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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date: |  | | | | |  | | | | | Survey Office Use Only | | | |
| Design Survey Request  COP Survey | | | | | | | | | | | Job #: | | |  |
| Package: | | |  |
| Crew: | | |  |
| Mapper: | | |  |
| Date Received: | | |  |
|  | | | | | | | | | | | | | | |
| Project Name: | | | | | | | | Cost Object / WBS Element: | | | |  | | |
|  | | | | | | | | | | | | | | |
| Type of Work: (e.g. topo, monitoring, etc…) | | | | | | |  | | | | | | | |
| Location: (e.g. Included streets and/or intersections…) | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| Bureau: | |  | | |  | Requestors | | | | | | | | |
| ODOT Funded: | | | |  |  | Role | | | Name | | | | Phone | |
|  | | | | |  | Project Mgr | | |  | | | |  | |
|  | | | | |  | Engineer/Tech: | | |  | | | |  | |
|  | | | | | | | | | | | | | | |
| Description of Work to be completed: | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| Must include an exhibit map clearly identifying the areas to be collected. Be sure to annotate any special or unusual requests. | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| Date Due: | | |  | | | | | | | Note: A minimum of 10 working days’ notice must be given prior to the beginning of work for utility locates. | | | | |
|  | | | | | | | | | | | | | | |
| Deliverables: (MH details, text or CAD files, sketches, etc…) | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |

Send completed form with exhibits to [surveyrequests@portlandoregon.gov](mailto:surveyrequests@portlandoregon.gov).