# **PUBLIC WORKS**

# SCHEDULE WITH SECTION DETAIL - 8/1/2013

		SCHEDUI			
PBW-05	ADMINISTRATIVE - GENERAL	PBW-10-44	Fuel - Usage Reports	PBW-15-66	Contracts and Agreements - Professional
PBW-05-05	Affidavits of Publication	PBW-10-50	Inventory - General/Stores		Services (Capital Construction)
PBW-05-07	Annual Reports	PBW-10-60	Inventory - Shop/Fleet (Parts)	PBW-15-67	Contracts and Agreements - Materials
PBW-05-09	Business Process Improvement	PBW-10-61	Inventory - Equipment and Parts	PBW-15-68	Contracts and Agreements - State of
PBW-05-11	Committee Records - City Advisory	PBW-10-64	Maintenance Plans (Safety and Job		Minnesota
	Committees		Plans)	PBW-15-74	Contract Surety - Labor and Materials Bonds
PBW-05-13	Committee Records - Council Committee Materials	PBW-10-65 PBW-10-66	Photographs - Operations and Assets Valve Database	PBW-15-75	Contract Surety - Performance or
PBW-05-19	Committee Records Requests for Council	PBW-10-68	Valve Records	PBW-15-76	Restoration Bonds Contract Tracking Spreadsheet
DDW 05 04	Committee Action	DDW 42	ENVIDONMENTAL	PBW-15-91	Credit and Refunds - General
PBW-05-21	Complaints, Issues, Requests and	PBW-12	ENVIRONMENTAL, REGULATORY/COMPLIANCE AND	PBW-15-92	Financial Oversight - Capital Projects
PBW-05-23	Tracking Records Correspondence and E-mails		HAZARDOUS MATERIALS	PBW-15-94	Financial Reporting -
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PBW-05-35	General Subject Files General Subject Files - Director of Public	PBW-12-04	Environmental Review Records	PBW-15-97	Rate Model - Equipment
PBVV-05-35	Works	PBW-12-06	Hazardous Waste Disposal Records	PBW-15-98	Rate Model - Utility
PBW-05-36	Graphics and Communications Records	PBW-12-08	Hazardous Waste Disposal Records -		, , , , , , , , , , , , , , , , , , ,
PBW-05-38	Management Review and Reports	. 52 00	Laboratory Chemicals	PBW-20	LABOR, WORK ORDERS AND
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PBW-05-40	Minutes and Records - Labor	PBW-12-14	Hazardous Waste Storage Inspections	DD14/ 00 04	(Dispatch)
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PBW-05-41	Neighborhood Files	PBW-12-18	Hazardous Waste Summary Reports	PBW-20-10	Dispatch System Crew Sheets - Work Orders - General
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PBW-10-14 PBW-10-15 PBW-10-16 PBW-10-20 PBW-10-22 PBW-10-23 PBW-10-24 PBW-10-25 PBW-10-28 PBW-10-30 PBW-10-32	Equipment Management Information System - M5 Equipment Management Information System (2) - Fleet 2000 & M-5 Equipment Maintenance and Repair Records - General Equipment Maintenance and Repair Records - History Record Equipment Maintenance and Repair - Hydrants Equipment Maintenance and Repair - Traffic Control Devices Equipment Maintenance Schedule Equipment Operating Manuals Equipment Ownership Information Equipment Rental Authorization - Contract Equipment Test and Calibration Records - General Equipment Test and Inspection Records - Shop/Fleet	PBW-15-38 PBW-15-39 PBW-15-42 PBW-15-43 PBW-15-44 PBW-15-48 PBW-15-50 PBW-15-56 PBW-15-57 PBW-15-57 PBW-15-58 PBW-15-60 PBW-15-61	PAY - Payroll Reports PAY - Payroll Time Sheets PAY - Time and Labor Utility - Automated Meter Reading Utility - Billing and History Records Utility - Billing Changes and Adjustments Utility - Financial Reporting Utility - Meter Readings (Raw Data) Utility - Revenue Summaries and Forecasting Audits Budget Planning Contracts and Agreements - General Contracts and Agreements - Construction Contracts and Agreements - Grant Contracts and Agreements - Leases (Ramps and Skyways) Contracts and Agreements - Intergovernmental (Water Resources)	PBW-25-62 PBW-25-64 PBW-25-70 PBW-25-71 PBW-25-72 PBW-25-80 PBW-25-85 PBW-30-002 PBW-30-005 PBW-30-001 PBW-30-011 PBW-30-014	Soil Testing Data Testing/Reporting - Unique Conditions Water Microbiological Analyses and Disinfection Water Quality - Complaints Water Quality - Miscellaneous Samples (Reports). Water Quality - Statistical Averages Water Quality - Violation Notices and Corrective Actions Water Turbidity Reports  LAND, BUILDINGS AND INFRASTRUCTURE INFORMATION Aerial Photographs/Digital Orthophotos Record Drawings Index Record Drawings - Bridge Record Drawings - City Owned Buildings Record Drawings - Elwell/Street Paving/MSA Projects (Historical)
PBW-10-14 PBW-10-15 PBW-10-16 PBW-10-20 PBW-10-22 PBW-10-23 PBW-10-24 PBW-10-25 PBW-10-30 PBW-10-32 PBW-10-32	Equipment Management Information System - M5 Equipment Management Information System (2) - Fleet 2000 & M-5 Equipment Maintenance and Repair Records - General Equipment Maintenance and Repair Records - History Record Equipment Maintenance and Repair - Hydrants Equipment Maintenance and Repair - Traffic Control Devices Equipment Maintenance Schedule Equipment Operating Manuals Equipment Ownership Information Equipment Test and Calibration Records - General Equipment Test and Inspection Records - Shop/Fleet Equipment Warranties	PBW-15-38 PBW-15-39 PBW-15-42 PBW-15-43 PBW-15-46 PBW-15-46 PBW-15-50 PBW-15-56 PBW-15-57 PBW-15-57 PBW-15-59 PBW-15-60 PBW-15-61	PAY - Payroll Reports PAY - Payroll Time Sheets PAY - Time and Labor Utility - Automated Meter Reading Utility - Billing and History Records Utility - Billing Changes and Adjustments Utility - Financial Reporting Utility - Meter Readings (Raw Data) Utility - Meter Readings (Raw Data) Utility - Revenue Summaries and Forecasting Audits Budget Planning Contracts and Agreements - General Contracts and Agreements - Construction Contracts and Agreements - Grant Contracts and Agreements - Leases (Ramps and Skyways) Contracts and Agreements - Intergovernmental (Water Resources) Contracts and Agreements - Memorandums of Understanding (MOU's)	PBW-25-62 PBW-25-64 PBW-25-70 PBW-25-71 PBW-25-72 PBW-25-80 PBW-25-85 PBW-30-002 PBW-30-005 PBW-30-008 PBW-30-010 PBW-30-012	Soil Testing Data Testing/Reporting - Unique Conditions Water Microbiological Analyses and Disinfection Water Quality - Complaints Water Quality - Miscellaneous Samples (Reports). Water Quality - Statistical Averages Water Quality - Violation Notices and Corrective Actions Water Turbidity Reports  LAND, BUILDINGS AND INFRASTRUCTURE INFORMATION Aerial Photographs/Digital Orthophotos Record Drawings - General Record Drawings - Bridge Record Drawings - City Owned Buildings Record Drawings - City Owned Buildings Record Drawings - Elwell/Street

# **PUBLIC WORKS**

### SCHEDULE WITH SECTION DETAIL - 8/1/2013

		SCHEDUL	E WITH SECTION DETAIL - 8/1/20	013	
PBW-30-018	Record Drawings - Surface Water &	PBW-38-23	Personnel - Journey and Apprentice Lists	PBW-45-134	Project Files - Parking (Ramps Owned by
	Sewer	PBW-38-25	Personnel - Seasonal Labor Solicitation		Others - Major Maintenance)
PBW-30-020	Record Drawings - Traffic	PBW-38-27	Personnel - Seasonal Layoff Tracking	PBW-45-136	Project Files - Property Services (Facilities
PBW-30-022	Record Drawings - TPE	PBW-38-33	Personnel - Supervisor File	PBW-45-138	Design and Construction) Project Files - Resurfacing, Unpaved
PBW-30-024 PBW-30-026	Record Drawings - Water Record Drawings - Private Service Line	PBW-38-40	Health & Safety - Commercial Drivers License Verification	1 500-43-130	Alleys, Retaining Walls, Bridge Capital
FBVV-30-020	Locations	PBW-38-42	Health & Safety - Driver Training and	PBW-45-140	Project Files - Street Construction
PBW-30-028	Engineer's Log	1 BW-30-42	Equipment Certifications	PBW-45-142	Project Files - TP&E (Bike Walk Program)
PBW-30-034	Foreman's Book	PBW-38-44	Health & Safety - Drug and Alcohol	PBW-45-144	Project Files - TP&E (Bridge Construction
PBW-30-036	Foreman's Book Index	DDW 20 40	Testing	PBW-45-145	Files) Project Files - Traffic (Design Drawings
PBW-30-038	Geological Data	PBW-38-46	Health & Safety - Employee and Equipment Certifications	1 000-43-143	and Specifications)
PBW-30-039 PBW-30-042	Spatially Enabled Infrastructure Records GIS & ESD Databases - Traffic	PBW-38-48	Health & Safety - Equipment Competency	PBW-45-146	Project Files - Traffic (Street Light )
PBW-30-042 PBW-30-044	GIS & ESD Databases - Traffic GIS System Records - Surface Water and		and Certification Tracking	PBW-45-148	Project Files - Water
FBVV-30-044	Sewer	PBW-38-50	Health & Safety - Occupational Injury and	PBW-48	SPECIAL ASSESSMENTS
PBW-30-046	Gopher State One Call System - Utility	PBW-38-52	Illness Reporting Records Health & Safety - Supervisor's Report of	PBW-48-05	Special Assessments - Annual (Water &
	Locate Requests	1 DW-30-32	Injury	1 500-40-03	Sewer)
PBW-30-048	Intersection Cards	PBW-38-60	Safety - Accident/Incident Investigation	PBW-48-10	Special Assessments - Annual
PBW-30-050 PBW-30-052	Maps - General Maps - Data, Analysis and Trends	PBW-38-62	Safety - Compliance and Inspection	DD14/ 40 45	(Recurring)
PBW-30-054	Maps - Operational/Route	DDW 20 64	Records	PBW-48-15	Special Assessments - Capital Improvement
PBW-30-056	Maps - Traffic Related	PBW-38-64 PBW-38-66	Safety - Division Records Safety - Emergency Operations Plans	PBW-48-20	Special Assessments - Elwell Projects
PBW-30-058	Modeling System Records	PBW-38-68	Safety - Hazard Communications	PBW-48-25	Special Assessments - Index and
PBW-30-062	Plan Review Plan Sets - Private	. 2 00 00	Program/Right To Know		Payment Records (Historical)
PBW-30-068	Plan Sets - Other Gov't (Copies)	PBW-38-70	Safety - Workplace (Job) Safety Analysis	PBW-48-30	Special Assessments - Senior or Disabled
PBW-30-071	Plats and Maps - Historical	DDW 20.70	Records	PBW-48-35	Assessment Deferrals Special Assessments - Sidewalk
PBW-30-072	Plats - General	PBW-38-72 PBW-38-73	Safety - Program Records Safety - Risk Management/Process Safety	PBW-48-45	Special Assessments - Sidewalk (Snow &
PBW-30-073	Plats - Water	FBW-36-73	Management Plans		Ice Removal)
PBW-30-074 PBW-30-077	Plats - Storm and Sanitary Sewer Standard Specifications and Detail Plates	PBW-38-74	Safety - Training Records (Curriculum)	PBW-48-55	Special Assessments - Special Service
PBW-30-079	Street Book	PBW-38-76	Safety - Training Records (Employee)		Districts
PBW-30-080	Street Centerline Database	PBW-45	CAPITAL PROGRAM AND PROJECT	PBW-55	PUBLIC WORKS ADMINISTRATION
PBW-30-084	Street Name Files	FBW-45	DESIGN/CONSTRUCTION		AND MANAGEMENT
PBW-30-086	Street Name and Numbering Policies and	PBW-45-004	Capital Budget Spreadsheet	PBW-55-04	Americans with Disabilities Act (ADA)
DDM 00 000	Procedures	PBW-45-006	Capital Improvement Program - Financial	PBW-55-08	Program Award Programs
PBW-30-088 PBW-30-090	Street/Alley Opening and Vacation Ledger Street Width Database (ESD)		Planning Process	PBW-55-09	Business Planning and Budgeting
PBW-30-090	Study Sheets - Sewer	PBW-45-014	Capital Planning Process Records	PBW-55-15	Public Works Department Administration
PBW-30-094	Survey Books - Sewer	PBW-45-016	Capital Improvement Program - Potential Future Projects	PBW-55-30	Small and Underutilized Business
PBW-30-097	Survey Control Monument Database	PBW-45-018	Capital Improvement Program - Project		Program (SUBP)
	(ESD)		Administration/Oversight	PBW-55-35	Training and Development Policy and
	(202)		Autilitistiation/Oversignt		D
PBW-30-098	Survey Field Books 1900 to 1960 +/-	PBW-45-020	Capital Project Financial Oversight -		Programs - General
PBW-30-099	Survey Field Books 1900 to 1960 +/- Survey Field Data - General		Capital Project Financial Oversight - Project and Fund Management	PBW-60	Programs - General  PROPERTY SERVICES
PBW-30-099 PBW-30-102	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water	PBW-45-020 PBW-45-026	Capital Project Financial Oversight -	PBW-60-05	PROPERTY SERVICES Building Control Records
PBW-30-099 PBW-30-102 PBW-30-104	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS		Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA	PBW-60-05 PBW-60-07	PROPERTY SERVICES Building Control Records Building Signage Records
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards	PBW-45-026	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook	PBW-60-05 PBW-60-07 PBW-60-10	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files
PBW-30-099 PBW-30-102 PBW-30-104	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS	PBW-45-026 PBW-45-028 PBW-45-035 PBW-45-037	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents	PBW-60-05 PBW-60-07	PROPERTY SERVICES  Building Control Records  Building Signage Records  Card Access Files  Facility Owner's Manual - Operations and
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database	PBW-45-026 PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting	PBW-60-05 PBW-60-07 PBW-60-10	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-114 PBW-30-116	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records	PBW-45-026 PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS	PBW-45-026 PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-043	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-114 PBW-30-116	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS	PBW-45-026 PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-043	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35 PBW-35-01	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail -	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35 PBW-35-01 PBW-35-01 PBW-35-02 PBW-35-04 PBW-35-14	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - SWR Licenses and Permits - Radio	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - SWR Licenses and Permits - Radio Licenses and Permits - Transfer Stations	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-048	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-28	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - SWR Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-28 PBW-35-30	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-048	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40 PBW-60-42 PBW-60-50	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-28 PBW-35-30 PBW-35-30	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-053  PBW-45-055  PBW-45-057	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-55	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-28 PBW-35-30	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-053  PBW-45-055	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Design ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-55  PBW-60-60 PBW-60-62	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-114 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-28 PBW-35-30 PBW-35-30	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck)	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-045  PBW-45-047  PBW-45-048  PBW-45-051  PBW-45-055  PBW-45-057  PBW-45-059	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-55	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-34 PBW-35-34 PBW-35-34 PBW-35-35 PBW-35-36 PBW-35-36 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Plaza	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-055  PBW-45-057  PBW-45-059  PBW-45-061	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjecttWise - Correspondence & E-Mail - Long Term ProjecttWise - Council Actions ProjecttWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-32 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-55  PBW-60-60 PBW-60-62 PBW-60-64	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-35 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-38 PBW-35-38	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Plaza Permits - Residential Block Events	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-045  PBW-45-047  PBW-45-048  PBW-45-051  PBW-45-055  PBW-45-057  PBW-45-059	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Dosuments ProjectWise - Documents ProjectWise - Existing (Design Background)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-40  PBW-60-50 PBW-60-60 PBW-60-60 PBW-60-64 PBW-60-66	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-34 PBW-35-34 PBW-35-34 PBW-35-35 PBW-35-36 PBW-35-36 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits Permits - Parade and Race Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) -	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-055  PBW-45-057  PBW-45-059  PBW-45-061  PBW-45-063	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Photos and Multimedia	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-40  PBW-60-50  PBW-60-60 PBW-60-60 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Program Plans Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-118 PBW-30-116 PBW-35 PBW-35-01 PBW-35-02 PBW-35-04 PBW-35-14 PBW-35-14 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-38 PBW-35-40 PBW-35-44	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-047  PBW-45-047  PBW-45-053  PBW-45-055  PBW-45-057  PBW-45-059  PBW-45-061  PBW-45-063  PBW-45-067	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Photos and Multimedia ProjectWise - Record Drawings	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-60 PBW-60-60 PBW-60-66 PBW-60-68 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-35 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-38 PBW-35-38	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits Permits - Parade and Race Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) -	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-053  PBW-45-057  PBW-45-057  PBW-45-061  PBW-45-063  PBW-45-068  PBW-45-069  PBW-45-069	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Besign ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Photos and Multimedia ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Right of Way (ROW) ProjectWise - Right of Way (ROW)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-40  PBW-60-50  PBW-60-60 PBW-60-60 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Program Plans Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-35-11 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-18 PBW-35-28 PBW-35-30 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-38 PBW-35-38 PBW-35-40 PBW-35-44 PBW-35-45	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Plaza Permits - Regidential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-045 PBW-45-047  PBW-45-051 PBW-45-055 PBW-45-057 PBW-45-061 PBW-45-063 PBW-45-063 PBW-45-0668 PBW-45-069 PBW-45-071 PBW-45-071	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Right of Way (ROW) ProjectWise - Schedule ProjectWise - Sheet Files	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17  PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40  PBW-60-42 PBW-60-50  PBW-60-60 PBW-60-60 PBW-60-66 PBW-60-68 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-108 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-30 PBW-35-30 PBW-35-34 PBW-35-36 PBW-35-34 PBW-35-34 PBW-35-34 PBW-35-35 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Plaza Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Sidewalk Construction Permits - Sidewalk Construction	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-039  PBW-45-041  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-053  PBW-45-057  PBW-45-057  PBW-45-061  PBW-45-063  PBW-45-068  PBW-45-069  PBW-45-069	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Record Drawings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Right of Way (ROW) ProjectWise - Right of Way (ROW) ProjectWise - Sheet Files ProjectWise - Shoet Files	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40 PBW-60-42 PBW-60-55 PBW-60-60 PBW-60-66 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78	Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35- PBW-35-01 PBW-35-04 PBW-35-16 PBW-35-16 PBW-35-30 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Sidewalk Construction Permits - Water Meter Permits - Water and Wastewater System	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-045 PBW-45-047  PBW-45-051 PBW-45-055 PBW-45-057 PBW-45-061 PBW-45-063 PBW-45-063 PBW-45-0668 PBW-45-069 PBW-45-071 PBW-45-071	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Right of Way (ROW) ProjectWise - Schedule ProjectWise - Sheet Files	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-40 PBW-60-42 PBW-60-55 PBW-60-60 PBW-60-66 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35-01 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-34 PBW-35-36 PBW-35-34 PBW-35-36 PBW-35-46 PBW-35-46 PBW-35-48	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Sidewalk Construction Permits - Water Meter Permits - Water and Wastewater System	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-047  PBW-45-047  PBW-45-053  PBW-45-055  PBW-45-057  PBW-45-061  PBW-45-063  PBW-45-067  PBW-45-069  PBW-45-073  PBW-45-075	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Shop Drawings ProjectWise - Schedule ProjectWise - Scheet Files ProjectWise - Construction Standards/Requirements ProjectWise - Close-Out (Financial)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-32 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-50 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-66 PBW-60-672 PBW-60-72 PBW-60-74 PBW-60-78 PBW-65-04	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-30-116 PBW-35- PBW-35-01 PBW-35-04 PBW-35-16 PBW-35-16 PBW-35-30 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Sidewalk Construction Permits - Water Meter Permits - Water and Wastewater System	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-043 PBW-45-047  PBW-45-047  PBW-45-053  PBW-45-053  PBW-45-055 PBW-45-057 PBW-45-063 PBW-45-063 PBW-45-068 PBW-45-068 PBW-45-069 PBW-45-071 PBW-45-075 PBW-45-075	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Construction ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Schedule ProjectWise - Schedule ProjectWise - Shoet Files ProjectWise - Construction Standards/Requirements	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-42 PBW-60-55 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-68 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-12	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-116  PBW-35 PBW-35-01  PBW-35-01  PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-30 PBW-35-30 PBW-35-34 PBW-35-35 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-40 PBW-35-44  PBW-35-45 PBW-35-46 PBW-35-48 PBW-35-48 PBW-35-52 PBW-35-52	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Plaza Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Utility Connections Permits - Water Meter Permits - Water and Wastewater System  PERSONNEL/HEALTH, SAFETY AND TRAINING	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-045 PBW-45-047  PBW-45-047  PBW-45-051 PBW-45-055 PBW-45-057 PBW-45-059  PBW-45-061 PBW-45-063 PBW-45-068 PBW-45-069 PBW-45-071 PBW-45-075 PBW-45-075 PBW-45-075 PBW-45-077 PBW-45-077 PBW-45-077	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjecttWise - Meetings ProjecttWise - Meetings ProjecttWise - Record Drawings ProjecttWise - Shop Drawings ProjectWise - Shop Drawings ProjectWise - Sheet Files ProjectWise - Schedule ProjectWise - Scheet Files ProjectWise - Close-Out (Financial) Project Files - Demonstration Projects	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-55 PBW-60-60 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-16	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files Collection Reports and Studies
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-116 PBW-35-116 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-16 PBW-35-30 PBW-35-35 PBW-35-30 PBW-35-34 PBW-35-36	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Plaza Permits - Reight Of Way (ROW) - Temporary Permits - Utility Connections Permits - Utility Connections Permits - Water Meter Permits - Water and Wastewater System  PERSONNEL/HEALTH, SAFETY AND TRAINING Personnel - Detail Interest List	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-045 PBW-45-047  PBW-45-051 PBW-45-055 PBW-45-057 PBW-45-063 PBW-45-066 PBW-45-069 PBW-45-071 PBW-45-073 PBW-45-075 PBW-45-075 PBW-45-077 PBW-45-077 PBW-45-084 PBW-45-085	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Record Drawings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Shedule ProjectWise - Sheet Files ProjectWise - Construction Standards/Requirements Project Files - Demonstration Projects Project Files - Financial Management	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-42 PBW-60-55 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-68 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-12	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Allocation and Rents Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-116 PBW-35 PBW-35-01 PBW-35-04 PBW-35-16 PBW-35-16 PBW-35-35 PBW-35-36 PBW-35-41 PBW-35-45 PBW-35-46 PBW-35-46 PBW-35-48 PBW-35-48 PBW-35-48 PBW-35-88 PBW-38-05 PBW-38-05 PBW-38-08 PBW-38-01	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveyor Freliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Oversized/Overweight (Truck) Permits - Parade and Race Permits - Residential Block Events Permits - Residential Block Events Permits - Reight Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Water Meter Permits - Water Meter Permits - Water and Wastewater System  PERSONNEL/HEALTH, SAFETY AND TRAINING Personnel - Detail Interest List Personnel - Department Personnel File Personnel - Eligibility Lists	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-043  PBW-45-047  PBW-45-047  PBW-45-053  PBW-45-053  PBW-45-055  PBW-45-057  PBW-45-061  PBW-45-063  PBW-45-066  PBW-45-069  PBW-45-071  PBW-45-077  PBW-45-077  PBW-45-077  PBW-45-084  PBW-45-086  PBW-45-086  PBW-45-087	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Consultant Services ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Council Actions ProjectWise - Documents ProjectWise - Documents ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Right of Way (ROW) ProjectWise - Schedule ProjectWise - Schedule ProjectWise - Construction Standards/Requirements ProjectFiles - Demonstration Projects Project Files - Demonstration Projects Project Files - Environmental Reviews Project Files - Financial Management (General)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-50 PBW-60-55 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-68 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-16 PBW-65-12 PBW-65-10 PBW-65-20 PBW-65-25	Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Logs Security Program Plans Security Risk Assessments Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files Collection Reports and Studies Customer Service Telephone Recordings and Evaluations Disputes and General Correspondence
PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-114 PBW-35-11 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-14 PBW-35-28 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-47 PBW-35-46 PBW-35-41 PBW-38-15 PBW-38-11	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Water Meter Permits - Water Meter Permits - Water and Wastewater System  PERSONNEL/HEALTH, SAFETY AND TRAINING Personnel - Detail Interest List Personnel - Department Personnel File Personnel - Eligibility Lists Personnel - Employee Appraisals	PBW-45-026  PBW-45-028 PBW-45-035 PBW-45-037 PBW-45-039 PBW-45-041 PBW-45-045 PBW-45-047  PBW-45-051 PBW-45-055 PBW-45-057 PBW-45-061 PBW-45-063 PBW-45-066 PBW-45-071 PBW-45-071 PBW-45-075 PBW-45-075 PBW-45-077 PBW-45-077 PBW-45-077 PBW-45-084 PBW-45-085 PBW-45-086	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Shop Drawings ProjectWise - Sheet Files ProjectWise - Sheet Files ProjectWise - Construction Standards/Requirements Project Files - Demonstration Projects Project Files - Environmental Reviews Project Files - Financial Management (General) Project Files - Parking Ramp and Parking	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-50 PBW-60-55 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-16 PBW-65-12 PBW-65-12 PBW-65-25 PBW-65-25 PBW-65-25	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files Collection Reports and Studies Customer Service Telephone Recordings and Evaluations Disputes and General Correspondence Reconciliation/Balancing - Daily Weight
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PBW-30-099 PBW-30-102 PBW-30-104 PBW-30-106 PBW-30-108 PBW-30-114 PBW-35-11 PBW-35-01 PBW-35-01 PBW-35-04 PBW-35-14 PBW-35-14 PBW-35-28 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-36 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-46 PBW-35-47 PBW-35-46 PBW-35-41 PBW-38-15 PBW-38-11	Survey Field Books 1900 to 1960 +/- Survey Field Data - General Surveyor Field Notes - Water Surveys - Preliminary Surveys - SWS Tap Cards Tap Records Database Water Service System Inventory Well Records  LICENSES AND PERMITS Annual License Reports, Permits and Fees Licenses and Permits - General Licenses and Permits - Radio Licenses and Permits - Transfer Stations Permits - Index/Register - General Permits - Construction Permits - Obstruction Permits - Oversized/Overweight (Truck) Permits - Plaza Permits - Residential Block Events Permits - Right Of Way (ROW) - Temporary Permits - Sidewalk Construction Permits - Water Meter Permits - Water Meter Permits - Water and Wastewater System  PERSONNEL/HEALTH, SAFETY AND TRAINING Personnel - Detail Interest List Personnel - Department Personnel File Personnel - Eligibility Lists Personnel - Employee Appraisals	PBW-45-026  PBW-45-028  PBW-45-035  PBW-45-037  PBW-45-041  PBW-45-045  PBW-45-047  PBW-45-051  PBW-45-055  PBW-45-057  PBW-45-063  PBW-45-066  PBW-45-067  PBW-45-069  PBW-45-071  PBW-45-075  PBW-45-077  PBW-45-077  PBW-45-084  PBW-45-085  PBW-45-085  PBW-45-086  PBW-45-087  PBW-45-087  PBW-45-087	Capital Project Financial Oversight - Project and Fund Management Capital Project Financial Oversight - MSA Checkbook CPTF Review Records Project Files - Introduction to ProjectWise ProjectWise - Bid Documents ProjectWise - Budgeting ProjectWise - Concepts and Layouts ProjectWise - Construction ProjectWise - Construction ProjectWise - Correspondence & E-Mail - Short Term ProjectWise - Correspondence & E-Mail - Long Term ProjectWise - Council Actions ProjectWise - Compliance Reporting (DCP - Delegated Contract Process) ProjectWise - Documents ProjectWise - Existing (Design Background) ProjectWise - Meetings ProjectWise - Meetings ProjectWise - Record Drawings ProjectWise - Shop Drawings ProjectWise - Sheet Files ProjectWise - Sheet Files ProjectWise - Sheet Files ProjectWise - Construction Standards/Requirements ProjectWise - Close-Out (Financial) Project Files - Demonstration Projects Project Files - Financial Management (General) Project Files - Parking Ramp and Parking (Special Projects)	PBW-60-05 PBW-60-07 PBW-60-10 PBW-60-17 PBW-60-20 PBW-60-25 PBW-60-30 PBW-60-32 PBW-60-32 PBW-60-40 PBW-60-50 PBW-60-55 PBW-60-60 PBW-60-62 PBW-60-64 PBW-60-66 PBW-60-68 PBW-60-72 PBW-60-74 PBW-60-76 PBW-60-78 PBW-65-16 PBW-65-12 PBW-65-12 PBW-65-25 PBW-65-25 PBW-65-25	PROPERTY SERVICES Building Control Records Building Signage Records Card Access Files Facility Owner's Manual - Operations and Maintenance Facility Use Requests Key Records Lease Management Database Leases Maintenance Records - Buildings and Grounds Maintenance Records - Tower Sites Project Tracking System - Property Services Property Tracking - Development Properties Security Background Checks Security Incident Reports Security Logs Security Program Plans Security Risk Assessments Space Renovation Projects - Cancelled Space Renovation Projects - Major Space Renovation Projects - Minor  UTILITY - SOLID WASTE AND RECYCLING Abuse of Solid Waste & Recycling Services Clean City Program Files Collection Reports and Studies Customer Service Telephone Recordings and Evaluations Disputes and General Correspondence Reconciliation/Balancing - Daily Weight

# **PUBLIC WORKS**

# SCHEDULE WITH SECTION DETAIL - 8/1/2013

		SCHEDULE WITH SECTION DETAIL - 8/1/2			
PBW-65-35	Solid Waste Collection Program and	PBW-80-27	Sidewalk Snow Removal Database		
	Projects	PBW-80-31	Snow Plowing Records		
DDW 70	LITH ITY CUREACE WATER AND	PBW-80-35	Snow Removal Program		
PBW-70	UTILITY - SURFACE WATER AND SEWERS	PBW-80-40	Special Districts Program		
PBW-70-02	· · · · · · · · · · · · · · · · · · ·	PBW-80-43	Street Maintenance Records		
	Flood Mitigation Program	PBW-80-45	Street Surface Maintenance Records		
PBW-70-10	Outfalls Monitoring	PBW-80-50	Street Condition Inventory		
PBW-70-16	Program Records - General	PBW-80-55	Utility Cut Cards (Copy/Part)		
PBW-70-19	Program Management - Surface Water	. 2 00 00	camely can cando (copy), and		
DDW 70.00	and Sewer	PBW-85	TRANSPORTATION - PLANNING &		
PBW-70-20	Sewer Inspection and Maintenance Records - General		<u>ENGINEERING</u>		
PBW-70-26	Sewer Licenses (Administrative Copy)	PBW-85-04	Bridge Annual Inspection Report and		
PBW-70-35	Storm Drain Infrastructure Inspection and		Safety Ratings		
1 BW-70-33	Maintenance - General	PBW-85-06	Bridge Inspection Files (1)		
PBW-70-40	Stormwater Management Program	PBW-85-08	Bridge Inspection Files (2)		
PBW-70-52	Stormwater Utility Appeal and Credit	PBW-85-10	Bridge Structure Information Management		
1 500 10 02	records		System - SIMS		
PBW-70-60	Television/Videoscan Inspection Records	PBW-85-13	Bridge Maintenance Records		
PBW-70-64	Tunnel Management Plan	PBW-85-15	Bridge Safety and Bridge Construction		
PBW-70-98	Water Quality Monitoring and Reporting	DD11/ 0= 00	Database		
PBW-70-99	Utility Connection Permits - XREF	PBW-85-30	Alley Opening and Vacation Ledger		
. 2	Clinty Commodition Committee 74 (2)	PBW-85-34	Deeds - Acquisitions and Dispositions		
PBW-75	UTILITY - WATER - DISTRIBUTION,	PBW-85-36	Easements and Right of Way - Temporary		
	TREATMENT AND OPERATIONS	PBW-85-38	Encroachment Permits and Index		
PBW-75-02	Administration - Management Plans -	PBW-85-40	Right of Way Vacation Files and Index		
	Water	PBW-85-50	Pavement Management Program		
PBW-75-03	Chemical Data: Treatment Plant	PBW-85-52	Paving Construction Schedule		
	Operations	PBW-85-55	Paving Database - Streets		
PBW-75-04	Climatological Data - Reference Material	PBW-85-60	Street Engineering Records - General		
PBW-75-06	Climatological Observations Mississippi	PBW-85-70	Transportation Plan Development		
	River	PBW-85-72	Transportation Plan Implementation		
PBW-75-08	Consumer Confidence Reports (CCR)	PBW-85-74	Transportation Plans - Other Government		
PBW-75-10	Dewatering Data		Agencies		
PBW-75-11	Energy Data: Treatment Plants	PBW-85-76	Truck Route Records - xref		
PBW-75-12	ENQUESTA (Water Distribution)				
PBW-75-16	Equipment Operating Manuals - XREF	PBW-90	TRANSPORTATION - TRAFFIC AND		
PBW-75-30	Intersection Cards		PARKING SERVICES		
PBW-75-37	Leak Records	PBW-90-02	Accident Records - Traffic		
PBW-75-47	Operating Reports - Pumping Stations	PBW-90-04	Accident Records Database - Traffic		
PBW-75-52	Plant Modifications - Process and	PBW-90-05	Counts and Statistical Data - Bicycle and		
	Operations Documentation		Pedestrian		
PBW-75-54	Risk Management/Process Safety -	PBW-90-09	Counts and Statistical Data - Traffic		
	XREF	PBW-90-13	Critical Parking Application Files		
PBW-75-56	Regulatory Compliance Reports	PBW-90-15	Critical Parking Database		
PBW-75-58	SCADA - Archive/Reporting Data (EOPS)	PBW-90-19	Critical Parking - General Files		
PBW-75-60	SCADA - Detailed Operational and	PBW-90-25	Disability Parking Zone Applications		
	Historical Data	PBW-90-30	Gopher State One Call Damage Reports		
PBW-75-66	System Operating Manuals - Water	PBW-90-35	Lane Striping Diagrams		
PBW-75-67	Sanitary Surveys	PBW-90-45	Parking Zone Administration		
PBW-75-80	Water Asset Management System -	PBW-90-48	Project Estimating - Traffic		
	MAXIMO - XREF	PBW-90-50	Ramp and Skyway History Files		
PBW-75-88	Water Policies and Regulations	PBW-90-54	Residential Block Event - General Files		
PBW-75-89	Water Rate Planning and Rate Schedules	PBW-90-60	Sign / Zone Card Files (Index)		
PBW-75-90	Water Supply Reports and Studies	PBW-90-62	Street & Intersection Files		
PBW-75-94	Water Quality Complaints				
PBW-75-96	Water Quality Data: Treatment Plant	PBW-90-70	Traffic Calming Petitions and Related Files		
	Operations	PBW-90-79	Traffic Specifications, Policies &		
	•	FBW-90-79	Procedures		
<u>PBW-78</u>	TRANSPORTATION - IMPOUND	PBW-90-81	Traffic Signal Timing and Synchronization		
PBW-78-04	Auction Procession Reports	. 2 00 0.	Database		
PBW-78-06	Auction Records	PBW-90-88	Travel Demand Management Studies		
PBW-78-08	Auto Theft Reports		(TDM's)		
PBW-78-10	Claims Database	PBW-90-90	Truck Route Records		
PBW-78-14	Gate Tickets				
PBW-78-16	Impound Lot Database				
PBW-78-17	Impound Lot Inventory				
PBW-78-19	Shift Release Summary Reports				
PBW-78-20	Stolen/ Locate Cards				
PBW-78-21					
	Stolen Vehicle - CT Logs				
PBW-78-22	Town Drivete Preparty				
PBW-78-23	Tows - Private Property				
PBW-78-24	Tow Request				
PBW-78-26	Tow Sheets				
PBW-80	TRANSPORTATION - MAINTENANCE				
	AND DEDAID				

AND REPAIR

Delivery Tickets/Load Sheets

Paving Construction Schedule

Special Assessments - Sidewalk (Department Processing) Sidewalk Inspection and Repair Database

Inspection Reports - Streets
Maintenance and Repair Work Records

PBW-80-05

PBW-80-08

PBW-80-13 PBW-80-15

PBW-80-17 PBW-80-25