



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

**GREGORY A. WHIRLEY**  
COMMISSIONER

August 15, 2011

County Administrators  
City and Town Managers  
Planning District Commissions  
Metropolitan Planning Organizations

Dear Ladies and Gentlemen:

As you are aware, the Commonwealth Transportation Board (CTB) adopted the final Fiscal Year 2012-2017 Six-Year Improvement Program (SYIP) in June 2011. The SYIP includes more than 900 projects funded through the Governor's transportation legislation adopted by the 2011 General Assembly, and consists of a construction program totaling \$10.4 billion. The SYIP not only funds major interstate, public-private, and mass transit projects, but for the first time in several years, it also addresses needs on the primary, secondary, and urban systems. Consequently, this has been a monumental year for transportation in the Commonwealth.

The Virginia Department of Transportation (VDOT) will launch a new, comprehensive financial management system later this year. The new financial management system will bring changes to some of the ways we conduct business with our customers, including how we process accounts receivable transactions for construction projects. These changes will reduce the amount of paperwork required for local contributions to projects and will allow localities to become more involved in planning for their share, benefiting both VDOT and our customers.

A key part of this change will be the implementation of a new agreement format for locally administered projects and for VDOT administered projects on the urban system. We will provide more detailed information of how these changes will impact local governments as we get closer to the implementation of our new financial system. The changes will simplify the billing process and reduce administrative burden on both parties. In the interim, your local VDOT representative is available to answer any questions you may have relative to these new policies and procedures.

All Cities, Counties, and Towns  
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You have an important role in the delivery of Virginia's transportation program, and VDOT is committed to providing all necessary assistance to help ensure a successful transition to the new financial system. We believe that these changes will help VDOT, and more importantly you, provide our constituents with the efficient services they expect and deserve.

Sincerely,

John W. Lawson  
Chief Financial Officer

Richard L. Walton, Jr.,  
Chief of Policy and Environment