To all Industry Partners,

Re: Digital plot files and printing in color vs grayscale

We are transmitting to you our digital plot files for use in check-sets or final bid/construction sets and included are both a set printed in full color as well as a set printed in grayscale (black and white). With the transition from distributing printed sets to all parties and now more commonly sending the PDF files to all for their own internal use with estimation software and printing your own sets we have experienced many instances of files being printed such that the scope of work is not accurate depicted. We are providing both color and black/white PDF files depending on how the files will be printed and how they will be distributed to other industry partners. We ask that if you transmit our PDF files to others, to send BOTH versions along with this letter.

<u>Printing to proper scale on the correct size paper:</u> We include a series of scale bars along the lower edge of our prints that when printed properly will accurately scale the print using a ruler/scale. If the file is printed "scale to fit" on the incorrect size paper, these scale bars will also print at modified scale and provide indication that the stated scale is not correct.

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0            8            16           24
SCALE: 1/8" = 1'-0"
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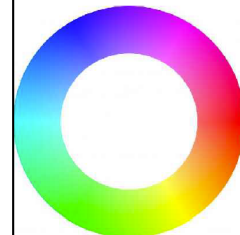
<u>Printing in grayscale vs black/white:</u> We utilize line weights that are shaded and depend on the printer being able to reproduce "256 shades of gray" and not just a simple "black and white" setting. If the registration box in the lower left corner of the print does not show bars with shades of grey, then the file was printed as a single-bit black and white setting and needs changed to allow shades of grey. This will result in the inability to distinguish between existing, demolition, and new items in many cases.

THIS MONOCHROME PRINT SHOULD DISPLAY GRAYSCALE BOXES BELOW IF PRINTED PROPERLY WITH 256 SHADES OF GRAY

IF THE WHEEL PRINTED BELOW IS NOT SHOWN IN COLOR, THIS SET OF PRINTS IS NOT REPRESENTING ALL LINE TYPES CORRECTLY. CONTACT PRIMARY ENGINEERING FOR DIRECTIONS ON HOW TO OBTAIN A FULL COLOR SET OF PRINTS

<u>Printing in color:</u> We utilize colors for lines in lieu of line weight to illustrate existing, demolition, and new items, as well as subsystem assignments. If the registration box in the lower left corner of the print does not show a full spectrum color wheel, then the file was printed as greyscale or black and white. This will result in the inability to distinguish between existing and new work and the colors will tend to be grey making new work appear to be existing.

If you have any questions regarding the use of our digital plot files, please contact us. We ask that as you share these files with other partners that you send BOTH sets to them as well to allow all use cases that will depend on their printer capabilities, work with persons that are color blind, and still result in prints that accurately describe the work.

Thank you.

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