

MODIFIED BY EI 92-038 EFFECTIVE
9/15/92 & EI 94-015 EFFECTIVE
6/1/94

ENGINEERING INSTRUCTION

NEW YORK STATE DEPARTMENT OF TRANSPORTATION

CERTIFICATE OF MAPS REQUIRED

SUPERSEDED BY EB 98-045
EFFECTIVE 12/1/98

Subject Code: 7.25-1

Distribution:

30 Main Office

32 Regions

34 Special

Code: EI 88-25

Date: 6/1/88

APPROVED:

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D. J. GURNETT, Real Estate Division, Director

Supersedes:

This EI revises the procedure for the preparation and submission of the Certificate of Maps Required for Project (copy attached), a requirement for all contracts. The Main Office Real Estate Division will no longer request that this form be completed after projects have been advertised. Effective with the letting of October 6, 1988 (PS&E Date July 14, 1988), the certificate is to be prepared at the time of a project's PS&E submission.

It is the responsibility of the Regional Mapping Supervisor to prepare this certificate and supply it to the designer for the PS&E submission. The original certificate shall be attached to the Main Office Real Estate Division's copy of the PS&E transmittal memo and one copy shall be forwarded to the Regional Real Estate Group. A statement that the certificate has been prepared and sent to the Real Estate Division must be included in the PS&E transmittal memo. This change will be included in the next revision to EI 87-1, Final PS&E Submission.

The certificate shall be prepared whether all mapping requirements are known or not. If mapping requirements are not complete, the certificate shall so indicate. On mapping completion, an amended certificate shall be prepared, with distribution the same as above. When required, an amended certificate shall be prepared as soon as the mapping requirements are known and no later than one month prior to letting.

	Prel.	Final	
	Design	Landscape	
	Mapping	Notes	
	Facilities		
JUN 1 1988			

MEMORANDUM
DEPARTMENT OF TRANSPORTATION

DATE

SUBJECT CERTIFICATE OF MAPS REQUIRED FOR PROJECT

FROM Regional Director, Region #

TO Director, Appraisal Bureau, Room , Bldg.

Contract No.

Project:

Please be advised that the maps identified and listed on Schedule A, annexed hereto and made a part hereof, are maps required for the above identified contract and project.

Please be further advised that such maps constitute all of the property required to be appropriated for this project.

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
REAL ESTATE DIVISION

SCHEDULE A
MAPS REQUIRED FOR PROJECT