

February 17, 1972

MEMORANDUM:

TO: Reed Shields

FROM: Don Brooks

As you will probably note from the summary of the meeting addendum, Tom Fazio expects to have our engineering plans and specifications available sooner than I mentioned at the meeting. Therefore, I think it extremely advisable for you and your committee to send inquiry letters to prospective contracting companies very soon.

In the way Tom is talking it is very possible I will be able to bring back a good portion of the specifications, etc, when I return from Florida next weekend.

I realize the burden this project, along with the investigative work caused by my absence and our efforts to formulate our proposal for the P & Z Commission, however I am very **hopeful** you find some time to proceed and I might suggest that perhaps McLinden's office could help you with regard to correspondence, typing, etc. Just a thought.

Don Brooks

DB:dj