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Date: September 21, 2010

To: All A/E Firms

From: Carl T. Thurnau, PE

Re: SED Electronic Review Process

As part of the electronic project review process, it is important for SED that all project record documents are kept together.

Effective immediately, all addenda documents for electronically approved projects, whether issued to SED during the initial electronic project review and approval process, issued to contractors during the bid process, or issued post-bid, must be submitted to SED through the Dataflow system. This will assist SED in keeping all project approval and addenda documents archived together.

At this time, if we receive paper copies of addenda for a project that was reviewed or approved electronically, you will be requested to re-submit the information electronically.