ADMINISTRATIVE INFORMATION:

• **Effective Date.** This Engineering Bulletin (EB) is effective upon signature.

• **Superseded Issuances.** The information transmitted by this EB supersedes Chapter 3 and 9 of the CADD Standards and Procedure Manual.

**PURPOSE:** To announce the availability of:
- Project Development Manual (PDM) - Appendix 14 Project Data Management
- An updated Table of Contents for the Project Development Manual
- An updated Table of Contents for the CADD Standards and Procedure Manual

**TECHNICAL INFORMATION:** Appendix 14 is a new appendix to the PDM. Appendix 14 combines all of the Department’s ProjectWise policy and relocates it from the CADD Standards and Procedure Manual to the PDM. The policy has been incorporated into the PDM to provide a more complete direction on the management of electronic project data, beginning with the initial stages of a project through project completion. The Appendix provides information on ProjectWise and a comprehensive project document naming convention.

**DISTRIBUTION:** Appendix 14 will be distributed separately. Consultants and others who are required to purchase the PDM should send a check or money order for $3.50 payable to the New York State Department of Transportation at the following address:

Plan Sales Unit
New York State Department of Transportation
50 Wolf Road, 1st Floor
Albany, N.Y. 12232
Phone - (518) 457-2124

An electronic copy of the PDM chapters and appendices are available, free of charge, in a downloadable format on the NYSDOT IntraDOT or internet site. They may be found at the NYSDOT internet home page (www.dot.state.ny.us) or IntraDOT by clicking on “Site Index,” then “Project Development Manual.”

**CONTACT:** General questions about PDM chapters and appendices should be directed to Farhan Haddad, DQAB – Project Development Manual Section @ (518) 457-7282 (e-mail fhaddad@dot.state.ny.us)