



# AIA<sup>®</sup> Document G601<sup>™</sup> – 1994

## Request for Proposal - Land Survey

- SURVEYOR
- OWNER
- ARCHITECT

DATE:

**PROJECT** *(Name and address)*

New Adult Detention Facility  
 Calaveras County Sheriffs Department  
 891 Mountain Ranch Road  
 San Andreas, California

**OWNER** *(Name and Address)*

County of Calaveras  
 891 Mountain Ranch Road  
 San Andreas, California

**SURVEYOR** *(Name and Address)*

*(Paragraph deleted)*

**PROJECT / CONSTRUCTION MANAGER** *(Name and Address)*

Kitchell CEM  
 2750 Gateway Oaks Drive  
 Sacramento, California 95833

**ATTENTION** *(In P/CM's office)*

Arthur Lytle

**P/CM PROJECT NUMBER:**

3605A3

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### REQUEST FOR PROPOSAL

The Owner requests the Surveyor to submit to the Owner a proposal for a Land Survey of the property described below.

The Surveyor shall submit the proposal by attaching hereto (and identifying in Article 8) the material required, and returning three signed copies of this document to the Owner.

The Surveyor shall include with the proposal a statement defining any proposed deviations from the requirements of this document, including additions, deletions, exceptions and revisions.

If the Owner accepts the proposal, all three copies of this document will be signed by the Owner; one will be returned to the Surveyor and one to the Architect. Upon execution and receipt by both parties, this document and all attachments listed in Articles 6, 7 and 8 shall form the Agreement between the Owner and the Surveyor.

#### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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The Surveyor shall hold the proposal open for acceptance by the Owner for a period of sixty ( 60 ) calendar days after the date of submittal to the Owner.

## LAND SURVEY PROPOSAL

### ARTICLE 1 GENERAL PROVISIONS

#### § 1.1 TIME

§ 1.1.1 Subject to any limitations stated in this proposal, the specified Land Survey shall be completed and the drawing(s) and report(s) delivered to the Owner and the P/CM within sixty ( 60 ) calendar days after written authorization to proceed is received, barring circumstances beyond the Surveyor's control that force a delay. In such instance, the Surveyor will inform the Owner of the cause of the delay.

#### § 1.2 COMPENSATION

§ 1.2.1 The Surveyor shall attach the lump sum fee or rate and price schedule information or both to this proposal. The cost of the Land Survey (including the furnishing of all materials, surveying equipment and computers, labor and any required insurance) shall be based upon the method(s) checked below:

a stipulated sum for all services based on this proposal, with adjustments to the stipulated sum being computed in accordance with the Surveyor's attached rate schedule if changes in the work are authorized;

OR

charges computed in accordance with the Surveyor's current attached rate schedule which shall include a lump sum for mobilization, demobilization, travel and per diem expenses, stating the maximum amount of cost that will be incurred without prior written authorization by the Owner;

OR

as specified below.

#### § 1.3 BILLING AND PAYMENT

§ 1.3.1 Billing for the survey shall be as checked below:

to the Owner's address above, with a copy to the P/CM;

OR

to the Owner in care of the Architect, in duplicate, at the Architect's office address.

§ 1.3.2 Payment shall be made as follows:

*(Here insert payment provisions.)*

#### § 1.4 INSURANCE

§ 1.4.1 The Surveyor shall provide and maintain insurance coverage for claims under Workers' Compensation Acts; claims for damages because of bodily injury, including personal injury, sickness or disease, or death of employees or of any other person; and from claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom. The Surveyor's proposal shall state the coverages and limits of liability of professional liability insurance that will be maintained for protection from claims arising out of the performance of professional services. Certificates of Insurance evidencing the above coverages shall be made available at the Owner's request.

#### § 1.5 PROTECTION OF PROPERTY

§ 1.5.1 The Surveyor shall contact the Owner for information regarding the site and shall take all reasonable precautions to prevent damage to property, visible and concealed, and shall reasonably restore the site to the condition existing prior to the Surveyor's entry, including, but not limited to, repair of lawns and plantings.

#### § 1.6 QUALIFICATIONS

§ 1.6.1 All services shall be performed by qualified personnel under the supervision of a professional licensed or otherwise qualified by the state to practice land surveying, and the document(s) submitted shall bear the Surveyor's seal and statement to that effect.

**§ 1.7 USE OF SURVEYOR'S DRAWINGS**

**§ 1.7.1** It is understood that the Owner, or the Architect on the Owner's behalf, may reproduce the Surveyor's drawings without modification and distribute the prints in connection with the use or disposition of the property without incurring obligation for additional compensation to the Surveyor. The original drawings shall remain the property of the Surveyor.

**§ 1.8 ACCURACY STANDARDS**

**§ 1.8.1** Precision of the survey shall be based on the positional accuracy concept. The Surveyor shall recommend in the proposal positional accuracy limits and error of closure limits for the property being surveyed.

**ARTICLE 2 PROPERTY INFORMATION PROVIDED BY OWNER**

**§ 2.1 LEGAL DESCRIPTION:**

*(Insert legal description of the property and attach supporting data.)*

See attachments, if any, identified in Article 7.

**§ 2.2 COMMON DESCRIPTION:**

*(Insert property name and address.)*

Existing Government Complex plus the 57 acres North of the existing government complex

See attachments, if any, identified in Article 7.

**§ 2.3 PROPERTY LINES AND ACCESS**

**§ 2.3.1** Property lines and means of access are shown on the attached drawings, identified in Article 7. Site access is provided by the arrangement checked below:

The Owner has title to this property and the right of entry for this survey.

The Owner has secured permission from the present owner and tenant for entry to the property for this survey, subject to the following conditions:

The present owner is:

The present tenant is:

Other conditions:

The Surveyor shall contact the following person(s) in order to schedule site access and make necessary arrangements:

*(Insert names, addresses and telephone numbers, if any.)*

Captain Ed Ballard  
Calaveras County Sheriff's Department  
891 Mountain Ranch Road  
San Andreas, California  
209-754-2892

As otherwise specified below.

**ARTICLE 3 DRAWING REQUIREMENTS**

Requirements for land survey drawings are as indicated below.

**§ 3.1** Drawings shall note all dimensions and elevations in:

imperial units at 1"=100'-0" scale.

metric units at \_\_\_\_\_ scale.

**§ 3.2** Drawing sheets shall be trim size 30 x 42 with left binding edge and borders.

**§ 3.3** Show NORTH arrow and locate magnetic North:

directed to the top of the sheet;

OR

as specified below.

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§ 3.4 Include legend of symbols and abbreviations used on the drawing(s).

§ 3.5 Spot elevations on paving or other hard surfaces shall be to the nearest .01 foot; on other surfaces, to the nearest .10 foot. If required by Section 3.1, use equivalent metric units.

§ 3.6 Boundary and topographic information, where both are required, shall be on the same drawing unless otherwise requested by the Architect.

§ 3.7 State elevation datum on each drawing:

use National Vertical Geodetic Datum (NVDG) 1929 and give location of benchmark used;

OR

use assumed elevation at :

OR

use official town datum;

OR

as specified below.

§ 3.8 Furnish to the P/CM one reproducible transparency and three prints of each drawing. The Surveyor shall sign and seal each drawing and shall state that to the best of the Surveyor's knowledge, information and belief, all information thereon is true and accurately shown.

#### ARTICLE 4 LAND (BOUNDARY) SURVEY REQUIREMENTS

Survey requirements shall be established as indicated below.

§ 4.1 Show boundary lines, giving length and bearing (including reference or basis) on each straight line; interior angles, radius, point of tangency and length of curved lines. Unless otherwise prohibited by law, where no monument exists, set permanent iron pin (monument) or other suitable permanent monument at property corners; drive pin adequately into ground to prevent movement and mark with wood stake; state on the drawing(s) whether corners were found or set and describe each.

§ 4.2 Furnish a legal description that conforms to the record title boundaries. Prior to making this survey and insofar as is possible, the Surveyor shall acquire data including, but not limited to, deeds, maps, certificates or abstracts of title, section line and other boundary line locations in the vicinity.

Reconcile any discrepancies between the survey and the recorded legal description.

§ 4.3 Give area in square feet if less than one acre; in acres (to .001 acre) if over one acre. If required by Section 3.1, use equivalent metric units.

§ 4.4 Note identity, jurisdiction and width of adjoining streets and highways, width and type of pavement. Identify street monuments and show distance to the nearest intersection.

§ 4.5 Plot location of structures on the property. Dimension to property lines and other buildings. Note vacant parcels as VACANT. Describe building materials and note number of stories.

Dimension perimeters in feet and inches to nearest 1/2 inch;

OR

dimension perimeters in feet and decimals to .05 foot;

OR

dimension perimeters in metric units to the nearest millimeter.

Include adjacent property within 200 feet.

§ 4.6 Show encroachments, including cornices, belt courses, etc., either way across property lines.

§ 4.7 Describe fences and walls and locate them with respect to property lines.

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User Notes:

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- Include identification of party walls.
- § 4.8 Show recorded or otherwise known easements and rights-of-way and identify owners (holders).
- § 4.9 Note planned rights-of-way and the nature of each.
- § 4.10 Note planned street widenings.
- § 4.11 Show individual lot lines and lot block numbers; show street numbers of buildings if available.
- § 4.12 Show zoning of property. If more than one zone, show the extent of each. Show zoning of adjacent property and property across the street(s) or highway(s).
- § 4.13 Show building line and setback requirements, if any.
- § 4.14 Give names of owners of adjacent property.
- § 4.15 Other: (*Specify*)
  - A) Include a licensed Arborist as part of the survey team to determine and evaluate the species, size and condition (health) of the trees on the site. We will be required to mitigate trees in a healthy condition that will be cut down for new construction.
  - B) Provide complete Due Diligence on the entire 57 acres and specific to the counties 11.5 acre site. Due diligence report shall include:
    - Preliminary Report
    - Title Documents
    - Assessors Map or Maps
    - Unrecorded Rights Certification Letters
    - Legal Description & Exhibit Maps

The Due Diligence shall follow and provide the documents needed in the "County Real Estate Due Diligence Package Submission Checklist" attached here to.

**ARTICLE 5 TOPOGRAPHICAL SURVEY REQUIREMENTS**

All lines of levels shall be checked by separate check level lines, or on previous turning points or benchmarks. Topographical survey requirements shall be established as indicated below. If required by Section 3.1, use equivalent metric units.

- § 5.1 A minimum of one permanent benchmark on site for each four acres and a description and elevation to nearest .01 foot.
- § 5.2 Contours at 5'-0" max. foot intervals; error shall not exceed one-half contour interval.
- § 5.3 Spot elevation at each intersection of a foot square grid covering the property.
- § 5.4 Spot elevations at street intersections and at 25'-0" feet on center of curb, sidewalk and edge of paving, including far side of paving. If elevations vary from established grades, also state established grades.
- § 5.5 Plotted location of structures, paving and improvements above and below ground.
- § 5.6 Floor elevations and elevations at each entrance of buildings on the property.
- § 5.7 Utility information. The following information is to be shown based on record information and on surface evidence. Inadequate record data requiring the surveyor to employ techniques of subsurface exploration to locate utilities will be an additional service subject to Owner approval.
  - Location, size, depth and pressure of water and gas mains, central steam and other utilities including, but not limited to, buried tanks and septic fields serving, or on, the property.

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- Location of fire hydrants available to the property and the size of the main serving each.
- Location, elevation and characteristics of power, cable television, street lighting, traffic control facilities and communications systems above and below grade.
- Location, size, depth and direction of flow of sanitary sewers, combination sewers, storm drains and culverts serving, or on, the property; location of catchbasins and manholes, and inverts of pipe at each.
- Name of the operating authority, including contact person and phone number, for each utility indicated above.

§ 5.8 Mean elevation of water in any excavation, well or nearby body of water.

§ 5.9 Location of flood plain and flood level of streams or adjacent bodies of water seasonal or otherwise.

§ 5.10 Extent of watershed onto the property.

§ 5.11 Location of test borings if ascertainable, and the elevation of the tops of holes.

§ 5.12 Location of trees 2" inches and over (caliper three feet above ground): locate within one foot tolerance and identify species in English and botanical terms.

§ 5.13 Location of specimen trees flagged by the Owner or the Architect ( in number): locate to center within six inches tolerance; give species in English and botanical terms, give caliper three feet above ground and ground elevation on upper slope side.

§ 5.14 Perimeter outline only of thickly wooded areas unless otherwise directed.

§ 5.15 Description of natural features.

§ 5.16 Location(s) of suspected or confirmed soil contamination(s).

§ 5.17 Other: (*Specify*)

A) Native American artifacts and /or remains.

B) Location, diameter, depth of previous mining activities on the site.

#### ARTICLE 6 ADDITIONAL REQUIREMENTS

*(Describe any additional requirements specific to this Project.)*

#### ARTICLE 7 ATTACHMENTS BY OWNER

*(Identify attachments by Owner as described in Sections 2.1, 2.2 and 2.3, and any other documents that are incorporated by reference below.)*

##### § 7.1

General map of property.

##### § 7.2

County Real Estate Due Diligence Package Submission Checklist"

##### § 7.3

Environmental Impact Report

#### ARTICLE 8 ATTACHMENTS BY SURVEYOR

*(Identify and attach any other terms or conditions, accompanying sketches and any other documents that are incorporated by reference below.)*

##### § 8.1

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§ 8.2

§ 8.3

**ARTICLE 9 SUBMISSION OF PROPOSAL**

By signing this document, the Land Surveyor represents that all appropriate attachments and additions have been made and that any proposed deviations from the requirements of the Owner's request have been clearly identified.

**LAND SURVEYOR**

**PROPOSAL DATE**

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Month, day and year)*

\_\_\_\_\_  
*(Printed name and title)*

**ARTICLE 10 ACCEPTANCE OF PROPOSAL**

By signing this document, the Owner accepts the Land Surveyor's proposal, including all attachments listed in Articles 6, 7 and 8 that henceforth shall form the Agreement between the Owner and the Land Surveyor.

**OWNER**

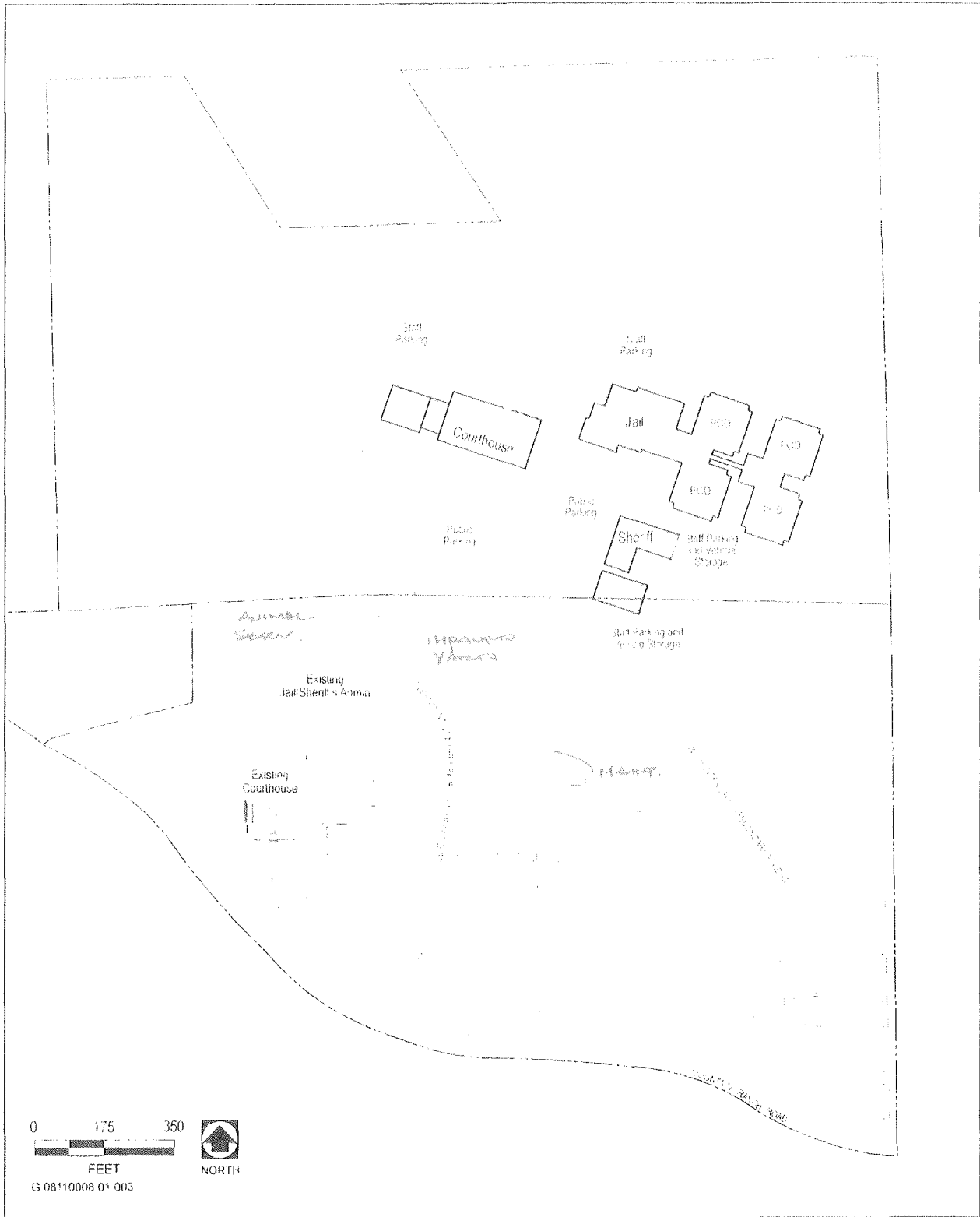
**ACCEPTANCE DATE**

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Month, day and year)*

\_\_\_\_\_  
*(Printed name and title)*

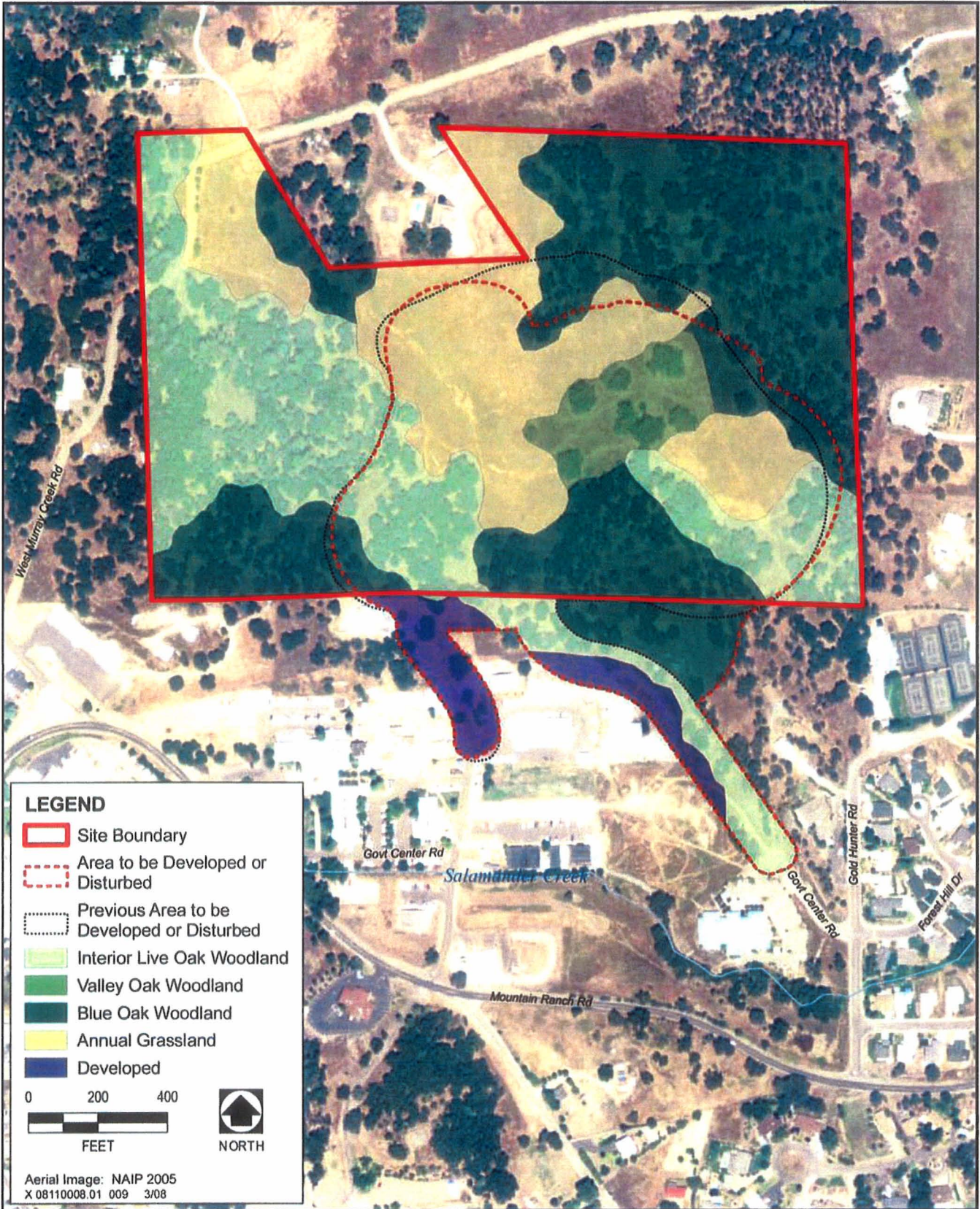
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Source: Adapted by EDAW in 2008

**Existing and Proposed Facilities**

**Exhibit 2-4**



Source: EDAW 2008

**Project Site Oak Woodland Map**

**Exhibit 2-1**

## COUNTY REAL ESTATE DUE DILIGENCE

### PACKAGE SUBMISSION CHECKLIST

This checklist is intended for use as a guide when researching for and preparing real estate due diligence review submission packages in support of the California Department of Corrections and Rehabilitation's (CDCR) Corrections Standards Authority (CSA) Request for Proposals (RFP), Construction or Expansion of County Jails, issued December 20, 2007 (RFP).

This checklist corresponds to the real estate due diligence review and the land-only appraisal review components of the Real Estate Due Diligence review addressed within the RFP and required in order for a county to be considered eligible to participate in the AB 900 Local Jail Construction Funding Program. The real estate due diligence review and the land-only appraisal review will be performed by the California Department of General Services (DGS) on behalf of the State Public Works Board (SPWB).

Additional documentation, documentation updates, and assurances may be requested by the State in support of its review requirements.

### PACKAGE SUBMITTAL INSTRUCTIONS

Two (2) complete sets of documentation packaged in 3-ring binders are required for each proposed project submitted to CDCR. Binder tabs should separate each section according to the Package Submission Checklist. Completed packages should be mailed to:

Department of Corrections and Rehabilitation  
Facilities Management Division  
Asset Management Branch  
9838 Old Placerville Road, Suite B  
Sacramento, CA 95827

Attn: Project Manager  
(916) 255-3397

### PACKAGE SUBMISSION DOCUMENTS

#### **Preliminary Report**

- Preliminary Report A preliminary report provided by a title company authorized to issue title insurance within the State of California is required. The preliminary report should be dated within three (3) months of the real estate due diligence package submission.

The area covered by the preliminary report, i.e., its legal description, should be that of the proposed project site. However, if the proposed project site is a newly written legal description "footprint" located within a greater parcel, the area covered by the preliminary report should be that of the greater parcel.

Additionally, if vehicular access to the proposed project site or its greater parcel is not by way of direct frontage on a public road then the area and interests covered by the preliminary report should also include any additional adjacent parcels and/or appurtenant easements that enable the access (fulfilling said requirements provides for what is hereinafter known as the Greater Parcel Area).

- Title Documents When ordering the preliminary report require the title company to provide copies of all Greater Parcel Area vesting documents and vesting sub-documents. They should also provide copies of all preliminary report exceptions to coverage documents including sub-documents and maps of record.

private entities or persons that affect the use and/or occupancy of the Greater Parcel Area. We are looking for any potentially enforceable right another entity or person may claim allows them to use, occupy, or cross the Greater Parcel Area.

Sometimes conditions exist in real property that one assumes are recorded legal uses i.e., roadways, irrigation/flood control facilities, ditches, encroachments, or utility lines. However, a visually identified or known periodic use may not appear in the property's preliminary report. Compare your records and knowledge of site conditions with the preliminary report and identify any conflicting property uses.

## Legal Descriptions and Exhibit Maps

### Deliverables

To more efficiently manage their project costs, it is recommended that counties coordinate with SPWB staff prior to preparing or contracting for deliverables identified within this section.

The legal description and accompanying legal description plat map (as described below) of the proposed project site will be utilized as exhibits within multiple lease-revenue bond documents and are subject to specific production standards.

The title exceptions map utilized during the real estate due diligence review shall cover the Greater Parcel Area and is subject to specific production standards.

Discoveries made during the real estate due diligence review process may necessitate legal description and legal description plat map modifications.

The final determination as to the sufficiency of the legal description and legal description plat map will be made by SPWB staff.

The following general requirements apply to each legal description, legal description plat map, and title exception map deliverable:

- Submit one (1) electronic copy in .pdf format each individually for the legal description, legal description plat map, and title exceptions map (as described below);
- Prepare on 8 ½" x 11" white bond;
- Do not include company logos, title blocks, shrubbery, trees, contour lines, or "Exhibit" labels on any of the documents;
- Labeling format:
  - Legal description – labeled simply, "Legal Description";
  - Legal description plat map – labeled simply, "Plat Map to Accompany Legal Description";
  - Title exceptions map – labeled simply, "Title Exceptions Map".
- Provide wet signed and stamped documents for the legal description (newly written legal descriptions for the proposed project site), legal description plat map, and title exceptions map.

### ▪ Legal Description

Existing previously recorded legal descriptions of the proposed project site being encumbered may be utilized without being wet signed and stamped.

When developing a newly written legal description for a proposed project site consider the following guidelines:

- The property boundary being described should generally include at least a 5-to-15 foot buffer between the actual facility being constructed and other buildings on the site (not part of the proposed project). This rule is unrelated to any building code requirement. It is a general rule and may be altered given particular site conditions and/or upon the direction of SPWB staff.

## Update at Time of Bond Sale

- Future Deliverables Prior to the bond sale and generally on or around the time of completion of construction, an update of the real estate due diligence review is required.

The update is necessary to identify and analyze newly disclosed Greater Parcel Area burdens that impact the property being encumbered. Confirmation that the project was built within the property being encumbered is also obtained.

Timing for the update will be as directed by SPWB staff.

The following county deliverables are required at the time of the real estate due diligence update:

- An updated preliminary report covering the Greater Parcel Area. The report should be prepared by the title company providing the original preliminary report;
- Updated Unrecorded Rights letters addressing any changes from the letters originally submitted;
- A letter certifying that the construction project was built within the proposed (or final) project site. The letter should be signed by the county staff responsible for project management.

## PACKAGE SUBMISSION NOTES AND RELATED REVIEW PROCESSES

### Site Inspections by State

- Site Visits The State will conduct site inspections of the Greater Parcel Area prior to completion of its real estate due diligence review. The site visits will be coordinated by CDCR staff.

### Findings and Mitigation

- SPWB Reports The DGS will submit a written report to SPWB staff outlining all findings of the real estate due diligence review and will identify any outstanding issues and recommendations for the mitigation of any known condition on the Greater Parcel Area that may affect the value, desirability or utility of the property. Copies of the report will also be provided to CSA, CDCR, and the county.

The DGS will submit a written report to SPWB staff of its analysis and conclusions of its proposed project site land-only value appraisal review. Copies of the report will also be provided to CSA, CDCR, and the county.

The DGS will also submit the real estate due diligence review update summary report to SPWB staff with copies going to CSA, CDCR, and the county.

- Issue Mitigation The DGS will attempt to clear minor real estate property rights due diligence issues during its review process. Clearing substantial issues such as those requiring abandonment or relocation of existing road/utility rights-of-way, recordation of correction deeds to perfect title, establishment of the property's boundary lines, quit claiming surface or mineral rights, quit claiming interests held by outside parties, and condemnation actions is the county's responsibility. The DGS is available on a fee for service basis to provide issue mitigation support.

Depending upon the nature of the issue, it is possible under certain conditions, to proceed with the project while mitigating an outstanding issue. This will be as directed by SPWB staff on a case-by-case basis.

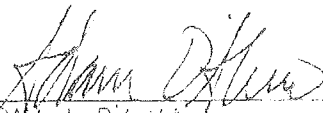
# LEGAL DESCRIPTION

PROJECT AREA:

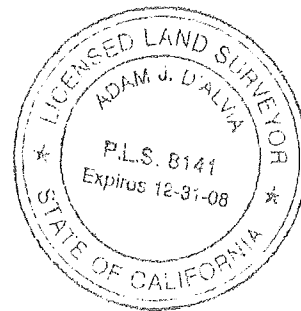
THAT PORTION OF THE SOUTH HALF OF SECTION 29, TOWNSHIP 1 NORTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF SAN BERNARDINO, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 29; THENCE SOUTH 00°25'45" WEST 647.11 FEET ALONG THE WEST LINE OF SAID SECTION; THENCE LEAVING SAID WEST LINE NORTH 89°43'23" EAST 1291.20 FEET TO THE TRUE POINT OF BEGINNING. THENCE NORTH 00°26'12" WEST 375.27 FEET; THENCE NORTH 89°43'23" EAST 721.37 FEET; THENCE SOUTH 00°02'57" WEST 297.57 FEET; THENCE SOUTH 89°33'48" WEST 326.35 FEET; THENCE SOUTH 65°42'35" WEST 190.80 FEET; THENCE SOUTH 89°56'43" WEST 218.00 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 5.47 ACRES  
238,391 SQ. FT.

  
ADAM J. D'ALVIA  
P.L.S. 8141  
EXP. 12/31/2008

10/10/07  
DATE:



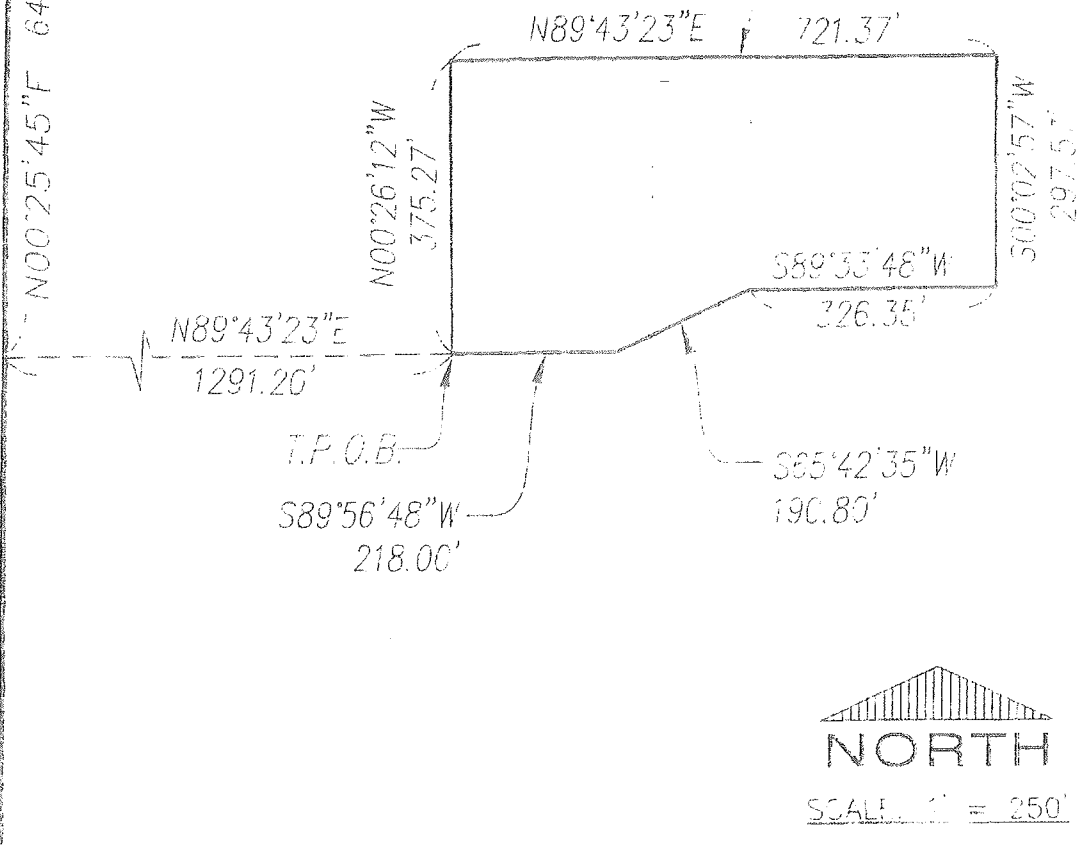
CONSTRUCT NEW MAIN KITCHEN  
FATTON STATE HOSPITAL

VICTORIA AVENUE

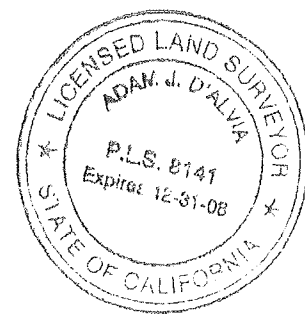
N00°25'45"W 647.11'

W 1/4 COR. SEC. 29.  
T.1N., R.5W., S.8M.

PROJECT AREA

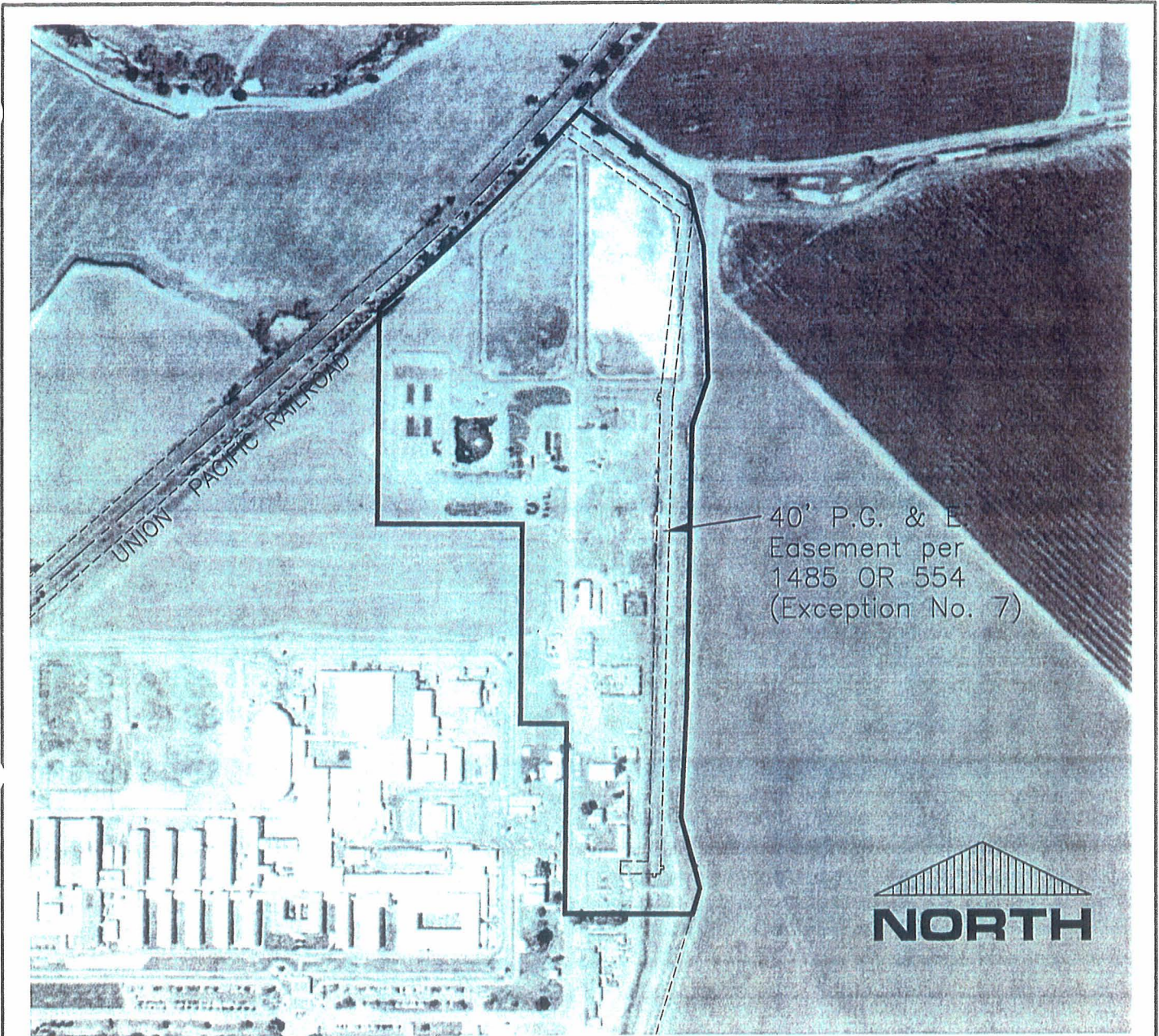


*Adam J. D'Alvia* 10/17/07  
 ADAM J. D'ALVIA (DATE:  
 P.L.S. 8141  
 EXPI. 12/31/2008



CONSTRUCT NEW MAIN KITCHEN  
 PATTON STATE HOSPITAL

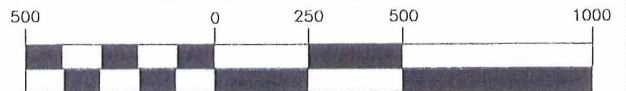
# MAP OF EXCEPTIONS



EASEMENT FOR ELECTRICAL TRANSMISSION AND TELEPHONE LINES TO SIERRA & SAN FRANCISCO POWER CO. RECORDED JUNE 30, 1910, IN BOOK 'A' OF DEEDS, VOL. 187, PAGE 585, MAY AFFECT THE AREA SHOWN HEREON. THE EXACT LOCATION AND AFFECT OF THIS EASEMENT CANNOT BE DETERMINED FROM THE RECORD INFORMATION.



## GRAPHIC SCALE



1 inch = 500 ft.

DEUEL VOCATIONAL INSTITUTION

SCALE: 1" = 500'	DRAWN BY: JC
DATE: 03/01/06	CHECKED BY: KAH