



To:  
 From: Jack Garrett  
 Date:  
 Phone #:  
 Email:  
 RE: 2008 TESS Right-of-Way Mailout Program



Due to your interest in the TESS Right-of-Way Mailout Program, you are receiving this letter as a request for information to begin the 2008 program. Following is an outline of information needed in order to begin the program for 2008.

Please e-mail centerline shapefiles (recommended file format Geographic Coordinate System NAD83) to [jackgarrett@digtess.org](mailto:jackgarrett@digtess.org) Include system name, file type, projection and datum of shapefile. If size exceeds 10 mb, please call 817-431-6077.

Please check here to use your centerlines from the 2007 TESS Program.

A coverage map and asset county index will be provided back to you to assure all assets are included. This program includes all 50 states.

Audience Identification Parameters

Please check one of the following buffers for each audience you wish included in your program. If an audience is left unchecked it will not be estimated, and will be omitted from your program. Please fax form completely filled out to 817-431-6077.

**Affected Public**

**Excavator**

- |  |  |
|--|--|
| <input type="checkbox"/> 1,320 feet total/660 either side (RP 1162 Min.) | <input type="checkbox"/> 20 miles total/10 miles either side (recommended) |
| <input type="checkbox"/> 2,640 feet total/1,320 either side              | <input type="checkbox"/> 10 miles total / 5 miles either side              |
| <input type="checkbox"/> 5,280 feet total/2,640 either side              | <input type="checkbox"/> Asset County                                      |
| <input type="checkbox"/> Other _____                                     | <input type="checkbox"/> Other _____                                       |

**Emergency Official**

**Public Official**

**Schools**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Asset County                 | <input type="checkbox"/> Asset County                 | <input checked="" type="checkbox"/> 2,000 feet total / 1,000 either side |
| <input type="checkbox"/> Asset County + 20 Mile Total | <input type="checkbox"/> Asset County + 20 Mile Total | (required-TX Administration Code 8.315)                                  |

**Quantity of Samples Requested at end of program (These will be invoiced at .25 per piece) \_\_\_\_\_**

- All Centerlines and Program Parameters must be received no later than **November 30th, 2007**.
- The stakeholder audience identification totals and costs associated with your program will be sent the week of **January 26<sup>th</sup>, 2008**.
- Signed commitment in the program will be required prior to **February 29<sup>th</sup>, 2008**.

Thank you for your consideration and your interest in the 2008 TESS ROW Mailout Program. Please feel free to call with any questions or comments.

Sincerely,

Jack Garrett  
 817-431-6077  
[jackgarrett@digtess.org](mailto:jackgarrett@digtess.org)