# PRE-CONSTRUCTION MATERIAL TRANSMITTAL FORM

SIP Project # ___________  Project Address _______________  Date: ____________

All items checked “Required” must be submitted for review and approval prior to scheduling a Pre-Construction Meeting. Check the “Submitted” box for all items being submitted.

SIP Project Manager: ________________  Phone: ______________________

Pre-Construction Materials Submitted by: ____________________________ (Sign and Print Name)

All Required Forms and Templates are available on the SDOT web site at [http://www.seattle.gov/transportation/stuse_sip.htm](http://www.seattle.gov/transportation/stuse_sip.htm). Submit required materials in one package.

## Pre-Construction Material Submittals

<table>
<thead>
<tr>
<th>Required</th>
<th>Submitted</th>
<th>Form Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>SIP Construction Contact Form</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>SIP Construction Schedule Template</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Request for Approval of Material Sources (RAMS) Form</td>
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<tr>
<td>☐</td>
<td>☐</td>
<td>Notice of Construction in the Public Right of Way Neighborhood Flyer</td>
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<td>☐</td>
<td>☐</td>
<td>Certificate of Insurance for General Liability Insurance</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Traffic Control Plan(s)</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Temporary Lighting Plan</td>
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<tr>
<td>☐</td>
<td>☐</td>
<td>Temporary Signal Plan</td>
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</tbody>
</table>

Mix Designs are required for:
- ☐ Asphalt
- ☐ Concrete

Sieve Analysis
- ☐ Aggregates

Catalog Cuts are required for all materials listed on the RAMS Form (except asphalt, concrete, and aggregates)

Material Samples are required for:

- ☐ __________________________________________________________________________
- ☐ __________________________________________________________________________
- ☐ __________________________________________________________________________
- ☐ Other: _______________________________________________________________________

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SDOT STREET USE STAFF TO FILL OUT BOTTOM PORTION OF FORM

Seattle Department of Transportation | Street Use Division
700 Fifth Avenue, Suite 2300 | PO Box 34996
Seattle, Washington 98124-4996
(206) 684-5253 | SDOTPermits@Seattle.gov

STREET USE—RECEIPT OF DOCUMENTS

STREET USE RECEIVED THE FOLLOWING ITEMS FOR

SIP Project # ________________  Project Address ____________________________

☐ SIP Construction Contact Form
☐ SIP Construction Schedule Template
☐ Request for Approval of Material Sources (RAMS) Form
☐ Notice of Construction in the Public Right of Way Neighborhood Flyer
☐ Certificate of Insurance for General Liability Insurance
☐ Traffic Control Plans
☐ Temporary Lighting Plan
☐ Temporary Signal Plan
☐ Mix Designs for ☐ asphalt ☐ concrete
☐ Sieve Analysis for aggregates
☐ Catalog Cuts
☐ Material Samples
☐ Other ____________________________