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October 2, 2024

Mr. Kyle Schiewe
Director of Construction & Facilities
City of Millwood
East 9103 Frederick
Spokane, WA 99206-4399

Dear Mr. Schiewe:

On September 27, 2024, the TIB Board approved an out-of-call project award for the 2025 Empire Ave Pavement Preservation project in Millwood. The total grant amount is \$80,000, with a required local match of \$4,211.

Enclosed is the Grant Agreement, Funding Status Form, and SCPP Project Details Attachment. Please review and return the signed Grant Agreement and Funding Status Form.

What do I need to do before authorizing construction activities by the County?

1. Field meeting and verification with TIB and County staff in spring of 2025.
2. Within 30 days prior to construction activities, submit to your Region Engineer a verification of cost estimate and schedule.

What do I need to do before I can close out the contract?

1. Complete and return the Updated Cost Estimate (UCE) form;
2. Attach a copy of the county invoices.

We are happy to assist you with any questions regarding this process. You can contact Andrew Beagle, TIB Project Engineer, at (360) 586-1151 or via e-mail at AndrewB@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Enclosures

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
www.tib.wa.gov