



308-324-2341 ♦ Fax: 308-324-4590 ♦ www.cityoflex.com
406 East 7th Street ♦ P.O. Box 70 ♦ Lexington, Nebraska 68850-0070

May 26, 2015

Mr. Steve Charleston
Nebraska Department of Economic Development
P. O. Box 94666
Lincoln, NE 68509-4666

RE: 12-TD-004

Dear Mr. Charleston:

Please find enclosed a CDBG Contract Amendment Request for this Tourism grant. A revision in the contract end date is required due to the final construction items, such as the punch list, to be completed on the contract end date or shortly thereafter.

Certification that the Lexington City Council has approved the amendment is included -- minutes of their meeting of May 26, 2015.

Also enclosed with this letter are the Contract Amendment Request Form and a Revised Implementation Schedule.

Thank you for your consideration to this request.

Sincerely,

Joe Peplitsch
City Manager

Enc(s)



CDBG CONTRACT AMENDMENT REQUEST FORM

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. All attachments identified under the applicable amendment type must be submitted along with this form.

CDBG Grant # 12-TD-004 CDBG Grantee City of Lexington

DED Program Representative Steve Charleston

Person Completing this form Name Deb Jensen

Contact Number 308-217-0005

Email deb@dawsonareadevelopment.com

Complete the sections for each type of amendment requested and submit this form, along with the required attachments, to the Department.

Extension of Contract End Date

Original Contract End Date Saturday, May 30, 2015

Current Contract End Date including any previously approved extensions Saturday, May 30, 2015

Proposed Contract End Date Friday, July 31, 2015

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the extension;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this extension, certification that such funds are available.

Attachment 2: A revised implementation schedule showing when major milestones will be completed for each activity.

Decrease in proposed accomplishments

Original Proposed Accomplishments _____ Current Proposed Accomplishments _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this decrease, certification that such funds are available.

Attachment 2: A revised implementation schedule showing when major milestones will be completed for each activity.

Amendment to Housing Program Guidelines

Required Attachments

Attachment 1: Letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the amendment to the housing program guidelines;
2. Identification and reasons for the proposed amendment;
3. If additional local matching funds are required as a result of this amendment, certification that such funds are available.

Attachment 2: If the housing program guidelines amendment will affect major milestones, a revised implementation schedule showing when major milestones will be completed for each activity.

Attachment 3: A complete copy of the proposed revised housing program guidelines.

Budget Amendment

Original Contract Budget Approved

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Proposed Budget After Amendment

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

- Attachment 1: Letter from the Chief Elected Official including:
1. Certification that the local governing body has approved the budget amendment;
 2. Identification and reasons for the proposed budget amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
 3. If additional local matching funds are required as a result of this amendment, certification that such funds are available.
 4. If the amendment includes a new activity, certification that the activity meets the national objective.
- Attachment 2: Minutes from the public hearing held on the proposed amendment (required if reallocating more than 10% of the total original grant amount).
- Attachment 3: If the budget amendment will affect major milestones, a revised implementation schedule showing when major milestones will be completed for each activity.
- Attachment 4: Certification of re-evaluation of the environmental assessment (this form is included in the CDBG Administration Manual Chapter 6: Environmental Review).

DED Use Only	
Date amendment request received	
Date amendment approved/denied	

