

SERVICES BY THE HCMPO

- 1.0 In general, the **HCMPO** and its representatives to their best of their efforts will render services as follows:
 - 1.1 Provide full information as to the **HCMPO's** requirements for the PROJECT.
 - 1.2 Assist the **Consultant** by placing at his disposal all available written data pertinent to previous operation, reports and any other data affecting the PROJECT.
 - 1.3 Respond promptly in writing to requests by the **Consultant** for authorization to proceed with specific activities deemed desirable.
 - 1.4 Examine documents submitted by the **Consultant** and render decisions pertaining thereto, promptly, to avoid unreasonable delay in the progress of the **Consultant** services.
 - 1.5 Furnish information required of him as expeditiously as necessary for the orderly progress of the work.
 - 1.6 Collect and supply CADD files, ArcView shape files, and any other available mapping of study roadways. This will include all available documentation of roadway cross-sections, segments, and lengths.
 - 1.7 Schedule meetings with Technical Committee and Policy Committee and notify members. Provide meeting agenda to Carter & Burgess one (1) week prior to meetings.
- 2.0 The **Consultant** shall be entitled to rely upon the **HCMPO** representative, who shall be identified in writing, regarding decisions to be made by **HCMPO**; furthermore, all notices or information shall be deemed "made" when conveyed to the representative.
- 3.0 The services, information, and reports required by Paragraph 1.0 (above) 1.1 through 1.7 inclusive shall be furnished at the **HCMPO** expense, and the **Consultant** shall be entitled to rely upon the accuracy and completeness thereof.