|  |  |  |  |
| --- | --- | --- | --- |
| Date: |       |  | Survey Office Use Only |
| Design Survey RequestCOP 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.