



TOWN OF LOOMIS
3665 Taylor Road
P.O. Box 1330
Loomis, CA 95650
(916) 652-1840

12/22/2022

ATTN: All Prospective Proposers
PROJECT: Plan Sheet Scanning Services
SUBJECT: **Additional Information**

This document has been prepared to provide additional information on the work scope anticipated.

Subdivision Improvement Plans:

The Town has two flat drawers with subdivision improvement plans. There are also subdivision plans rolled up in a tube file, mylars of improvement plans in a hanging file, and miscellaneous improvement plans in piles around the office.



Grading and Capital Project Plans:

One section of the office has a tube file with grading and capital project plans.



Commercial Project Plans – Budget Permitting:

The Town has a closet full of older, archived commercial property improvement plans that it would like to scan, budget permitting.



Additional Information:

The Town is agreeable to having the plans picked up or shipped for scanning, in bulk, rather than piecemeal. Two batches are anticipated. One for the base budget work, and one for the archived plans in the closet, budget permitting.

Acknowledgement:

Acknowledgement of this additional information is not required in the proposal.