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|  <p style="text-align: center;">Montana Department of Transportation</p> <p style="text-align: center;">CONSTRUCTION MEMO</p> | Date Issued: May 6, 2008 |
| | Date Effective: May 6, 2008 |
| | Related Specifications: All |
| Subject: Specification Revision Process | |

To: Distribution

From: Lisa Durbin, P.E., 
Construction Administration Services Engineer

The development and construction of a high quality, cost-effective transportation project requires clear, concise and effective contract language and specifications. To help achieve this, the Construction Administration Services Bureau recently formed the Standards Committee with the goal of ensuring uniformity and compliance with standard MDT practices in all contract language. The committee is comprised of representatives from Construction, Preconstruction, Maintenance, Materials, and the Districts.

The Standards Committee has approved the process to be followed for updating or revising:

- Standard Specifications
- Standard Special Provisions
- Detailed Drawings
- Materials Manual

Effective immediately, all revisions to the above listed items must follow this process. The process, which includes the procedure for submitting requested changes, is available on the MDT Internet:

http://www.mdt.mt.gov/other/const/external/proposed_spec_changes/SPEC_REVISION_PROCESS.PDF

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