

# Design Standards Letter

**Letter Number: G-1962-17**

**Letter Date: 06/22/1962**

**Effective Date: 06/22/1962**

**Section/Plan No.: None**

**Subject: Letting Schedule Fiscal 1963**

## Body

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ALL DIVISION , DISTRICT AND URBAN ENGINEERS:

We are furnishing you under separate cover, copies of the tentative letting schedule for fiscal 1963 ending on June 30 of that year. We have given due consideration to the schedule recommended by the Districts in your recent submittals. We have had to consider also the status of the bridge design and other matters which affect the letting schedule.

The recommendations of the Districts would have resulted in an unbalanced letting schedule with most of the work being accomplished in the early part of the fiscal year. We have moved some of the projects back in order to have uniform letting volumes. In no instance have we advanced projects ahead of the date recommended by the District.

We will appreciate your sincere efforts in meeting the schedules, and, as discussed at our recent Surveys and Plans meeting, we would appreciate your furnishing us with the completed plans at least twelve weeks prior to the letting date. It would be well to plan for right of way clearance at least eight weeks ahead of the scheduled letting date. This will give us more assurance of meeting the schedule.

Should you find that circumstances or conditions arise that will prevent your meeting the schedule set out, kindly advise this office as well as the Bridge Divisions of this fact as early as possible, in order that we might make proper substitution of other projects.

We encourage you to press for early completion of the design and right of way acquisition necessary to complete the work on the first year program. Your secondary effort should be concentrated on second year projects in order that we might be in a position to proceed with the work in that year in an orderly manner.

R. N. Hunter  
Engineer of Surveys and Plans