|  |  |
| --- | --- |
|  | Memorandum |

To:

From:

Through:

Date:

Subject: Certification of Field-Determined Best-Fit Centerline

Project Number: [Insert Project Number]

Project Name: [Insert Project Name]

To Whom It May Concern:

This letter certifies that the centerline for the referenced project was identified in the field and processed using the criteria outlined in the applicable SOP. A best-fit alignment was developed based on surveyed data, reviewed, and finalized by the District.

As a licensed professional engineer, I certify that the SOP procedures were followed and the attached LandXML represents the field-determined centerline.

This file is submitted in OnBase under document type: [NDOT DIST Pre-Letting Correspondence - Certification of Field-Determined Best-Fit Centerline].

Roadway Design should use this alignment as the basis for the Design Alignment. Any changes beyond stationing updates must be coordinated with the District.

Sincerely,

[Insert Name]

[Insert Title]

[Insert Company