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												9	1000				
Entity Number	PRELIMINARY PLANS	- No. Sets	Cross Sections		als				als	(0	als			_		0	
Entity		Plans	Cross	Notes	Originals	Copies	Copies	Originals	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copie:	Print and distribute hard copy paper plans unless indicated otherwise in notes below.
A ₁ I	District Engineer				C	с	СС	CC	5	СС		сс		СС		СС	[1] Rural projects only.
A ₂ I	District Construction Engineer	1	1		A_2		сс	co	5	сс		сс		сс		сс	[2] Send plans and cover letter by Falcon Link in an email.
A ₃ I	Resident Engineer	2	1		c	с	СС	co	5	сс		сс		сс		сс	[3] Send plans and cover letter by Falcon Link in an email when any part of
B ₁	Environmental Services Manager	1	1	[2]	C	c	сс	co	5	СС		сс		сс		сс	the project is on the NHS.
B ₂ I	Design Team Leader	1	1		c	с	сс	co	2	сс		сс		сс		сс	[4] Send plans and cover letter by Falcon Link in an email for all projects
B ₃	Jtilities Supervisor	1			c	с											unless they are ITS, rumble strips, and pavement markings only.
B ₄	Chief Engineering Geologist	1	1		c	с											Projects located in urban areas only need be sent if they involve a live water crossing.
B ₅	State Traffic Engineer	1			c	с											water erecening.
B ₆	TS Manager	1			c	c											[5] Send plans if any modification of existing irrigation ditches or other
B ₇ I	Right-of-Way Lands Management Administrator	1			c	с											irrigation facilities are contemplated.
	Contracts and Estimate Engineer	1			c	с											[6] Send plans if any part of the project is within the corporate limits of a city
B ₉ I	Hydraulics Engineer	1			c	с											or incorporated town.
	State Bridge Engineer	1			c	с											[7] Send plans if lands or roads owned or maintained by a county will be
	State Materials Engineer	1			c	_											affected by any phase of the project.
	Planning-Bicycle Coordinator	1			c	_											
	Planning-Railroad Manager	1				c											
	State Construction Engineer	-			-	-											
	Vinter Research Services	1	1	[1]	c	с											
	Civil Rights Supervisor																
	Proj. Dev. Design Quality Engineer																
	Program Performance Manager				c	с											
	Assistant Chief Engineer	1		[2]	c	с											
	Project Development Administrative Assistant	1		[2]		с											
	FHWA Operations Engineer	1		[3]		_											
	JSFS District Ranger																
	JSFS Forest Engineer																
	Statewide Forest Service Liaison																
	State G&F - Habitat Protection Coordinator	1		[4]					C ₅								
-	rrigation Company/District	1		[5]					5		C_6						
	District Water Commissioner	1		[5]								сс					
	City Engineer	1		[6]									C ₈				
-	County Engineer	1		[7]				1					-		C ₉		
Ensu	re all transmittal letters addressed to ct construction engineers are prepared for Project Development Engineer's signature.	cept ginee	for t er's a	ansm he Ga re pro	ame ar	ld Fisl for th	n), irri	sed to c gation c ject Dev	ompa	nies,	and	city o	r cou	agen unty	cies	ler	Address all Game and Fish transmittal letters to (, Habitat Protection Coordinator), Game and Fish Headquarters in Cheyenne. Prepare these letters for the Highway Development Engineer's signature under the Chief Engineer's name.

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GRADING PLANS	- No. Sets	Sections		s		s		s		s		s		s		s						
PLANS	Plans -	Cross S	Notes	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Print and distribute hard copy paper plans unless indicated otherwise in notes below.				
A ₁ District Engineer					CC		СС		СС		CC		СС		CC		СС	[1] Send one set of colored plans.				
A ₂ District Construction Engineer	1	1		A_2			сс		сс		сс		сс		СС		сс	[2] When a project contains electrical work, send 1 copy to the State				
A ₃ Resident Engineer	2	1			СС		СС		сс		СС		сс		сс		сс	Traffic Engineer and a 2nd copy to the Assistant State Traffic Engineer/Electrical Section, otherwise, send 1 copy to the State				
B ₁ Environmental Services Manager	1	1	[5]		CC		СС		СС		СС		СС		CC		СС	Traffic Engineer.				
B ₂ Design Team Leader	1	1			СС		сс		сс		сс		сс		СС		сс					
B ₃ Utilities Supervisor	1		[1]		СС													[3] Send plans if the project includes ITS features. Contact ITS to				
B ₄ Chief Engineering Geologist	1	1			СС													determine the number of plan sets needed. ITS is responsible for				
B ₅ State Traffic Engineer	1/2		[2]		СС													transmitting plans to the Telecommunications Program, Traffic Program's Electrical Section, consultants, etc.				
B ₆ ITS Manager	?		[3]		СС																	
B ₇ Right-of-Way Lands Management Administrator	2				СС													[4] Rural projects only.				
B ₈ Contracts and Estimate Engineer	1				СС													[5] Send plans and cover letter by Falcon Link in an email.				
B ₉ Hydraulics Engineer	1				СС													[6] Send plans and cover letter by Falcon Link in an email when any				
B ₁₀ State Bridge Engineer	1				СС													part of the project is on the NHS.				
B ₁₁ State Materials Engineer	1				СС													[7] Send plans and cover letter by Falcon Link in an email when any				
B ₁₂ Planning-Bicycle Coordinator	1				СС													part of the project is within the boundaries of USFS property.				
B ₁₃ Planning-Railroad Manager	1				СС													[8] Send plans and cover letter by Falcon Link in an email for all				
B ₁₄ State Construction Engineer																		projects unless they are ITS, rumble strips, and pavement				
B ₁₅ Winter Research Services	1		[4]		СС													markings only. Projects located in urban areas only need sent if it involves a live water crossing.				
B ₁₆ Civil Rights Supervisor					СС													intertes a intertiace crossing.				
B ₁₇ Proj. Dev. Design Quality Engineer																		Send plans if any modification of existing irrigation ditches or other				
B ₁₈ Program Performance Manager					СС													irrigation facilities are contemplated.				
B ₁₉ Assistant Chief Engineer	1		[5]		СС													[10] Send plans if any part of the project is within the corporate limits of				
B ₂₀ Project Development Administrative Assistant	1		[5]		СС													a city or incorporated town.				
C ₁ FHWA Operations Engineer	1		[6]		CC													[11] Send plans if lands or roads owned or maintained by a county will				
C ₂ USFS District Ranger	1		[7]			C ₂												be affected by any phase of the project.				
C ₃ USFS Forest Engineer	1		[7]					C ₃														
C ₄ Statewide Forest Service Liaison	1		[7]		СС		СС		СС													
C ₅ State G&F - Habitat Protection Coordinator	1		[8]							C ₅												
C ₆ Irrigation Company/District	1		[9]									C_6										
C ₇ District Water Commissioner	1		[9]										СС									
C ₈ City Engineer	1		[10]											C ₈								
C ₉ County Engineer	1		[11]													C ₉						
district construction engineers are prepared for the Project Development Engineer's signature.	ure a cept f ineer er the	or the 's are	e Gai e pre	me a pareo	nd F d for	ish), the F	irriga Proje	ation	com	panie	es, ai	nd ci	ity or	cour	nty		Pr Pr	ddress all Game and Fish transmittal letters to (, Habitat rotection Coordinator), Game and Fish Headquarters in Cheyenne. repare these letters for the Highway Development Engineer's signature inder the Chief Engineer's name.				

Latest revisions shown in red.

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	R/W & ENGINEERING				A	2	C	2	С		С			2 6	С	8	C ₉	
<u> </u>		Sets	รเ															
Entity Number	INSPECTION PLANS	o. S	Sections															
Nur		Ž	Se		als	s	als	s	als	s	als	s	als	s	als	s	s als	
tity		Plans - No.	Cross	Notes	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals Copies	Print and distribute hard copy paper plans unless indicated
Ш		Ë	ō	ž	ō		ō		ō		ō		ō		ō			otherwise in notes below.
A ₁	District Engineer					СС		СС		CC		СС		СС		CC	CC	[1] When a project contains electrical work, send 1 copy to the State Traffic Engineer and a 2nd copy to the Assistant State Traffic
A ₂	District Construction Engineer	1	1		A_2			сс		СС		CC		CC		СС	CC	Engineer/Electrical Section, otherwise, send 1 copy to the State
A ₃	Resident Engineer	2	1			СС		CC		CC		CC		CC		CC	CC	Traffic Engineer.
B ₁	Environmental Services Manager	1	1	[3]		сс		СС		CC		CC		CC		СС	сс	
B ₂	Design Team Leader	1	1			сс		СС		CC		CC		CC		CC	CC	[2] Send plans if the project includes ITS features. Contact ITS to
B ₃	Utilities Supervisor																	determine the number of plan sets needed. ITS is responsible for transmitting plans to the Telecommunications Program, Traffic
B ₄	Chief Engineering Geologist	1				сс												Program's Electrical Section, consultants, etc.
B ₅	State Traffic Engineer	1/2		[1]		сс												, , , ,
B ₆	ITS Manager	?		[2]		сс												[3] Send plans and cover letter by Falcon Link in an email.
B ₇	Right-of-Way Lands Management Administrator	3				сс		СС		СС		СС		СС		сс	сс	[4] Send plans and cover letter by Falcon Link in an email when any
B ₈	Contracts and Estimate Engineer	1				сс												part of the project is on the NHS.
B ₉	Hydraulics Engineer	1				сс												[5] Send plans and cover letter by Falcon Link in an email when any
B ₁₀	State Bridge Engineer	1				сс												part of the project is within the boundaries of USFS property.
B ₁₁	State Materials Engineer	1				сс												[6] Send plans and cover letter by Falcon Link in an email for all
B ₁₂	Planning-Bicycle Coordinator	1				сс												projects unless they are ITS, rumble strips, and pavement markings only. Projects located in urban areas only need sent if it
B ₁₃	Planning-Railroad Manager	1				сс												involves a live water crossing.
B ₁₄	State Construction Engineer																	
B ₁₅	Winter Research Services																	[7] Send plans if any modification of existing irrigation ditches or other
B ₁₆	Civil Rights Supervisor																	irrigation facilities are contemplated.
B ₁₇	Proj. Dev. Design Quality Engineer	1	1			сс												[8] Send plans if any part of the project is within the corporate limits of
B ₁₈	Program Performance Manager					сс												a city or incorporated town.
B ₁₉	Assistant Chief Engineer	1		[3]		сс												[9] Send plans if lands or roads owned or maintained by a county will
B ₂₀	Project Development Administrative Assistant	1		[3]		сс												be affected by any phase of the project.
C ₁	FHWA Operations Engineer	1		[4]		сс												
C ₂	USFS District Ranger	1		[5]			C ₂											
C ₃	USFS Forest Engineer	1		[5]					C ₃									
C ₄	Statewide Forest Service Liaison	1		[5]		сс		сс		сс								
C ₅	State G&F - Habitat Protection Coordinator	1		[6]							C_5							
C ₆	Irrigation Company/District	1		[7]									C_6					
C ₇	District Water Commissioner	1		[7]										СС				
C ₈	City Engineer	1		[8]											C ₈			
C ₉	County Engineer	1		[9]													C ₉	
Ene			all tra	nom	ittal	ottor		droce	and to		aide -	ototo	0.000	1 fod	oral a	aora		Address all Come and Fish transmittel latters to (
														Address all Game and Fish transmittal letters to (, Habitat Protection Coordinator), Game and Fish Headquarters in Cheyenne.				
the	Instruct construction engineers are prepared for the Game and Fish), irrigation companies, and city or county engineer's are prepared for the Project Development Engineer's signature under the Chief Engineer's name.												eunder	Prepare these letters for the Highway Development Engineer's				
	the	Chie	et Eng	ginee	er's na	ame.												signature under the Chief Engineer's name.

Latest revisions shown in red.

Revised 2020 October

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			В	3	В	7	В			2	C										
	R/W & UTILITY	ts	s																		
ber	PLANS	. Sets	Sections																		
Inm		- No.	Sect		<u>s</u>		s		s		s		<u>s</u>								
ty N		- st	ss S	Se	jina	ies	jina	ies	jina	ies	lina	ies	lina	ies				Print and distribute hard copy paper plans unless indicated			
Entity Number		Plans	Cross	Notes	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies				otherwise in notes below.			
A ₁	District Engineer					СС		СС		СС		CC		СС				[1] Send two sets of colored plans and one set of colored cross			
A ₂	District Construction Engineer	1	1			сс		сс		СС		сс		сс				sections.			
A ₃	Resident Engineer	2	1			сс		сс		СС		сс		сс				[2] When a project contains electrical work, send 1 copy to the State			
B ₁	Environmental Services Manager	1	1	[5]				СС				СС		СС				Traffic Engineer and a 2nd copy to the Assistant State Traffic			
B ₂	Design Team Leader	1	1			сс		сс		СС		СС		сс				Engineer/Electrical Section, otherwise, send 1 copy to the State Traffic Engineer.			
B ₃	Utilities Supervisor	2	1	[1]	B ₃																
B_4	Chief Engineering Geologist	1				сс												[3] Send two sets of colored plans and one set of colored cross			
B ₅	State Traffic Engineer	1/2		[2]				СС										sections if an at-grade railroad crossing is within the project.			
B_6	ITS Manager	?		[1]				СС										[4] Send plans to Civil Rights Supervisor only when there is curb &			
B ₇	Right-of-Way Lands Management Administrator	1	1				B ₇											gutter and sidewalk, or other potential ADA issues, on the project.			
B ₈	Contracts and Estimate Engineer	1				1		СС										[5] Send plans and cover letter by Falcon Link in an email.			
B ₉	Hydraulics Engineer																	[6] Send plans and cover letter by Falcon Link in an email when any			
B ₁₀	State Bridge Engineer	1						СС										part of the project is on the NHS.			
B ₁₁	State Materials Engineer																	[7] Send plans and cover letter by Falcon Link in an email when any			
B ₁₂	Planning-Bicycle Coordinator																	part of the project is within the boundaries of USFS property.			
B ₁₃	Planning-Railroad Manager	2	1	[3]					B ₁₃												
B ₁₄	State Construction Engineer																				
B ₁₅	Winter Research Services																				
B ₁₆	Civil Rights Supervisor	1		[4]		1															
B ₁₇	Proj. Dev. Design Quality Engineer					1															
B ₁₈	Program Performance Manager					сс															
B ₁₉	Assistant Chief Engineer	1		[5]		сс															
B ₂₀	Project Development Administrative Assistant	1		[5]		сс															
C_1	FHWA Operations Engineer	1		[6]				СС													
C ₂	USFS District Ranger	1		[7]							C_2										
C ₃	USFS Forest Engineer	1		[7]									C ₃								
C_4	Statewide Forest Service Liaison	1		[7]				СС				сс		сс							
C_5	State G&F - Habitat Protection Coordinator																				
C_6	Irrigation Company/District																				
C ₇	District Water Commissioner																				
C ₈	City Engineer																				
C ₉	County Engineer																				
	Ensure all transmittal letters addressed to district														address all Game and Fich transmittal letters to (
c	onstruction engineers are prepared for the (except for the Game and Fish), irrigation companies, and city or county													Address all Game and Fish transmittal letters to (, Habitat Protection Coordinator), Game and Fish Headquarters in Cheyenne. Prepare							
I	Project Development Engineer's signature.											er these letters for the Highway Development Engineer's signature under the									
		the	Chie	t Eng	lineei	''s na	me.											Chief Engineer's name.			

Latest revisions shown in red.

Revised 2020 October

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					A2 C2 C3 C8 C9									-					
Entity Number	FINAL PLANS	- No. Sets	Sections		s		lls		ls		lls		s						Print and distribute hard copy paper plans unless indicated
Entity N		- Plans		Notes	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies	Originals	Copies					otherwise in notes below. If a project has only Final Plans to be issued, send plans by Falcon Link in an email.
A ₁	District Engineer					СС		СС		CC		СС		CC					[1] Send copies of special provision and index of specifications.
A ₂	District Construction Engineer	1	1	[1]	A_2			сс		сс		сс		сс					[2] When a project contains electrical work, send 1 copy to the State
A ₃	Resident Engineer	2	1	[1]		сс		сс		сс		сс		сс					Traffic Engineer and a 2nd copy to the Assistant State Traffic Engineer/Electrical Section, otherwise, send 1 copy to the State
B ₁	Environmental Services Manager	1	1	[6]		СС		СС		CC		CC		CC					Traffic Engineer.
B ₂	Design Team Leader	1	1	[1]		сс		сс		СС		сс		сс					
B ₃	Utilities Supervisor																		[3] Send plans if the project includes ITS features. Contact ITS to
B ₄	Chief Engineering Geologist	1	1			сс													determine the number of plan sets needed. ITS is responsible for
B ₅	State Traffic Engineer	1/2		[2]		сс													transmitting plans to the Telecommunications Program, Traffic Program's Electrical Section, consultants, etc.
B ₆	ITS Manager	?		[3]		сс													
B ₇	Right-of-Way Lands Management Administrator	1				сс													[4] Send plans to Civil Rights Supervisor only when there is curb &
B ₈	Contracts and Estimate Engineer	1				сс													gutter and sidewalk, or other potential ADA issues, on the project.
B ₉	Hydraulics Engineer																		[5] Send plans if the project has had previous formal plan issuances.
B ₁₀	State Bridge Engineer	1				СС													[6] Send plans and cover letter by Falcon Link in an email.[7] Send plans and cover letter by Falcon Link in an email when any
B ₁₁	State Materials Engineer	1		[1]		сс													
B ₁₂	Planning-Bicycle Coordinator																		part of the project is on the NHS.
B ₁₃	Planning-Railroad Manager																		[8] Send plans and cover letter by Falcon Link in an email when any
B ₁₄	State Construction Engineer	1				сс													part of the project is within the boundaries of USFS property.
B ₁₅	Winter Research Services																		[9] Send plans if any part of the project is within the corporate limits of
B ₁₆	Civil Rights Supervisor	1		[4]															a city or incorporated town.
B ₁₇	Proj. Dev. Design Quality Engineer	1	1	[5]		СС													[10] Send plans if lands or roads owned or maintained by a county will
B ₁₈	Program Performance Manager					сс													be affected by any phase of the project.
B ₁₉	Assistant Chief Engineer	1		[6]		сс													
B ₂₀	Project Development Administrative Assistant	1		[6]		сс													
C ₁	FHWA Operations Engineer	1		[7]		СС													
C ₂	USFS District Ranger	1		[8]			C ₂												
C ₃	USFS Forest Engineer	1		[8]					C ₃										
C ₄	Statewide Forest Service Liaison	1		[8]				сс		сс									
C ₅	State G&F - Habitat Protection Coordinator																		
C ₆	Irrigation Company/District																		
C ₇	District Water Commissioner																		
C ₈	City Engineer	1		[9]							C ₈								
C ₉	County Engineer	1		[10]									C ₉						
c	Ensure all transmittal letters addressed to district construction engineers are prepared for the Project Development Engineer's signature.	(exc eng	cept i ineer	for th r's ar	e Ga e pre	ame a	nd F d for	ish).	irrig	ation	com	npani	state a es, ar ent En	nd cit	y or	coun	ty	er Pr	Idress all Game and Fish transmittal letters to (, Habitat otection Coordinator), Game and Fish Headquarters in Cheyenne. epare these letters for the Highway Development Engineer's signature der the Chief Engineer's name.

Latest revisions shown in red.