



# Some of the main responsibilities for Cities, Counties and project designers

- Request/Obtain the utility data related to your project
- Place that information on the final drawings and clearly depict the quality of that data A-D
- Update the Utility data not more than 90 days before the bid advertisement
- Conduct 1 or more preliminary design meetings and coordinate utility relocation
- Conduct 1 or more preconstruction meeting to communicate project design and coordinate utility relocation
- Document: How many meetings were held? When were they held? Who was invited? Who attended?