 **FOR FORCE ACCOUNT CONTRACTS ON THE LOCAL SYSTEM**

**CORRESPONDENCE/MEMORANDUM** State of Wisconsin Date:

To: Project Development Section Chief

, Region

From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Program Project Manager, Region

Subject: COST EFFECTIVENESS FINDING

Project ID #

County

Attached is a letter from (name of municipality, county or local unit of government) requesting permission to construct the above project with local forces under a Local Force Account (LFA) agreement. The work

involves;

(Municipality) has submitted the attached estimate showing a cost of $ which represents a

% savings from the estimated cost to let the work. The included cost is estimated at $ and the excluded cost is estimated at $. The approval of this CEF does not exceed the allowed fiscal allocation for LFAs in the Region.

Funding for this project is in the legislative program and if % federal and % local.

Your approval of doing this work by LFA agreement is requested.

RECOMMENDED APPROVAL:

Local Program Project Manager, Region Date

APPROVED:

Chief Project Development Section Date