



BUSINESSES

Summary of Relocation Benefits

(Uniform Relocation Assistance and Real Property Acquisition Regulations)

Relocation Advisory Assistance – OCTA will help you search for a new property to conduct your business. Information about available properties, zoning requirements and typical real estate purchase and rental costs may be provided.

Moving and Related Expenses – Businesses may be paid on the basis of actual reasonable moving and related costs and reestablishment expenses as OCTA determines to be reasonable and necessary. The following moving expenses may be considered by OCTA:

- Transportation of personal property limited to 50 miles or less.
- Packing, crating, unpacking and un-crating of the personal property.
- Disconnecting, dismantling, removing, reassembling and reinstalling relocated machinery, equipment and other personal property, and certain substitute personal property.
- Storage of the personal property not to exceed 12 months, unless OCTA determines that a longer period is necessary. Storage fees must be pre-approved by OCTA.
- Insurance for the replacement value of the personal property in connection with the move and necessary storage.
- Any license, permit or certification required of your business at the replacement location to the extent that such cost is necessary to the reestablishment of the business at a new location.
- Professional services necessary for (i) planning the move of the personal property, (ii) moving the personal property, and (iii) installing the relocated personal property at the replacement location.
- Reprinting stationery on hand at the time of displacement that is made obsolete as a result of the move.
- Actual direct loss of tangible personal property incurred as a result of moving or discontinuing the business. The payment shall consist of the lesser of:
 - The fair market value of the item for continued use at the displacement site, less the proceeds from its sale.
 - The estimated cost of moving the item up to a 50 mile radius, but with no allowance for storage.

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Page 2 of 2

- The reasonable cost incurred in attempting to sell an item that is not to be relocated.
- Purchase of substitute personal property. If an item of personal property which is used as part of a business is not moved but is promptly replaced with a substitute item that performs a comparable function at the replacement site, you will be entitled to payment for the lesser of:
 - The cost of the substitute item, including installation costs at the replacement site, minus any proceeds from the sale or trade-in of the replaced item; or
 - The estimated cost of moving and reinstalling the replaced item, based on the lowest acceptable bid or estimate obtained by the Agency for eligible moving and related expenses, but with no allowance for storage.
- Searching for a replacement location. A displaced business is entitled to reimbursement for actual expenses, not to exceed \$2,500, which are determined to be reasonable and are incurred in searching for a replacement location.
- Other moving related expenses as the Agency determine to be reasonable and necessary.
- You may move either by commercial mover or take full responsibility for all or part of the move. If you elect a "self-move," OCTA must first obtain at least two acceptable bids or estimates and agree to an approved amount for the self-move.

Reestablishment Expenses – In addition to the payments available above, a small business may be eligible to receive a payment, not to exceed \$10,000, for expenses actually incurred in relocating and reestablishing at a replacement site. Reestablishment expenses must be reasonable and necessary as determined by OCTA and may be used for tenant improvements, among other things.

OR,

Fixed Payment in Lieu of Payment for Actual Moving and Relating Expenses and Reestablishment Expenses – In lieu of a payment for actual moving and related expenses and reestablishment expenses (as described above), you may elect to receive an amount equal to your business' recent average annual net earnings in an amount not less than \$1,000 nor more than \$20,000.

**For more information, please contact Tresa Oliveri, Public Communications,
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