

**DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
MANAGER OF TECHNICAL SERVICES**

ITEM 18967. COUNTY FILE.

Copies of correspondence, reports, memorandums, and project documents concerning portions of highways and/or bridges and related structures within county boundaries. Includes some project records. Arranged alphabetically by county.

DISPOSITION INSTRUCTIONS: Destroy in office when reference value ends.

ITEM 22687. FERRIES FILE.

Reference copies of correspondence, memorandums, consultant's agreements, permits, and all other materials related to ferry operation and maintenance. Arranged alphabetically by ferry location.

DISPOSITION INSTRUCTIONS: Destroy in office when reference value ends.

ITEM 25374. UNIT HEAD CORRESPONDENCE FILE.

Record copies of correspondence and memorandums between the Manager of Technical Services and other unit heads in the Department of Transportation. Arranged alphabetically by unit title.

DISPOSITION INSTRUCTIONS: Destroy in office after 5 years.