



Surfacing and grading items should almost always be used. Do not use mobilization and traffic control. Other items can be used as appropriate. For overlay projects the ratio can be calculated based on the portion of the applicable project length.

Example:

Project Length = 10 miles: 8 miles in County A, 2 miles in County B.

The ratio =  $\frac{8}{10}$  to  $\frac{2}{10}$  0.8 to 0.2 or 80% to 20%

For this example the quantity split would be 80% for County A and 20% for County B.

We originally said that the split ratio would be included in the project transmittal memo to the Contract Plans Bureau. However, it was determined that there is no room on the standard transmittal memo form. Consequently we have decided that the split ratio should be provided in a separate memo. The memo should contain the following information:

- Why the soft split is needed (e.g. the project is located in 2 counties)
- The soft split calculations  
The soft split ratio.

If you have questions concerning this, please contact me at 444-6244.

Distribution:

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