Instructions: E-mail format is expected and a separate document is not necessary. Place a pdf copy of email into Projectwise. This memo is to be used for requesting Foundation Investigations or geotechnical work. See the name list for current people in positions to send it to.

Email Header Input:

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| --- | --- |
| To: | Project or Resident Engineer |
| CC: | Geotechnical Engineer, State Bridge Engineer, Program Engineer,  Staff Bridge PEII or Project Structural Engineer, Projectwise Folder |
| Subject: | Request for Foundation Investigation, Project: <>, PCN: <> |

***Body of Email below (fill in grayed areas)***

A geotechnical exploration and recommendations are requested for structure <> <> on the above referenced project. With this memo I am sending you a plan showing suggested locations for the structure borings for the design. Please contact CDOT Soils & Geotechnical Services at 303-398-6604 to confirm optimal boring locations and begin coordinating and scheduling field activities.

The geotechnical field crew will be responsible for conducting activities safely and within CDOT’s policies and procedures. This includes, but is not limited to, coordinating traffic control and locating utilities. Work shall be in compliance with current FHWA, AASHTO, and CDOT Geotechnical Manual of Practice guidelines.

We are requesting that preliminary geology recommendations be provided by <>. This project will be designed using the LRFD <WSD> method. An electronic file is available in the Geology Folder on \\public\HQCOMMON\geology with the file name <> or in Projectwise (preferred) at <link>.

Attachments