

Zack Stewart  
Northern District Commissioner

Wayne O. Burkes  
Central District Commissioner

Ronnie Shows  
Southern District Commissioner



J.P.  
Dr. Robert L. Robinson  
Executive Director  
  
Kenneth I. Warren  
Deputy Executive Director/  
Chief Engineer

Mississippi Department of Transportation / P.O. Box 1850 / Jackson, Mississippi 39215-1850 FAX (601) 359-7110  
RECEIVED  
JAN - 7 1998

Inter-Departmental Memorandum

ROADWAY DESIGN

DATE: January 7, 1998  
TO: John Pickering  
Assistant Roadway Design Division Engineer  
FROM: James I. Hust  
Assistant State Traffic Engineer  
INRE: Signing plans in 4LD Paving CONTRACT  
COPY: James H. Kopf, Assistant Chief Engineer, Operations  
E. A. Bailey, State Traffic Engineer

This is to confirm a meeting that took place in your office at about 9:00AM on this date. The topic of discussion was scheduling of delivery of permanent signing plans to your office for inclusion in the project contract documents. Those who joined us at this meeting were Ray Ballentine and Jerry McCorkle.

After considerable discussion it was decided that the preferred target date for delivery of permanent signing plans would be the date of the office review. The latest date which would provide satisfactory internal review by all interested parties would be the date of the 1st Order to Print. Examples follow;

April letting - Letting date = 04-28-98  
Office review= 01-30-98  
1st Order to Print = Fed Project = 02-13-98  
State Project = 03-04-98

June letting - Letting date = 06-23-98  
Office review= 03-27-98  
1st Order to Print = Fed Project = 04-10-98  
State Project = 04-29-98

It was agreed the above schedule could be met for all projects now underway or scheduled.

JLH/jlh

File No.: WSP9707.SCD

