

APPENDIX F

Example of a Collateral Letter of Intent

COLLATERAL LETTER OF INTENT

(Date)

To: Arapahoe County Engineering Division

From: (Company Name of Applicant)
(Legal Address)

RE: CONSTRUCTION OF PUBLIC IMPROVEMENTS RELATED TO (Project Name)

(Company Name) is expecting to construct public improvements for the (name of project) project. It is our intent to provide a guarantee for the proper construction of the items defined within the engineer's cost estimate that is satisfactory to Arapahoe County's Engineering Division and Board of County Commissioners.

(Company Name) is anticipating three major categories of public improvements to be constructed within two phases. Phase 1 construction will entail the two major improvement categories of offsite and partial onsite improvements. An Intergovernmental Improvement Agreement (IGA) is the intended method of guarantee for the off-site improvements, which are estimated in the amount of \$ (specified amount). A letter of credit, in the amount of \$ (specified amount), will be provided for the on-site public improvements located within Phase 1 of the project.

For Phase 2 of the project, a restriction agreement is the preferred method for guarantee for the \$ (specified amount) of public improvements since Phase 2 construction is not anticipated until the next year.

If additional information is needed, please call (specified contact person) at (phone number of contact person).

Sincerely,

(Applicant)
(Title of applicant)