

LETTER OF AMENDMENT

Re: Amendment
Agreement #

Dear Local Project Sponsor(s) :

Per the terms of the subject agreement, the Department is willing to amend the terms by increasing the total project costs from _____ to _____, as shown in the attached Exhibit “_____.” This amendment will become effective once all required signatures are affixed to this document.

We are requesting your concurrence as to the amendment of the above-referenced agreement. If you agree to the amendment, please indicate below by signing and noting your title where indicated. Please attach a resolution verifying your authorization to sign this letter of amendment.

IF APPLICABLE: Since the date of the Original Agreement, some standard provisions and accompanying exhibits have been updated; copies of these updated Exhibits are attached hereto and hereby supersede and replace the corresponding exhibit attached to the Original Agreement.

Your response is required no later than _____.

On behalf of the above-named Local Project Sponsor, I agree to the amendment of the above-referenced agreement. I agree to all terms and conditions included in the subject agreement and all previous amendments thereto, if any.

Signature: _____

Date: _____

Title: _____

All terms and conditions of the agreement and its amendments (if any) not affected by this letter of amendment remain in full force and effect.

This letter of amendment is not effective until the Office of Comptroller Operations signs and dates this letter of amendment. The Department will forward a copy of the fully executed letter of amendment for your files.

Sincerely,

(Asst.) District Executive

for Chief Counsel

Comptroller Signature

Reimbursement Amendment No. _____ is split _____, expenditure amount of _____ for federal funds and _____, expenditure amount of _____ for state funds. The related federal assistance program name and number is _____;

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PROJECT ESTIMATED COSTS

Reimbursement Agreement No:
County:
Municipality:
Project Name:
MPMS No:
Engineering Agreement No:

	Municipality Incurred Costs		Commonwealth Incurred Costs				Phase Totals
Preliminary Engineering							
Final Design							
Utilities							
Right of Way							
Construction							
SUBTOTALS							
COST SHARING (Municipality Incurred Costs)							
	Federal	%	State	%	Municipality	%	Phase Totals
Preliminary Engineering		()		()		()	
Final Design		()		()		()	
Utilities		()		()		()	
Right of Way		()		()		()	
Construction		()		()		()	
TOTALS							
COST SHARING (Commonwealth Incurred Costs)							
	Federal	%	State	%	Municipality	%	Phase Totals
Preliminary Engineering		()		()		()	
Final Design		()		()		()	
Utilities		()		()		()	
Right of Way		()		()		()	
Construction		()		()		()	
TOTALS							
TOTAL COST							
	Federal	%	State	%	Municipality	%	Total
		()		()		()	

Amount Eligible to be Reimbursed to Municipality