|  |  |
| --- | --- |
| Date:  |       |
| Project Name: |       |
| Location: |       |
| Project No.:  |       | Activity No.: | 000-00-000 |

|  |  |
| --- | --- |
| **Contact Person:** |       |

|  |  |
| --- | --- |
| Telephone No.: | 503-823-      |
| E-Mail Address: |      @portlandoregon.gov |

[ ]  Project Manager [ ]  Project Engineer [ ]  Review Engineer

|  |  |
| --- | --- |
| **Second Contact Person:** |       |

|  |  |
| --- | --- |
| Telephone No.: | 503-823-      |
| E-Mail Address: |      @portlandoregon.gov |

[ ]  Project Manager [ ]  Project Engineer [ ]  Review Engineer

|  |
| --- |
| Tentative Construction Schedule |
| Advertise:      Bid Opening:      **Start Construction**:            |

|  |
| --- |
| Other Comments: |
|       |

**List any extra agencies, people, etc. to contact**