

## Inter-Office Memorandum

**Date:** January 10, 2001  
**To:** Roadway Design Employees  
**From:** Roadway Design Division Engineer  
John Pickering  
**Subject:** Plan Sheet Size

The size of the standard plan sheet has been changed from 23" x 36" to **22" x 36"**. This was done to make it easier to print and reproduce the 11" x 18" half-scales. The reduction in width on these sheets was made outside the Inside Border so no changes were made to the Inside Border of sheets.

All sheets shall be replaced with the new 22" x 36" sheets for projects that have not been printed for 1<sup>st</sup> Order. Final Plans produced by consultants that have already been submitted are also exempt. Roadway Design's CADD files (English only) have been updated to include the new sheet cells. Consultants can download these updated files from <ftp.its.state.ms.us/pub/mdot/ROADWAY/rwd/group> (you can read about this update in the file jan01.doc). MDOT employees can view details about the update at <http://rwdsrv001/mstation.htm> (January 2001) and follow the appropriate download instructions. CADD files have already been updated for Roadway Design employees.

If there are any questions, please advise.

p.c.: District Engineers  
Active Consultants  
Bridge Division  
Traffic Engineering Division  
Materials Division  
Right of Way Division  
Support Services Division  
File

JBP/hkb