

From: Dan Miller

Sent: 11-26-04

Subject: Submittal of pdf files on CD's at Final R/W Plans & Final Monumentation Survey stages

It has been the decision of the R/W Plans Manager to have the On-Call Consultants create and include the individual electronic pdf files of all sheets on the submitted CD's when completing the task of Final R/W Plans and again when completing the task of the Final Monumentation Survey. The PDF files will be included on the CD at the Acceptance submittal for the Final R/W Plans, and again at the Final Task submittal for the Final Monumentation Survey.

This will assist us for short term and long term retrieval and archiving purposes.

The boilerplate scope has been revised to include the pdf files on the CD.

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