DATE

Ms. Jessie Jones

Division Engineer – Program Management

Arkansas Department of Transportation

P. O. Box 2261

Little Rock, AR 72203

Re: ***Job #***

***Job Name***

***County***

Dear Ms. Jones:

The scope and/or budget for the project has/have been revised. I certify that:

1. The length of the project will be \_\_\_\_\_\_ feet and be \_\_\_\_\_ feet wide with a/an \_\_\_\_\_\_\_ surface.
2. Other project changes are as follows: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
3. Two maps are attached. One is the project location map, and the other is a close up map that shows the project termini.
4. The revised budget is $\_\_\_\_\_\_ Federal-aid and $\_\_\_\_\_\_\_ Sponsor funds for a total project budget of $\_\_\_\_\_\_\_.

Any substantial changes to the above information will be submitted in writing to ArDOT.

Sincerely,

***NAME & OFFICE***

***(Sponsor’s CEO)***

Attachments