

DATE: _____

TO: _____, District Specifications

FROM: _____, Project Manager

COPIES TO:

SUBJECT: ITEMS OF WORK

Financial Project ID: _____ (GOES WITH _____)

County (Section): _____

* Project Description: _____

The plans package for the above referenced project includes the following items of work to be performed:

- | | |
|------------------------|-----------------------------|
| Milling & Resurfacing | Highway Signing |
| Base Work | Guardrail |
| Shoulder Treatment | Landscaping |
| Drainage Improvements | Box or Three-sided Culverts |
| Curb & Gutter | Bridges |
| Traffic Signals | MSE Walls |
| Lighting | Sidewalks/Shared Use Path |
| Other (Please Specify) | |

Please include the county, project description and all items of work that apply in the *Intent and Scope* so they may be added to the advertisement description.

* The project description should only include the road number and the limits or location of the project.