



## Meet Our Instructors

[CLICK FOR BOB MERRYMAN](#)



[CLICK FOR TED PLUTA](#)



## Schedule of Courses for Fall 2010

### ORC 202

#### Acquisition Requirements under the Uniform Act

October 26, 2010 – St. Louis, MO

November 16, 2010 – Ft. Lauderdale, FL

[CLICK FOR INFORMATION ON ORC 202](#)

### ORC 401

#### Appraisal Concepts for the Negotiator

October 27, 2010 – St. Louis, MO

November 17, 2010 – Ft. Lauderdale, FL

[CLICK FOR INFORMATION ON ORC 401](#)

**COST: \$295 per course • \$550 if a person takes both courses**

**ORC** O. R. Colan  
ASSOCIATES  
REAL ESTATE SOLUTIONS FOR PUBLIC AGENCIES

**ORC**  
Training, LLC

For more information call 850.907.0400

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## COURSE NUMBER: ORC 202

## COURSE TITLE: Acquisition Requirements under the Uniform Act

### LENGTH: 1 day

October 26, 2010 – St. Louis, MO

November 16, 2010 – Ft. Lauderdale, FL

**CLASS SIZE:** Minimum: 15 • Maximum: 25

### DESCRIPTION:

The Uniform Relocation Assistance and Real Property Acquisition Policies Act as amended (Uniform Act) and its implementing regulations require the uniform and equitable treatment of persons displaced from their homes, businesses, or farms and establish uniform and equitable land acquisition policies for public programs using Federal funds. Title III of the Uniform Act addresses real property acquisition policies, including appraisal requirements.

This course is designed to give public real estate professionals what they need to know about acquisition policies in the Federal Regulations. This informative and interactive one-day course will answer the following questions:

- When should you provide notice to the owner?
- What is the process for establishing the amount of just compensation?

- Does an Agency have to make a written offer to purchase?
- What is the proper form for summarizing the amount offered as just compensation?
- What basic procedures should an Agency follow when negotiating with a property owner – what should you do if the owner hires an appraiser or tells you about a recent sale in the neighborhood?
- What are some examples of coercive action against the owner?
- When can an Agency reach an administrative settlement?

This course also emphasizes how these acquisition policies assist the Agency in delivering an effective and efficient project.

### OUTCOMES:

Upon completion of the course, participants will be able to:

- Describe the purpose of the Uniform Act.
- Identify basic acquisition policies under §24.102.
- Define an administrative settlement.
- Describe documentation necessary for negotiation activities.

## COURSE NUMBER: ORC 401

## COURSE TITLE: Appraisal Concepts for the Negotiator

### LENGTH: 1 day

October 27, 2010 – St. Louis, MO

November 17, 2010 – Ft. Lauderdale, FL

**CLASS SIZE:** Minimum: 15 • Maximum: 25

### DESCRIPTION:

The Uniform Relocation Assistance and Real Property Acquisition Policies Act as amended (Uniform Act) and its implementing regulations require the uniform and equitable treatment of persons displaced from their homes, businesses, or farms and establish uniform and equitable land acquisition policies for public programs using Federal funds. Title III of the Uniform Act addresses real property acquisition policies, including appraisal requirements.

The course is designed to give right-of-way agents more tools to understand the appraisal used in negotiating the parcel. This engaging and interactive one-day course will answer the following questions:

- How and why do appraisers verify comparable sales?
- What is the difference between real property and personal property?
- What factors are considered in the larger parcel determination?

- What is the highest and best use concept?
- How does the concept of consistent use affect valuation?
- How do you explain the three approaches to value?
- What approaches are used when appraising partial takings?

This course also focuses on how the negotiator can contribute to an effective and efficient project.

### OUTCOMES:

Upon completion of the course, participants will be able to:

- Explain the sales verification process.
- Describe the difference between realty and personalty.
- List the five factors considered when determining the larger parcel.
- Explain the concept of highest and best use.
- Explain the concept of consistent use.
- Describe the three approaches to value.
- Recognize the approaches used when appraising partial takings.

## Bob Merryman

Bob Merryman began his right of way career with Missouri Highways and in 1978 joined O. R. Colan Associates. He was named an Instructor of Excellence by the National Highway Institute in 2007, 2009 and 2010. Mr. Merryman is a Certified Appraiser in the State of Missouri and has more than 30 years of experience in acquisition and relocation work under the Uniform Act. Mr. Merryman is the co-developer of the new Federal Highway Administration right of way course for Local Public Agencies. He has also developed and instructed courses for the Environmental Protection Agency, National Park Service, Federal Aviation Administration, National Transit Institute and the National Highway Institute. His training style emphasizes engagement of the participants to maximize the learning process.



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October 26, 2010 – St. Louis, MO

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#### Appraisal Concepts for the Negotiator

October 27, 2010 – St. Louis, MO

## Ted Pluta

Ted Pluta has been thrice named as an Instructor of Excellence by the National Highway Institute. Mr. Pluta began his right of way career with the Florida Department of Transportation and just celebrated his 25th anniversary with ORC. Mr. Pluta has managed projects with FHWA funding, FAA funding and a variety of state programs and Local Public Agency programs including highway expansions and water management programs. Ted's style of training engages the practical application of federal, state and LPA rules and procedures that are actively used on assorted programs throughout the nation.

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