



October 31, 2014

Glenda Wiles, Commission Administrator  
Ravalli County  
215 South 4<sup>th</sup> Street, Suite A  
Hamilton, MT 59840

Subject: Community Transportation Enhancement Program (CTEP)

Hello CTEP Participants,

You are receiving this letter as a reminder of the upcoming June 1, 2015 deadline for completion and submittal of design work for your CTEP project(s).

In April you were notified that, per Federal funding laws, CTEP funds not committed to projects will lapse on September 30, 2015 and will be lost to CTEP participants. To avoid this lapse, MDT established a firm schedule for **all remaining CTEP projects**, as follows:

- **June 1, 2015:** All projects must be ready for construction. All design work and environmental documentation must be complete, any needed rights-of-way must be acquired, and utility agreements must be in place.

Because of the constraints related to Federal funding, this is a firm deadline and there will be no flexibility.

There are still a significant number of CTEP projects in the design phase. In order to avoid a last minute rush, we ask that you submit your project designs, cost estimates and certifications as soon as they are completed. Even if you do not intend to let your project to bid until spring or summer, we can obtain Federal funding at any time prior to June 1<sup>st</sup>, and we would prefer to do so sooner rather than later. Therefore, please do not wait until the last minute to submit your projects for approval and funding authorization.

If you have questions or would like to discuss funding or project status, please contact the CTEP project manager you have been working with, either Terry Voeller or Dave Holien, as follows:

Terry Voeller	406-444-9457	<a href="mailto:tvoeller@mt.gov">tvoeller@mt.gov</a>
Dave Holien	406-444-6118	<a href="mailto:dholien@mt.gov">dholien@mt.gov</a>

Thank you for your time and attention.

*Michael Wherley*  
Michael Wherley  
MDT CTEP Engineer  
406-444-4221  
[mwherley@mt.gov](mailto:mwherley@mt.gov)

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Ravalli County Commissioners

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*CC Jeremy K. Cory D.*