

Field Office Request Form

Agency of Transportation

Office Memorandum

CONSTRUCTION & MAINTENANCE DIVISION

TO: _____, Project Design Engineer

FROM: _____, Regional Construction Engineer

DATE: _____

SUBJECT: Field Office Requirements
Project: _____

Field Office(s) Required:

Field Office Soils Lab Modified Office

Size of Office:

L 240 SF 360 SF 360 SF 10' wide 460 SF

Testing Equipment:

Concrete Testing Bituminous Testing Other _____

Equipment in Engineer's Field Office:

Computer Copier Bottled Water (

Telephone (Item No. 631.25):

Telephone Fax Modem

Work Site Traffic Control: Yes Estimated Cost: \$ _____
 No

Completion Date: Within the project special provisions, please include a completion date of _____.

c: Contract Administration
Central Files