

Jill DiTommaso

From: Showman, Clayton <CShowman@benesch.com>
Sent: Wednesday, April 26, 2023 3:08 PM
To: Jill DiTommaso
Cc: Henning, Nicole (External); Armstrong, Brad; Bolen, Wayne
Subject: ROE INITIATION | Action Required - Perform Review for Public Agency Application - Tracking Number: 1064806
Attachments: CSX New Project Initiation Form.pdf; New Schedule PA - Rev 2.pdf

Jill,

It has been determined a Right-of-Entry (ROE) project will need to be initiated through CSXT Public Projects for roadway resurfacing. To begin processing a CSXT ROE project for work within/adjacent to the CSXT right of way, the following must be received and processed prior to commencing:

1. Payment of \$2,500 for processing fees and administration
2. New Project Initiation Form filled out and executed (attached)
3. Plans
4. Any available information for the Agency's real estate property rights, i.e., proof of ownership and/or maintenance of the permanent structures within the CSXT Right of Way, along with any deeds of easements, licenses, or leases. Please submit all information, including any questions or concerns, to CSXT Real Estate at sara_wehbe@csx.com, or call 904-279-3817.

Payment must be mailed (USPS Only, No UPS/FedEx) to the address below along with the Schedule PA form (attached). Or, payment can be made via ACH/EFT (see instructions on attached New Schedule PA Form) Please e-mail me a copy of the check to cshowman@benesch.com for payment verification.

CSX Transportation
P.O. Box 530192
Atlanta, GA 30353-0192

Once these items have been received and processed, a ROE Agreement and a Force Account Estimate will be drafted and submitted for your review, partial execution, and payment of flagging services (and CE&I if required).

Funds remaining after the project has been completed will be refunded back to the outside party/agency.

Please contact me at your earliest convenience if you have any questions or concerns.

Sincerely,

Clayton Showman
Public Project Manager

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