

# • Preliminary Plans Distribution Form •

Please complete the form and send to Administrative Specialist

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From (select one):

## **Additions to Distribution List**

Please refer to Master Distribution List on DRC - Link below

Link to Master Distribution List:

Construction District  
(select one)

- Group 1
- Group 2
- Group 3

Maintenance District where project resides (select one)

- North
  - Canal
  - Central
  - South
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## **Project Information**

Project Engineer

Contract No.

Contract Title:

Federal Aid No.

P3 Project ID No.

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Comments/No Comments Due Date (mm/dd/year)

Link to Comment Form

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Survey Plans distribution date (mm/dd/year)

Final ROW date (mm/dd/year)

PS&E Date (mm/dd/year)

Estimated number of Construction Days

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Link to Files

Files stored in location: (Please place additional files in comments box)

Construction Plans

Hydrology and Hydraulics Report

Geotechnical / Foundation Report

Stormwater Management Report and Checklist

Special Provisions

Miscellaneous Design Calculations

Plan Submission Checklist

Right-of-Way Checklist

Structural Calculations (Projects with Bridges Only)

Quantity Calculations

Plan Review Comments and Response Spreadsheet

Total Project Cost Estimate Summary

Drainage Report

Other

For questions or additional information, contact:

Additional comments: