**Exhibit 17-H: Cover Letter and Final Report of Expenditures Checklist (PE Only)**

Name of DLAE Federal- Aid Project No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department of Transportation

Caltrans - Local Assistance

District Address:

Dear: Name of DLAE

Submitted for your consideration is: Final Report of Expenditures Checklist (PE Only)

Project: (Location)

Consultant: (Name)

Contract: (Number)

Local Agency’s Person In Responsible Charge: (Name)

**Final Report of Expenditure Checklist**

|  |
| --- |
| 1. **Category**
 |
|  [ ] Planning Study | [ ] Subsequent Phases Funded Under Separate Federal Project(s) |
|  [ ] Financial Study/ Report [ ] LAPM 3-A |  [ ] FPN for Subsequent Phase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] FPN for Subsequent Phase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] FPN for Subsequent Phase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] LAPM 3-A |
|  [ ] Environmental Determination – No Build | [ ] Subsequent Phases Funded With Non-Federal Funds |
|  [ ] Date of FHWA Approved No Repayment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] LAPM 3-A |  [ ] Date of R/W Acquisition or Construction  Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] Funding Sources: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] LAPM 3-A |
| 1. **Consultant Utilization**
 |
|  [ ] Exhibit 17-F: Consultant Contracts(s) (Include Final Report–Utilization of Disadvantage Business Enterprises  [ ] Exhibit 17-O: Disadvantage Business Enterprise (DBE) Certification Status Change  [ ] Force Account |
| 1. **Final Invoice**
 |
|  [ ] LAPM 5-A: Local Agency Invoice |

Sincerely,

 Local Agency’s Person in Responsible Charge

 **Reviewed By:**

 District Local Assistance Engineer

**Distribution:** (All projects): (1) Final Report of Expenditures

 (2) Local Agency project files