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CONTRACT DISTRIBUTION LIST

MUNICIPALITY Region 5

WIN # PH20171213RMR

ADVERTISE DATE 12/13/17 BID OPENING 1/10/18

PROJECT DISCRPTION Roof Preventative Maint. & Repair Services

SIGNED NOTICES ONLY	COPIES	DATE
Finance/Admin-Fed Billing (Fourth Floor – Federal money only)	1	
Main Office (Front Office)	1	
Contracts Desk (Sonya) (w/ this Sheet– Federal & State money only)	1	

Mail	Books	½ Size	Full Size	Date
Region Office 1 2 3 4 5 (1 gets Book ONLY)	1	1	1	
Consultant (by request)				

Deliver	Books	½ Size	Full Size	Date
Contracts Section – Contract's Copy	1	1		
Jean Tukey	1	1		

Deliver	Books	½ Size	Full Size	Date
Highway (Shelly)	4	2	2	
Bridge Projects (Cindy)	6	9	5	
Multimodal (deliver to PM)	4	4	3	
M & O (Gail)	3	2	2	
Utilities			1	
Right Of Way	5			

BOOKS 9

½ SIZE PLANS _____

FULL SIZE PLANS _____