

Contract Services Division

# Consultant Advisory

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2013-1

February 7, 2013

## Electronic Submittal of Contracting Documents

Effective February 11, 2013, MDOT will begin electronically submitting, via e-mail, all contracting documents to **both the Prime Consultants and MDOT Project Managers**. We will no longer be faxing or mailing the documents to you. This includes all newly executed contracts, authorizations, amendments, and revisions originating in Contract Services Division.

MDOT will be utilizing the e-mail address provided by the Consultant on Form 5101, Priced Proposal Cover Sheet, which is submitted for each individual contracting document. Please ensure that the e-mail provided on this form is the location in which you would like the contracting documents sent. Please provide only one e-mail address on this form.

At this time, there will be no additional changes to the current contracting process.

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