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DEPARTMENT OF GENERAL SERVICES  
 P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

JAN 20 2005

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. MARYLAND AVIATION ADMIN.		Accession No. <b>05W950</b>	Date Rec'd <b>3-21-05</b>
B. Division/Unit OFA - ACCOUNTING		Location Range Section(s)	RM Code <b>26.01.01</b>
C. Mailing Address 901 ELKRIDGE LANDING RD LINTHICUM MD 21090		<b>33 20</b>	No. of Cu. Ft. <b>2</b>
D. Phone No. 410-859-7646		Records Center Manager	
E. Agency Official LEE BRITTINGHAM		To Be Completed At State Records Management Center	
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date	
1 of 2 2 of 2	<b>BANKING SERVICE UNIT</b>  <b><u>Paid Parking Summonses (FY-04):</u></b> 07/01/03 07/31/03 Copies of checks for Parking Summonses 02/01/04 02/27/04 Copies of checks for Parking Summonses	1159-B13 06/30/07 + Audit <b>7/2007</b>  <i>DISPOSED 7/19/07 DW</i>	

DGS 550-5 (Rev. 12/88) USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

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DEPARTMENT OF GENERAL SERVICES  
 P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

JAN 20 2005

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. MARYLAND AVIATION ADMIN.		Accession No. <b>05W951</b>	Date Rec'd <b>3-21-05</b>
B. Division/Unit OFA - ACCOUNTING		Location Range Section(s)	RM Code <b>26-01-01</b>
C. Mailing Address 901 ELKRIDGE LANDING RD LINTHICUM MD 21090		<b>26 6</b>	No. of Cu. Ft. <b>9</b>
D. Phone No. 410-859-7646		Records Center Manager	
E. Agency Official LEE BRITTINGHAM		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
<b>BANKING SERVICE UNIT</b>		
	<b><u>Paid Parking Summonses (FY-04):</u></b>	<b>1159-B13</b>
1 of 9	08/01/03 08/29/03 Copies of checks for Parking Summonses	06/30/07 + Audit
2 of 9	09/02/03 09/30/03 Copies of checks for Parking Summonses	<b>7/2007</b>
3 of 9	10/01/03 10/31/03 Copies of checks for Parking Summonses	
4 of 9	11/03/03 11/28/03 Copies of checks for Parking Summonses	
5 of 9	12/01/03 12/30/03 Copies of checks for Parking Summonses	
6 of 9	01/02/04 01/31/04 Copies of checks for Parking Summonses	
7 of 9	03/01/04 03/31/04 Copies of checks for Parking Summonses	
8 of 9	04/01/04 04/30/04 Copies of checks for Parking Summonses	
9 of 9	05/01/04 05/31/04 Copies of checks for Parking Summonses	
		<i>DZ SP058P 7/19/07 DW</i>

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RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

2004 OCT -5 AM 11: 47

A. Agency MARYLAND AVIATION ADMINISTRATION		Accession No. <b>05W952</b>	Date Rec'd <b>3-21-05</b>
B. Division/Unit Finance/Accounting		Location Range Section(s)	RM Code <b>26.01.01</b>
C. Mailing Address 901 Elkridge Landing Road Linthicum, MD 21090		<b>33 20</b>	No. of Cu. Ft. <b>3</b>
D. Phone No. Dale Hyatt 410 684-3069		Records Center Manager	
E. Agency Official Lee Brittingham 410 859-7646		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
	<u>FUND COORDINATOR</u>	
	<i>Evidence of Payment</i>	
1 of 3	LOC 389 - 414 FY 00	Schedule 1159 B 17
2 of 3	LOC 415 - 435	06/30/07 plus Audit
3 of 3	LOC 436 - 448	<b>7107</b> (will be retained beyond set retention until grants related to LOC are closed)
		<i>DZ SP05EM</i> <i>7/19/07</i> <i>DW</i>

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RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

Date Submitted: \_\_\_\_\_

<b>A. Agency</b> MARYLAND AVIATION ADMINISTRATION	<b>Accession No.</b> 05W1466	<b>Date Rec'd</b> 6-24-05 <b>RM Code</b> 26-01-01
<b>B. Division/Unit</b> FINANCE/ACCOUNTING	<b>Location Range Section(s)</b> 54 11	<b>No. of Cu. Ft.</b> 30
<b>C. Mailing Address</b> 901 ELKRIDGE LANDING ROAD LINGHICUM MD. 21090	<b>Records Center Manager</b>	
<b>D. Phone No.</b> 410-859-7646	<b>To Be Completed At</b> State Records Management Center	
<b>E. Agency Official</b> LEE BRITTINGHAM	<b>JUN 2 2005</b>	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
	<b><u>Accounts Payable PAID Invoices FY- 04 (7/1/03-6/30/04)</u></b>	<b>Schedule 1159 Item B9</b>
1 of 30	A Miscellaneous- Allied Trailer	June 30, 2007 + Audit 7/2007  * MISSING Box # 10 DISPOSED 7/19/07 DW
2 of 30	Ameriban - Avis Rent a Car	
3 of 30	B Miscellaneous - BFI	
4 of 30	BFI - Baltimore Gas & Electric	
5 of 30	Baltimore Gas & Electric - Baltimore Times	
6 of 30	Bank of America - Shawn Byers	
7 of 30	C Miscellaneous - Chimes	
8 of 30	Chimes - Cingular Wireless	
9 of 30	Cintos - Consolidated Engineering	
10 of 30	Consolidated Engineering	
11 of 30	Control Systems - Dawns Office Supplies	
12 of 30	Deer Park Spring Water - Exxon	
13 of 30	F Miscellaneous - Michael Gunn	
14 of 30	H Miscellaneous - Hawkins Electric	
15 of 01	Hawkins Electric - Dale Hyatt	
16 of 30	I Miscellaneous - Klingensmith	
17 of 30	Klug Uniform - Lyons & Lyons	
18 of 30	M Miscellaneous - Maryland Portable Toilets	
19 of 30	Mason Dixon Fire - Louise Murphy	
20 of 30	N Miscellaneous - Pepco	
21 of 30	Pepco - C N Robinson	
22 of 30	Rock n Rescue - Tyler Setchell	
23 of 30	Severna Park Automotive - Rosalyn Swiggett	

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P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

Directions: Please Type Or Print Clearly All Entries

Date Submitted: \_\_\_\_\_

<b>A. Agency</b> MARYLAND AVIATION ADMINISTRATION	Accession No. <b>05W1466</b>	Date Rec'd <b>6-24-05</b>
<b>B. Division/Unit</b> FINANCE/ACCOUNTING (C. Gregory)	Location Range Section(s)	RM Code <b>26.01.01</b>
<b>C. Mailing Address</b> 901 ELKRIDGE LANDING ROAD LINGHICUM MD 21090	<b>54 11</b>	No. of Cu. Ft. <b>30</b>
<b>D. Phone No.</b> 410-859-7646	Records Center Manager	
<b>E. Agency Official</b> LEE BRITTINGHAM	<b>To Be Completed At</b> State Records Management Center	
<b>JUN 2 2005</b>		

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
	<u>Accounts Payable PAID Invoices FY-04 (Continued)</u>	Schedule 1159 Item B9 June 30, 2007 + Audit
24 of 30	T Miscellaneous - UPS	
25 of 30	United Propane - Verizon	
26 of 30	Video Tech - Harry Ziegler 7/1/03 - 6/30/04	
27 of 30	Maryland Environmental 7/02 - 3/3/03	
28 of 30	Maryland Environmental 3/4/03 - 8/1/03	
29 of 30	Maryland Environmental 8/2/03 - 2/28/04	
30 of 30	Maryland Environmental 3/1/04 - 5/31/04 and Various dates (2/04 to 6/30/04)	
	Keeper: C. Gregory	" "

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DEPARTMENT OF GENERAL SERVICES  
 P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

Date Submitted: \_\_\_\_\_

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>05W1467</b>	Date Rec'd <b>6-24-05</b>
B. Division/Unit <b>FINANCE/ACCOUNTING (C. Gregory)</b>		Location Range Section(s)	RM Code <b>26-01-01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD LINGHICUM MD 21090</b>		<b>54 11</b>	No. of Cu. Ft. <b>3</b>
D. Phone No. <b>410-859-7646</b>		Records Center Manager	
E. Agency Official <b>LEE BRITTINGHAM</b>		To Be Completed At <b>State Records Management Center</b>	
<b>JUN 2 2005</b>			

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
1 of 3 2 of 3 3 of 3	<u>DAILY INVOICE PAYMENT TRANSMITTALS FY-04 (7/1/03-6/30/04)</u>  J4000109 - J4002235 J4002270 - J4004608 J4004639 - J4007127  Keeper: C. Gregory	Schedule 1159 Item B9 June 30, 2007 + Audit <b>7/2007</b>  " " <b>DISPOSED</b> <b>7/19/07</b> <b>DW</b>

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**RECORDS TRANSMITTAL AND RECEIPT**

Directions: Please Type Or Print Clearly All Entries

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>05W1473</b>	Date Rec'd <b>6-24-05</b>
B. Division/Unit <b>FINANCE/ACCOUNTING</b>		Location Range Section(s) <b>54 16</b>	RM Code <b>26.01.01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD, LINTHICUM MD 21090</b>			No. of Cu. Ft. <b>1</b>
D. Phone No. <b>410-859-7646</b>		Records Center Manager	
E. Agency Official <b>LEE BRITTINGHAM</b>		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
1 of 1	<b>ACCOUNTS RECEIVABLE</b>  <u>Monthly Report of State Funds Collected &amp; Deposited</u> Aging Reports FY-02 thru 04 Ending 6/30/04 (DFR9760 Report timeliness of invoice payments)	<u>Schedule 1159 #4</u>  6/30/07 Plus Audit > B4 <b>7/2007</b>  <i>DISPOSED</i> <i>7/19/07</i> <i>DW</i>



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RECORDS TRANSMITTAL AND RECEIPT

AUG 16 2005

Directions: Please Type Or Print Clearly All Entries

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>06W938</b>	Date Rec'd <b>5-17-06</b>
B. Division/Unit <b>FINANCE/ACCOUNTING</b>		Location Range Section(s) <b>18 35</b>	RM Code <b>26.01.01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD, LINTHICUM MD 21090</b>		No. of Cu. Ft. <b>1</b>	
D. Phone No. <b>Earl Hibbard 410-859-7810</b>		Records Center Manager	
E. Agency Official <b>Barbara Wright 410-859-6037</b>		To Be Completed At <b>State Records Management Center</b>	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
1 of 1	<u>ACCOUNTS RECEIVABLE</u> <u>BWI REVENUE REPORTS</u>  MARYLAND PARKING REVENUE REPORTS (7/1/03-6/30/04) <i>INVOICING</i>	Schedule 1159 Item 9 June 30, 2007 + Audit  <i>7/2007</i>  <i>DISPOSED</i> <i>7/19/07</i> <i>DW</i>

Under desk

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**RECORDS TRANSMITTAL AND RECEIPT**

Directions: Please Type Or Print Clearly All Entries

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>D6W939</b>	Date Rec'd <b>5-17-06</b>
B. Division/Unit <b>FINANCE/ACCOUNTING</b>		Location Range Section(s) <b>18 35</b>	RM Code <b>26.01.01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD, LINTHICUM MD 21090</b>		No. of Cu. Ft. <b>1</b>	
D. Phone No. <b>Joan Pusinsky 410-859-7014</b>		Records Center Manager	
E. Agency Official <b>Barbara Wright 410-859-6037</b>		To Be Completed At <b>State Records Management Center</b>	
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date	
1 of 1	<b>ACCOUNTS RECEIVABLE</b> <b>BWI TENANT REVENUE REPORTS (7/1/03-6/30/04)</b> o Pertains to BWI Tenant Invoicing	Schedule 1159 Item B 9 <b>June 30, 2007 + Audit</b> <i>7/2007</i> <i>Disposed</i> <i>7/19/07</i> <i>DW</i>	
Revised 10/6/05			

Under desk

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P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

Directions: Please Type Or Print Clearly All Entries

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>06W940</b>	Date Rec'd <b>5-17-06</b>
B. Division/Unit <b>FINANCE/ACCOUNTING</b>		Location Range Section(s)	RM Code <b>26.01.01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD, LINTHICUM MD 21090</b>		<b>18 35</b>	No. of Cu. Ft. <b>1</b>
D. Phone No. <b>Joan Pusinsky 410-859-7014</b>		Records Center Manager	
E. Agency Official <b>Barbara Wright 410-859-6037</b>		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
1 of 1	<b>ACCOUNTS RECEIVABLE</b>  AIRLINE TRAFFIC REPORTS (7/1/03-6/30/04) o Pertains to Tenant Invoicing	Schedule 1159 Item B 9  <del>June 30, 2007</del> Audit  7/2007  DISPOSED 7/19/07 DW

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DEPARTMENT OF GENERAL SERVICES  
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 790-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

Directions: Please Type Or Print Clearly All Entries

Date Submitted: \_\_\_\_\_

A. Agency <b>MARYLAND AVIATION ADMINISTRATION</b>		Accession No. <b>06W941</b>	Date Rec'd <b>5-17-06</b>
B. Division/Unit <b>FINANCE/ACCOUNTING</b>		Location Range Section(s)	RM Code <b>26.01.01</b>
C. Mailing Address <b>901 ELKRIDGE LANDING ROAD LINGHICUM MD 21090</b>		<b>18 35</b>	No. of Cu. Ft. <b>1</b>
D. Phone No. <b>Earl Hibbard 410-859-7810</b>		Records Center Manager	
E. Agency Official <b>Barbara Wright 410-859-6037</b>		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal authority, Schedule, Item No. Disposal Date
1 OF 1	<b>ACCOUNTS RECEIVABLE</b>  PFC Monthly Reports from Airlines FY-04 (7/1/03-6/30/04)	<sup>1159</sup> Schedule # <del>1159</del> , Item B-4 Retain for 3 yrs + audit  Dispose <del>6/30/07</del> + audit  <b>7/2007</b>  <i>DISPOSED 7/19/07 DW</i>

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26.01.06.01 MDOT	<b>Department of General Services</b> <b>Records Management Division</b> <b>7275 Waterloo Road (Rte. 175)</b> <b>P.O. Box 275</b> <b>Jessup, Maryland 20794-0275</b>	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Maryland Transit Administration Office of Engineering / Construction		
Division or Unit		

**C E R T I F I C A T E O F R E C O R D S D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W281	Contract # MTA-X0-60-02 Comm. Sta. Sup Control & Fare Collection	1001	All Items	6/1998 - 1/2000	6	7/2007	RECYCLE
01W283	Contract # MTA-23-92-32 Shot Tower - West Entrance	1001	All Items	1/1996 - 6/2000	3	7/2007	RECYCLE
01W284	Contract # MTA-0329-0440 Old Court Metro Station Park-N-Ride	1001	All Items	10/1998 - 4/2000	2	7/2007	RECYCLE
01W285	Contract # MTA-90-51-09 Asbestos Abatement & Renovation	1001	All Items	7/1995 - 1/2000	2	7/2007	RECYCLE
01W286	Contract # MTA-X0-50-08 Rail Procurement	1001	All Items	6/1997 - 5/1998	1	7/2007	RECYCLE
01W287	Contract # MTA-0295-0240 Contract # MTA-0228-0140	1001	All Items	6/1998 - 2/2000	1	7/2007	RECYCLE
01W288	Contract # MTA-0527-0140 Contract # MTA-0317-0140	1001	All Items	6/1997 - 1/2000	1	7/2007	RECYCLE
01W289	Contract # T-0121-0440 Contract # MTA-23-91-S15	1001	All Items	8/1997 - 2/1999	1	7/2007	RECYCLE
01W290	Contract # MTA-0082-0240	1001	All Items	9/1998 - 6/2000	1	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
Signature

Records Center Manager  
Title

December 30, 2007  
Date

26.01.06.00	MDOT	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency			
Maryland Transit Administration Office of Engineering / Construction			
Division or Unit			

**C E R T I F I C A T E   O F   R E C O R D S   D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W291	Contract # MTA-0129-0140 Contract # MTA-0056-0140 Contract # MTA-0134-0140	1001	All Items	4/1997 - 7/1998	1	7/2007	RECYCLE
01W292	Contract # T-0304-0140 Heating Upgrade at Martins Airport	1001	All Items	5/1998 - 7/2000	1	7/2007	RECYCLE
01W293	Contract # T-0428-0140 Bus-Northwest Lighting	1001	All Items	6/1998 - 8/2000	1	7/2007	RECYCLE
01W294	Contract # MTA-0743	1001	All Items	6/1997 - 4/2000	1	7/2007	RECYCLE
01W295	Contract # MTA-3-63-2 Contract # MTA-90-53-11	1001	All Items	11/1995 - 9/2000	1	7/2007	RECYCLE
02W289	Contract # MTA-23-94-1 Central Ligth Rail Line Over Patapsco River	1001	All Items	1/1996 - 9/2000	6	7/2007	RECYCLE
02W291	Contract # T-0059-0140 Hamburg St. Light Rail Station	1001	All Items	3/1997 - 4/1999	3	7/2007	RECYCLE
02W293	Contract # MTA-90-57-04 Kirk Employee Parking	1001	All Items	6/1995 - 6/2000	1	7/2007	RECYCLE
02W294	Contract # MTA-90-53-11	1001	All Items	3/1995 - 2/2000	1	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

\_\_\_\_\_  
Signature      **Charlie P. Lopez**

\_\_\_\_\_  
Title      **Records Center Manager**

\_\_\_\_\_  
Date      **December 30, 2007**

26.01.06.00	MDOT	<b>Department of General Services</b> <b>Records Management Division</b> <b>7275 Waterloo Road (Rte. 175)</b> <b>P.O. Box 275</b> <b>Jessup, Maryland 20794-0275</b>	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency			
Maryland Transit Administration Office of Engineering / Construction			
Division or Unit			

**C E R T I F I C A T E   O F   R E C O R D S   D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W296	Contract # MTA-4316-103 Germantown Parking Expansion	1001	All Items	12/1997 - 5/2000	1	7/2007	RECYCLE
02W298	Contract # MTA-0151-0240 Germantown Building Expansion	1001	All Items	2/1999 - 2/2000	1	7/2007	RECYCLE
02W301	Contract # T-0290-0140 Contract # T-0189-0140 Contract # T-0082-0240 Contract # T-0294-0140	1001	All Items	8/1997 - 10/2000	1	7/2007	RECYCLE
02W308	Contract # MTA-3-54-2 Odenton Pedestrian Tunnel	1001	All Items	4/1996 - 7/2000	1	7/2007	RECYCLE
02W309	Contract # MTA-0161-0140 Brunswick MARC Parking Expansion	1001	All Items	5/1997 - 8/2000	1	7/2007	RECYCLE
03W74	Contract # MTA-4968-310 Odenton Parking	1001	All Items	9/1994 - 7/1997	3	7/2007	RECYCLE
03W79	Contract # T-0246-0140	1001	All Items	5/1998 - 9/2000	3	7/2007	RECYCLE
04W416	MTA Contract Files	1001	All Items	1984 - 1999	44	7/2007	RECYCLE
04W425	Contract # T-0294-0140	1001	All Items	8/1999 - 9/2000	1	7/2007	RECYCLE
04W426	Contract # T-0294-0140	1001	All Items	8/1999 - 9/2000	1	7/2007	RECYCLE
05W591	Contract # MTA-23-92-32	1001	All Items	10/1995 - 6/2000	1	7/2007	RECYCLE
05W592	Contract # T-0228-0140	1001	All Items	11/1998 - 1/2000	1	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
Signature

Records Center Manager  
Title

December 30, 2007  
Date

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY		ACCESSION NO.  <b>01W281</b>	DATE REC'D <b>10-18-00</b>
1. Mass Transit Administration			FM CODE <b>26.01.06.00</b>
B. DIVISION/UNIT		LOCATION <b>110</b> RANGE SECTION(S) <b>16</b>	NO. OF CU. FT. <b>6</b>
Office of Engineering/Construction Division			
C. MAILING ADDRESS		RECORD CENTER MANAGER	
6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		TO BE COMPLETED AT  STATE RECORDS MANAGEMENT CENTER	
D. PHONE NO. <b>410-767-3328</b>			
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 of 6	Contract # MTA-XO-60-02 6/98 - 1/00 Comm., Sta. Sup Control & Fare Collection	SCHEDULE # 1001 All items July 2007	
2 of 6	Start Up General Provisions' Progress Meetings Submittals  To MTA From MTA To Contractor From Contractor To Others From Others Ecorts Milestones Construction Procedures Look ahead schedule Progress Schedule Materila List QA/QC Manuals and training Change Orders Payment Requests Progrss Payments		
3 of 6	Take over agreement cost proposal Chron File Sub-contractors approval Scope of Work	DISPOSED 7/23/07 DW	



DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO.  <b>01W283</b>	DATE REC'D <b>10-18-00</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction			FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>110</b> SECTION(S) <b>16</b>	NO. OF CU. FT. <b>3</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenas		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 of 3	Contract No. MTA-23-92-32 Shot Tower - West Entrance  1/29/96 - 6/22/00  Drawings - 2 copies Ledger Contract Documents Change Order Register General Contract Data Incoming Letters - Contractor Incoming Transmittals - Contractor Incoming From Contractor - Other Incoming From Contractor - RFI Incoming From Contractor - Fax Incoming From CHK - Transmittals Incoming From Facilities Outgoing Letters - Contractor Outgoing Transmittals - Contractor	Schedule No. 1001 All Items July-2007	
2 of 3	Change Order 005 & 006 Insurance General Insurance Certifications Inspector Daily Reports Pay Certifications Schedule of Events (2 copies w/disks)	DZ SP0500 7/23/07 DW	

Un-numbered, and numbered files related to: Span System's Claim  
of non-payment by Bensky and the Enterprise Claim for Additional Paym  
for the message sign including the files of George Schuster  
George Schuster Files for insurance and sings  
Incoming Transmittals - Contractor  
Incoming From Facilities  
Incoming From MTA  
Change Order No. 004  
Punch List and Closeout  
Clyde Raleigh files for sign, canopy and insurance  
Requests For Information  
Meeting Notes

All Items

July-2007

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY Mass Transit Administration		ACCESSION NO. <b>01W284</b>	DATE REC'D <b>10-18-00</b>
DIVISION/UNIT Office of Engineering/Construction Division			FM CODE <b>26-01-06-00</b>
MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		LOCATION <b>110</b>	NO. OF CU. FT. <b>2</b>
PHONE NO. <b>410-767-3328</b>		SECTION(S) <b>16</b>	RECORD CENTER MANAGER
AGENCY OFFICIAL <b>Deno S. Yenlas, Manager</b>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 2	<p><b>Contract # MTA-0329-0440</b>      <b>10/98 - 4/00</b></p> <p>Old Court Metro Station Park -N- Ride</p> <p>FIELD FILES</p> <ul style="list-style-type: none"> <li>Action Items</li> <li>General Info.</li> <li>Transmittals from Contractor</li> <li>Fax's</li> <li>Incoming from Construction Management</li> <li>Incoming from Contract Admin</li> <li>Incoming from Facilities Engineer</li> <li>Incoming from Others</li> <li>Memo to File</li> <li>Incoming from MTA</li> <li>Transmittals to Contractor</li> <li>Fax to Contractor</li> <li>Correspondence to Contractor</li> <li>Correspondence from Contractor</li> <li>Outgoing to Construction Management</li> <li>Outgoing to Facilities Engineer</li> <li>Outgoing to MTA</li> <li>Outgoing to Others</li> <li>Work Authorizations</li> <li>Contractor Badge Applications</li> <li>Subcontractors General Info.</li> <li>Correspondence from Subcontractors</li> <li>Contractor Claims and Change Requests</li> <li>Change Notices</li> <li>Change Notice Register</li> <li>45 day Time Extension</li> <li>Change Orders</li> <li>Shop Drawings</li> </ul>	<p>SCHEDULE # 1001</p> <p>All Items</p> <p>July 2007</p> <p align="center"><i>1</i></p> <p align="right"><i>DISPOSED 7/23/07 DW</i></p>

of 2 con't Submittals  
Material test Reports  
General Insurance  
Insurance Certificates  
Monthly Status Reports  
Contractors Schedule & CPM  
Meetings  
Progress Payments  
Pay Items  
Certified Payroll  
Miscellaneous  
Close Out  
Pre-Construction Photos  
Pre-Construction Data  
Inspectors Daily Reports

2 of 2 Ledger  
Specification Book  
OFFICE FILES  
Incoming Correspondence  
Outgoing Correspondence  
Miscellaneous  
CCR / CN  
Pay Certs.  
Specification Book  
Change Orders  
Audit  
Close Out

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY <b>Mass Transit Administration</b>		ACCESSION NO. <b>01W285</b>		DATE REC'D <b>10-18-00</b>
DIVISION/UNIT <b>Office of Engineering/Construction Division</b>				FM CODE <b>26.01.06.00</b>
MAILING ADDRESS <b>6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202</b>		LOCATION <b>110</b>	RANGE <b>16</b>	SECTION(S) <b>2</b>
PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER		
AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT <b>STATE RECORDS MANAGEMENT CENTER</b>		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 2	<b>Contract # MTA-90-51-09 07/95 - 01/00</b> <b>Asbestos Abatement &amp; Renovation to Buildings 1 &amp; 3</b>  OFFICE FILES Outgoing Correspondance Incoming Correspondance Interoffice Correspondance Invoices Specification Book Change Orders	<b>SCHEDULE # 1001</b> <b>All items</b> <b>July 2007</b>
2 of 2	Change Orders	DISPOSED 7/23/07 DW

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Mass Transit Administration		<b>ACCESSION NO.</b> <div align="center" style="font-size: 2em; font-family: cursive;">01W286</div>		<b>DATE REC'D</b> <div align="center" style="font-size: 1.5em;">10.18.00</div>	
<b>B. DIVISION/UNIT</b> Office of Engineering/Construction Division		LOCATION RANGE SECTION(S) <div align="center" style="font-size: 1.5em;">110 17</div>		<b>FM CODE</b> <div align="center" style="font-size: 1.5em;">26.01.06.00</div>	
<b>C. MAILING ADDRESS</b> 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		<b>NO. OF CU. FT</b> <div align="center" style="font-size: 2em;">1</div>			
<b>D. PHONE NO.</b> 410-767-3328		<b>RECORD CENTER MANAGER</b>  TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
<b>E. AGENCY OFFICIAL</b> Deno S. Yenias, Manager					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE			
1 of 1	Contract # MTA-XO-50-08 6/97 - 5/98 <div align="center" style="font-family: cursive; font-size: 1.5em;">Soil Procurement</div> MTA to Contractor Incoming Correspondence Outgoing Correspondence Memos Transmittals Pre Contract Data Memo to file Submittals	SCHEDULE # 1001 All items July 2007                      <div align="center" style="font-family: cursive; font-size: 1.5em;">1</div> <div align="center" style="font-family: cursive; font-size: 2em;">DISPOSED</div> <div align="center" style="font-family: cursive; font-size: 1.5em;">7/23/07</div> <div align="center" style="font-family: cursive; font-size: 1.5em;">DW</div>			

RECORDS TRANSMITTAL AND RECEIPTS

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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY <b>Mass Transit Administration</b>	ACCESSION NO. <b>01W287</b>	DATE REC'D <b>10-18-00</b>
DIVISION/UNIT <b>Office of Engineering/Construction Division</b>		FM CODE <b>26-01.06.00</b>
MAILING ADDRESS <b>6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202</b>	LOCATION <b>RANGE 110 SECTION(S) 17</b>	NO. OF CU. FT <b>1</b>
PHONE NO. <b>410-767-3328</b>	RECORD CENTER MANAGER	
AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>	TO BE COMPLETED AT <b>STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 1	<b>Contract # MTA-0295-0240 6/98 - 1/00</b> Fast Acting Doors  OFFICE FILES Incoming Outgoing Interoffice Miscellaneous Change Notice Pay Certs Change Orders Specification Book Audit Close Out	<b>SCHEDULE # 1001</b> All items July 2007
	<b>Contract # MTA-0228-0140 10/98 - 2/00</b> Metro Storm Drain Pump and Piping  OFFICE FILES Incoming Outgoing Interoffice Miscellaneous Change Orders CCR / CN Pay Certs Specification Book Close Out	<b>SCHEDULE # 1001</b> All items July 2007

*DF 500520  
7/23/00  
DW*

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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*HOLD*

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO.  <b>01W288</b>	DATE REC'D <b>10-18-00</b>
B. DIVISION/UNIT Office of Engineering/Construction Division			FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>110</b> SECTION(S) <b>17</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 of 1	Contract # MTA-0527-0140 Old Court Metro Station Park -N- Ride  OFFICE FILES Incoming Correspondence Outgoing Correspondence Interoffice Correspondence Miscellaneous CCR / CN Pay Certs Change Orders Specification Book Close Out  6/97 - 1/00	SCHEDULE # 1001 All items July 2007	
1 of 1	Contract # MTA-0317-0140 Shot Tower Station Vent Shaft Repairs  OFFICE FILES Incoming Correspondence Outgoing Correspondence Interoffice Correspondence Miscellaneous Change Orders Pay Certs Specification Book  7/98 - 1/00	DISPOSED 7/23/07 DW	



**RECORDS TRANSMITTAL AND RECEIPTS**

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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <b>Mass Transit Administration</b>		ACCESSION NO. <b>01W289</b>	DATE REC'D <b>10-18-00</b>
B. DIVISION/UNIT <b>Office of Engineering/Construction Division</b>		LOCATION <b>110</b>	FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS <b>6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202</b>		RANGE <b>17</b>	NO. OF CU. FT <b>1</b>
D. PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT <b>STATE RECORDS MANAGEMENT CENTER</b>	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 of 1	<b>Contract # T-0121-0440 8/97 - 8/99</b> Penn North Metro Station Weatherization  OFFICE FILES Outgoing Correspondence Incoming Correspondence Interoffice Correspondence Miscellaneous CCR/CN/CO Specification Book Closeout	<b>SCHEDULE # 1001</b> All items July 2007	
1 of 1	<b>Contract # MTA-23-91-S15 8/97-2/99</b> Rosedale Park -N- Ride  General Invoices Change Orders Close Out	<b>SCHEDULE # 1001</b> All items July 2007	
<i>DISPOSED 7/23/07 DW</i>			

**RECORDS TRANSFER, TAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>01W/290</b>		DATE REC'D <b>10-18-00</b>
B. DIVISION/UNIT Office of Engineering/Construction Division				FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		RANGE <b>110</b>	LOCATION SECTION(S) <b>17</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 1	<b>Contract # MTA-0082-0240 9/98 - 6/00</b> Overlea Bus Loop Waiting Station  Incoming Correspondence Outgoing Correspondence Interoffice Correspondence Miscellaneous CCR / CN Pay Certs Change Orders Specification Book Close Out Material Test Reports Progress schedule Payroll Certification Inspector Daily Reports Preconstruction Data RFI's Monthly Status Report Submittals Weekly Progress Meeting Subcontractor Approvals	<b>SCHEDULE # 1001</b> All items July 2007

*DISPOSED  
2/23/07  
DW*

R-110  
S-17

15 - EMPTY SPACES  
S-17

## RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. <b>Mass Transit Administration</b>	<b>ACCESSION NO.</b> <p style="font-size: 2em; text-align: center;">01W291</p>	<b>DATE REC'D</b> <p style="font-size: 1.5em; text-align: center;">10-18-00</p>
<b>B. DIVISION/UNIT</b> Office of Engineering/Construction Division	<b>RANGE</b> <p style="font-size: 2em; text-align: center;">110</p>	<b>FM CODE</b> <p style="font-size: 1.5em; text-align: center;">26.01.06.00</p>
<b>C. MAILING ADDRESS</b> 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		<b>LOCATION</b> <b>SECTION(S)</b> <p style="font-size: 2em; text-align: center;">16</p>
<b>D. PHONE NO.</b> 410-767-3328	<b>RECORD CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Deno S. Yenias, Manager	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
<b>2. BOX NUMBERS</b> 1 of 1	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE</b>  <b>Contract # MTA 0129-0140</b> Seaford  General Contract Information  <b>Contract # MTA 0056-0140</b> <span style="float: right;">4/97 - 12/99</span> Lutherville Park -N- Ride Expansion Incoming Correspondence Outgoing Correspondence Progress Payments Specification Book Scheduleing Change Orders CN's Close Out  <b>Contract # MTA 0134-0140</b> <span style="float: right;">6/97 -7/98</span> Bridger Over Big Pipe Creek General Contract Documents Closeout	<b>4. DISPOSAL AUTHORITY</b> SCHEDULE, ITEM NO., DISPOSAL DATE  SCHEDULE # 1001 All items JULY 2005     SCHEDULE # 1001 All items July 2007
<p style="font-size: 2em; transform: rotate(-15deg);">DISPOSED 7/23/07 DW</p>		

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Mass Transit Administration		<b>ACCESSION NO.</b>  01W292		<b>DATE REC'D</b> 10-18-00	
<b>B. DIVISION/UNIT</b> TDD/Office of Engineering-Construction				<b>FM CODE</b> 26.01.06.00	
<b>C. MAILING ADDRESS</b> 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		<b>LOCATION</b>  <b>RANGE</b> 110 <b>SECTION(S)</b> 16		<b>NO. OF CU. FT</b>  1	
<b>D. PHONE NO.</b> 410-767-3328		<b>RECORD CENTER MANAGER</b>			
<b>E. AGENCY OFFICIAL</b> Deno S. Yenias		<b>TO BE COMPLETED AT</b>  <b>STATE RECORDS MANAGEMENT CENTER</b>			
<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>			
1 of 1	<b>Contract No. T-0304-0140</b> 5/98 - 7/00 <b>Heating Upgrade at Martins Airport</b> Field Files: Incoming Correspondence from Contractor Outgoing Correspondence to Contractor Miscellaneous Correspondence Submittals - Outgoing Submittals - Incoming Meeting Minutes Schedule CCR/CN/CO & Related Correspondence Estimates Certified Payrolls Approved Submittals Contractor Daily Logs IDR's O & M Manual Plans Specs  <b>Main Office Files:</b> Incoming Correspondence Outgoing Correspondence Miscellaneous Correspondence Meetings Transmittals CCR/CN/CO Estimates Spec Book Change Orders	Schedule # 1001 All Items July, 2007   <div style="text-align: right; font-style: italic;">                         DISPOSED                          7/23/07                          DW                     </div>			

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>01W/293</b>		DATE REC'D <b>10-18-00</b>
B. DIVISION/UNIT Office of Engineering/Construction Division		LOCATION		FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		RANGE <b>110</b>	SECTION(S) <b>16</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT <b>STATE RECORDS MANAGEMENT CENTER</b>		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
<b>1 of 1</b>	<b>Contract # T-0428-0140</b> <b>6/1/98 - 8/9/00</b> Bus-Northwest Lighting  Field Files General Contract Data Action Items Transmittals from Contractor Correspondence from Contractor Faxes from Contractor Incoming Correspondence Transmittals from Contractor Outgoing Correspondence Subcontractor Correspondence RFI's Claim Information CCR's, CN's, CO's Submittals Material Tickets Reports Insurance Memo's to file Invoices Certified Payrolls Close-out Docs Ledger Pages Photo's Office Files: Incoming Correspondence Outgoing Correspondence Interoffice Misc. Invoices/CCR's/CN's/CO's	<b>SCHEDULE #1001</b> <b>All Items</b> <b>July 1, 2007</b>  <i>DZ SCOPED</i> <i>7/23/07</i> <i>DW</i>		

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b>		ACCESSION NO.  <b>01W294</b>	DATE REC'D <b>10-18-00</b>
1. <b>Mass Transit Administration</b>			FM CODE <b>26-01-06.00</b>
<b>B. DIVISION/UNIT</b>		LOCATION RANGE SECTION(S) <b>110 16</b>	NO. OF CU. FT. <b>1</b>
Office of Engineering/Construction Division			
<b>C. MAILING ADDRESS</b>			
6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202			
<b>D. PHONE NO.</b>		RECORD CENTER MANAGER	
410-767-3328			
<b>E. AGENCY OFFICIAL</b>		TO BE COMPLETED AT	
Deno S. Yenias, Manager		STATE RECORDS MANAGEMENT CENTER	
<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>	
1 of 1	Contract # MTA-0743 6/97 - 4/00 Upton Station Entrance Weatherization  OFFICE FILES Incoming Correspondence Outgoing Correspondence Interoffice Correspondence Miscellaneous CCR / CN Pay Certs Change Orders Specification Book Close Out	SCHEDULE # 1001 All items July 2007	
		<i>DZSP 05SEP 7/23/07 DW</i>	

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
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DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>01W295</b>		DATE REC'D <b>10-18-60</b>
B. DIVISION/UNIT Office of Engineering/Construction Division		LOCATION <b>110</b> RANGE SECTION(S) <b>16</b>		FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		NO. OF CU. FT. <b>1</b>		
D. PHONE NO. <b>410-767-3328</b>		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL <b>Deno S. Yenias, Manager</b>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 1	<b>Contract # MTA-3-63-2</b> <span style="float:right"><b>2/96 - 1/00</b></span> System Wide Roofing  OFFICE FILES Incoming Correspondance Outgoing Correspondance Interoffice Correspondance Miscellaneous CCR / CN Pay Certs Invoices Specification Book Change Orders	<b>SCHEDULE # 1001</b> All items July 2007
1 of 1	<b>Contract # MTA-90-53-11</b> <span style="float:right"><b>11/95 - 9/00</b></span> Underground Storage Tank Upgrade  OFFICE FILES Change Orders Miscellaneous Contract Closeout Change Notices	<b>SCHEDULE # 1001</b> All items July 2007  <i>DF SPOSED 7/23/07 DW</i>



RECORDS TRANSMITTAL AND RECEIPTS

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P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Mass Transit Administration		<b>ACCESSION NO.</b> <div style="font-size: 2em; font-family: cursive;">02W 289</div>	<b>DATE REC'D</b> <div style="font-size: 1.5em; font-family: cursive;">11-6-01</div>
<b>B. DIVISION/UNIT</b> TDD/Office of Engineering-Construction		<b>LOCATION</b> RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">6 8</div>	<b>FM CODE</b> <div style="font-size: 1.5em; font-family: cursive;">26.01.06.00</div>
<b>C. MAILING ADDRESS</b> 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202			<b>NO. OF CU. FT</b> <div style="font-size: 2em; font-family: cursive;">6</div>
<b>D. PHONE NO.</b> 410-767-3328		<b>RECORD CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Deno S. Yenias		<b>TO BE COMPLETED AT</b> STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box 1 of 6      Box 2 of 6           Box 3 of 6	<b>Central Light Rail Line Over Patapsco River</b> <b>Contract No. MTA-23-94-1</b> 01/96 - 09/00  Specifications Incoming Misc. Outgoing Misc. From Contractor to Misc. Incoming Corresp / Contr. Incoming Correspondence from Contractor Miscellaneous Notes  Weekly Reports Patapsco Valley ROE Outgoing to Contractor L.O.T. Misc. L.O.T. for Our Use Approved Transmittals Audits L.O.T. From RK&K Schedule Meeting Minutes Safety Inspector Daily Reports  Ballast Subsidence South Piles As-Builts Request for Information	Schedule # 1001 All Items July 2007          <div style="font-size: 2em; font-family: cursive; transform: rotate(-15deg);">                         DISPOSED                          7/20/07                          DW                     </div>

Box 3 of 6 Subcontractor Approvals  
(Continued) Submittal Log  
L.O.T. to Contractor  
Concrete Tests  
L.O.T. from Contractor  
Certified Payrolls  
CCR/CN/CO/Register

Schedule # 1001  
All Items  
July 2007

Box 4 of 6 Change Order Nos. 001 / 002  
Change Order Nos. 003 / 004  
Change Order Nos. 005 / 006  
Change Order No. 007  
Change Order No. 008  
Change Order Nos. 009 / 010  
Change Order Nos. 011 / 012  
Change Order No. 013  
Specification Book - Volume I  
Specification Book - Volume II

Box 5 of 6 L.O.T. From Contractor  
L.O.T. From DCCO  
General Correspondence  
Contract Audit Report  
Invoice File  
Interoffice Correspondence  
Incoming Correspondence

Box 6 of 6 CN No. 001  
Change Order 1 - 14  
Changes & Claims Contract Doc. & Volume 2  
Closeout

**RECORDS TRANSMITTAL AND RECEIPTS**

*E*

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY Mass Transit Administration		ACCESSION NO. <b>02W1291</b>		DATE REC'D <b>11-6-01</b>
DIVISION/UNIT MTA/Office of Engineering-Construction				FM CODE <b>26.01.06.00</b>
MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>5</b> SECTION(S) <b>32</b>		NO. OF CU. FT. <b>3</b>
PHONE NO. 410-767-3328		RECORD CENTER MANAGER		
AGENCY OFFICIAL Deno S. Yenias		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 3	Contract No. T-0059-0140 Hamburg Street Light Rail Station 3/97 - 4/99 Contract Specifications Bid Items Invoices Incomming Correspondence Outgoing Correspondence Memos Miscellaneous Schedules Meeting Minutes Action Items Subcontractor Approvals Claims	Schedule # 1001 All Items July, 2007
2 of 3	Transmittals Pay Estimates Change Orders	<i>DISPOSED</i> <i>7/20/07</i> <i>DW</i>
3 of 3	Change Orders Claims	

*E*

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Mass Transit Administration		ACCESSION NO. <b>02W293</b>	DATE REC'D <b>11-6-01</b>
B. DIVISION/UNIT Office of Engineering/Construction			FM CODE <b>26-01-06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>5</b> SECTION(S) <b>32</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenias		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 Box	<b>Contract No. MTA-90-57-04</b> <b>Kirk Employee Parking</b> <span style="float: right;">6/95 - 6/00</span> Spec Book Correspondence Meetings Certified Payrolls IDR's Ledger/Quantities CN CO CCR Pay Invoices Pay Estimates Project Drawings	<b>Scha. # 1001</b> All Items July, 2007  <i>DISPOSED</i> <i>7/20/07</i> <i>DW</i>	

**RECORDS TRANSMITTAL AND RECEIPTS**

**DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER**  
**P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)**

**DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

<b>AGENCY</b> Mass Transit Administration	<b>ACCESSION NO.</b> 02W294	<b>DATE REC'D</b> 11-6-01
<b>DIVISION/UNIT</b> TDD/Office of Engineering-Construction		<b>FM CODE</b> 26.01.06.00
<b>MAILING ADDRESS</b> 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202	<b>LOCATION</b> RANGE 5 SECTION(S) 32	<b>NO. OF CU. FT</b> 1
<b>PHONE NO.</b> 410-767-3328	<b>RECORD CENTER MANAGER</b>	
<b>AGENCY OFFICIAL</b> Deno S. Yenias	<b>TO BE COMPLETED AT</b> STATE RECORDS MANAGEMENT CENTER	

<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>
1 Box	Underground Storage Tanks Contract No. MTA-90-53-11 3/95 - 2/00 Inspectors Reports Ledger Quantity Correspondence Certified Payrolls Meetings Pay Estimates Subcontractors Submittals Test Report CCR CO Change Notices Contract Drawings Spec Book	Schedule # 1001 All Items July, 2007  DISPOSED 7/20/07 DW

# RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY Mass Transit Administration		ACCESSION NO. <span style="font-size: 2em; font-family: cursive;">02N/296</span>		DATE REC'D 11-6-01
DIVISION/UNIT Office of Engineering/Construction Division		LOCATION RANGE SECTION(S) <span style="font-size: 2em; font-family: cursive;">5 32</span>		FM CODE 26.01.06.00
MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202				NO. OF CU. FT. 1
PHONE NO. 410-767-3328		RECORD CENTER MANAGER		
AGENCY OFFICIAL Deno S. Yenias, Manager		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
1 of 1	Contract # MTA-4316-103 Germantown Parking Expansion  Contract Specifications Correspondence In Correspondence Out Subcontractor Approvals Meeting Minutes Pay Estimates Submittals Change Orders	SCHEDULE # 1001 All items July 2007		

DISPOSED  
 7/20/07  
 DW

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>02W/298</b>	DATE REC'D <b>11-6-01</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction			FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>5</b> SECTION(S) <b>32</b>	NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenas		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
Box 1 of 1	<b>Germantown Building Expansion</b> 2/99 - 2/00 <b>Contract No. MTA-0151-0240</b>  Audit Bid Information CCR/CN Certified Payroll Change Orders Closeout Contract Documents Contract Drawings Contract Specifications Book Contract Status Reports Control Testing Correspondence CTI Reports Diary Emergency Numbers Faxes Inspector Daily Reports Sept 99 to April 00 Inspector's File Ledger MBE Meetings Miscellaneous Allowance Items Miscellaneous Notes Pay Estimates 1 -7	<b>Schedule # 1001</b> <b>All Items</b> <b>July 2007</b>  <i>DZ... 7/20/07 DW</i>	

Box 1 of 1  
(Continued)

Permit Requests  
Permits  
Preconstruction Meeting  
Progress Meetings 1 - 9  
Project Photos  
Project Schedule  
Property Plat  
Punch List  
Request For Information  
Subcontractor Approval  
Submittals  
Tickets - Aggregate  
Tickets - Concrete  
Tickets - General  
Ticket Door

**Schedule # 1001**  
**All Items**  
**July 2007**



**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>02W301</b>		DATE REC'D <b>11-6-01</b>
B. DIVISION/UNIT Office of Engineering/Construction Division		LOCATION RANGE <b>5</b> SECTION(S) <b>32</b>		FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		RECORD CENTER MANAGER		NO. OF CU. FT. <b>1</b>
D. PHONE NO. 410-767-3328		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
E. AGENCY OFFICIAL Deno S. Yenias, Manager				
2. BOX NUMBERS 1 Box	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	Contract No. T-0290-0140 8/14/97-7/27/00 Furnish & Install 45 Bus Shelters in Balto Metro Area <i>Main Office Files:</i> Incoming Correspondence Outgoing Correspondence Interoffice Correspondence Action Items Invoices Contract Data Specifications Change Order No. 001 Change Order No. 002 Audit Close-out		SCHEDULE #1001 All Items July-07	
	Contract No. T-0189-0140 3/15/99-10/27/00 Wabash Yard Turnout Rehabilitation <i>Main Office Files:</i> Incoming Correspondence Outgoing Correspondence Interoffice Correspondence CCR/CN Meeting Minutes Submittals Transmittals Action Items Invoices Pre-Contract Data Specifications Change Order No. 001 Audit Close-out Continued to page 2		DISPOSED 7/20/07 DW	

1 Box	<b>Contract No. T-0082-0240</b> <b>10/1/98-9/8/00</b> <b>Demolition &amp; Replace of Overlea Bus Loop Waiting Station</b> <b>Main Office Files:</b> <i>Incoming Correspondence</i> <i>Outgoing Correspondence</i> <i>Interoffice Correspondence</i> <i>Meeting Minutes</i> <i>RFI's</i> <i>Transmittals</i> <i>Action Items</i> <i>Change Order No. 001</i> <i>Change Order No. 002</i> <i>Invoices</i> <i>Pre-Contract Data</i> <i>Review &amp; Comments</i> <i>Specifications</i> <i>Closeout Docs</i>	<b>SCHEDULE #1001</b> <b>All Items</b> <b>July-07</b>
	<b>Contract No. T-0294-0140</b> <b>11/8/99-9/25/00</b> <b>Indoor Air Quality Rehabilitation-Building #8</b> <b>Main Office Files:</b> <i>Incoming Correspondence</i> <i>Outgoing Correspondence</i> <i>Interoffice Correspondence</i> <i>Meeting Minutes</i> <i>RFI's</i> <i>Action Items</i> <i>Compliance Review</i> <i>Submittals</i> <i>Invoices</i> <i>CCR/CN</i> <i>Change Order No. 001</i> <i>Closeout Docs</i> <i>Specs &amp; Contract Data</i>	

*E*

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>02W308</b>	DATE REC'D <b>11-6-01</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction			FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>40</b> SECTION(S) <b>27</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenias		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box 1 of 1	<b>Odenton Pedestrian Tunnel Modifications</b> <b>4/96 - 7/00</b> <b>Contract No. MTA-3-54-2</b>  Specifications Outgoing Correspondence Incoming Correspondence Miscellaneous Pay Estimates Transmittals / Shop Drawings Change Order 1 Change Order Nos. 002 through 008 Closeout Spec Book	<b>Schedule # 1001</b> <b>All Items</b> <b>July 2007</b>  <i>DISPOSED</i> <i>7/20/07</i> <i>Daw</i>

**RECORDS TRANSMITTAL AND RECEIPTS**

**E** DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>02W309</b>	DATE REC'D <b>11-6-01</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction			FM CODE <b>26-01-06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>40</b> SECTIONS <b>27</b>	NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenias		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
Box 1 of 1	<b>Brunswick MARC Parking Expansion</b> <span style="float:right">5/97 - 08/00</span> <b>Contract No. MTA-0161-0140</b>  Outgoing Correspondence Incoming Correspondence Miscellaneous Correspondence Contract Documents CN / Change Orders Contract Award/Letter Change Notices Change Orders 1, 2, 3, 5 Change Order 4 Conformed Specifications Transmittals Pay Estimates CCR/CN/Change Orders	<b>Schedule # 1001</b> <b>All Items</b> <b>July 2007</b>  <i>Disposed 7/20/07 DW</i>	

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JUSSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>03W74</b>	DATE REC'D <b>8-14-02</b>
B. DIVISION/UNIT Office of Engineering/Construction			FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202	LOCATION RANGE <b>106</b> SECTION(S) <b>4</b>	NO. OF CU. FT. <b>3</b>	
D. PHONE NO. 410-767-3328	RECORD CENTER MANAGER		
E. AGENCY OFFICIAL Deno S. Yenias	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box 1 of 3	Odenton Parking & High Level Platforms 9/94 - 7/97 MTA-4968-310 Specs Correspondence Out Miscellaneous Correspondence Correspondence In Meeting Minutes RFI's Weekly Reports Subcontractor Approvals Submittals/Shop Drawings	Schedule No. 1001 All Items <i>Extended</i> <del>July 2004</del> <b>July 2007</b>
Box 2 of 3	Approved Transmittals Change Orders 9 & 10 Pay Estimates Change Order 8 CCR/CN's Change Orders 11 & 12 Changes & Claims C.O. 1, 2, & 3	<i>DISPOSED</i> <b>7/23/07</b> <i>DW</i>
Box 3 of 3	Closeout Changes & Claims C.O. 5, 6, 7 & 8 Changes & Claims C.O. 9, 10, 11 & 12 Spec Book Landscaping Change Order No. 1 - 7 Bid Item Ledger Book	

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>03W79</b>	DATE REC'D <b>8-14-02</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction			FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>35</b> SECTION(S) <b>13</b>	NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Deno S. Yenas		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
Box 1 of 1	<p><b>Laurel Station Improvements</b> 5/98 - 8/00</p> <p><b>Contract No. T-0246-0140</b></p> <p>MARC Files: Specifications Incoming Correspondence Outgoing Correspondence Spec Book Miscellaneous Transmittal CO # 001 - CO # 007 Meeting Minutes Subcontractor Approvals Pay Estimates CCR/CN/CO Changes &amp; Claims: CO # 001 - CO # 007 Closeout</p> <p><b>MARC Laurel Station Building</b> 2/99 - 9/00</p> <p><b>Contract No. T-0469-0140</b></p> <p>MARC Files: General Spec Book Special Provisions Changes &amp; Claims: Change Order No. 001 Change Order No. 002 Closeout</p>	<p>Schedule # 1001 All Items July 2007</p> <p><i>Disposed 7/20/07 DW</i></p>	

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>04W416</b>		DATE REC'D <b>11-18-03</b>
B. DIVISION/UNIT TDD/Office of Engineering-Construction		LOCATION RANGE SECTION(S) <b>40 27-29</b>		RM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street William Donald Schaefer Tower Baltimore, Maryland 21202		NO. OF CU. FT. <b>44</b>		
D. PHONE NO. Contact Person - Dana McKenney 410-767-3944		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL Deno S. Yenias 410-767-3328		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
1 - 39 Plus 1-A 2-A 3-A 4-A 5-A	MTA Contract Files See Attach	Schedule # 1001 All Items July 2007  <i>DZJSP05EP 7/20/07 DW</i>		



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Robert L. Ehrlich, Jr., Governor • Robert L. Flanagan, Secretary • Robert L. Smith, Administrator

FACSIMILE TRANSMITTAL

DATE: Nov. 10, 2003

TO: Karen 410 799-1379  
(Phone No.)

FAX NO: 410 799-8532

FROM: Kana McKernan 410 767-3944  
(Phone No.)

FAX NO: 410 383-0126

NUMBER OF PAGES INCLUDING COVER SHEET: 44

If there are any problems with this transmittal, please call my office.

MESSAGE: Good Afternoon, Karen here's the  
paperwork on the boxes that I spoke with  
you about. These boxes are to be included  
with MTA's Construction Division delivery on  
Nov. 17.

I was forwarded this format, if this is  
not correct please let me know ASAP.  
This form does not look familiar  
to me. A total of 43 boxes.  
Thank You.

NOV 10 2003







Maryland State Archives  
Preliminary Inventory Worksheet of Series Contents

Circle one:

TRANSFER

SPECCIL

OTHER

INITIALS

*JAM*

NUMBER:

*410 707 3941*

Date: *11/7/03*

Agency:

*MDOT-MTA*

Series:

Box or Volume Number	Title as found on volumes or brief description of contents of box	Dates Covered by contents	Location
2	MTA-0115-0140 Eutaw & Monument Street Vent Shaft Repairs	11/97-6/98	
	MTA-0134-0140 Rehab. of Big Pipe Creek Bridge	9/97-3/98	
	MTA-0276-0140 Construction of Slope Protection Near North Avenue	4/98-9/98	
	MTA-0290-0140 Furnish & Install 45 Bus Shelters Balto. Metro. Area	8/97-10/99	
	MTA-0317-0140 Shot Towers Vents Shaft Repairs	5/98-12/98	
	MTA-0329-0140 Lexington Market Metro Sta. & Contiguous Tunnels Fire Protection System	9/97-9/98	
	MTA-0700-2314-04 Rehabilitation of Bridges 27.1	4/95-3/96	
	MTA-0295-0140 Fast Acting Doors, Bush Division Wash House	7/98-10/98	























































### Maryland State Archives Preliminary Inventory Worksheet of Series Contents

Circle one: TRANSFER  SPECCIL  OTHER  INITIALS JM NUMBER: 410 767 3941

Date: 11/7/03 Agency: \_\_\_\_\_ Series: \_\_\_\_\_

Box or Volume Number	Title as found on volume or brief description of contents of box	Dates covered by contents	Location
24	MTA-0054-0240 MARC Metropolitan Grove Platform Shelter	6/97-10/97	
	MTA-0547 Light Rail Public Advisory System	8/94-8/95	
	MTA-0640 Metro Station Signs	3/96-3/97	
	MTA-0644 Gold Street Pumping Station Pipe Replacement	3/96-12/96	
	MTA-0684 Metro Rail Shop Security System	6/96-3/97	
	MTA-23-92-36 Furnish an Automatic Revolving Door at John Hopkins Station	6/96-12/96	
	MTA-3-65-3 Reisterstown Plaza Double Crossover Refurbishment	5/96-7/97	
	MTA-90-53-4 North Avenue Park & Ride	6/94-7/95	
	MTA-0739 Fastening Acting Doors for Bus Division Wash House	2/97-4/98	
	MTA-0700-1324-04 Rehabilitation of Bridges 25.9	8/95-11/96	



































**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY		ACCESSION NO.		DATE REC'D
1. Mass Transit Administration		04W425		11-18-03
B. DIVISION/UNIT				FM CODE
Office of Engineering/Construction Division		LOCATION		26-01-06-00
C. MAILING ADDRESS		RANGE	SECTION(S)	NO. OF CU. FT
6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		32	30	1
D. PHONE NO.		RECORD CENTER MANAGER		
410-767-3328				
E. AGENCY OFFICIAL		TO BE COMPLETED AT		
Deno S. Yenias, Manager		STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
1 Box	Contract No. T-0294-0140 Indoor Air Quality Rehabilitation Field Office Incoming Correspondence Incoming Transmittals Outgoing Transmittals Meeting Minutes Certified Payrolls Certified Payrolls Change Notice Register Change Notice 001-006 Change Order No. 001 Submittals O&M Manual	8/17/99-9/25/00 SCHEDULE #1001 All Items July 1, 2007		
<p><i>DZSPasen</i> <i>7/20/07</i> <i>DW</i></p>				

**RECORDS TRANSMITTAL AND RECEIPTS**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>04W426</b>		DATE REC'D <b>11-18-03</b>
B. DIVISION/UNIT Office of Engineering/Construction Division		LOCATION RANGE <b>32</b> SECTION(S) <b>30</b>		FM CODE <b>26.01.06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		RECORD CENTER MANAGER		NO. OF CU. FT. <b>1</b>
D. PHONE NO. 410-767-3328		E. AGENCY OFFICIAL Deno S. Yenias, Manager		
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS 1 Box	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE Contract No. T-0294-0140 Indoor Air Quality Rehabilitation Field Office Outgoing Correspondence Ledger Book Progress Payments-Pay Certs Status Reports IDR's Certified Payrolls Punchlist CCR/CN/CO Submittals Videos		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE SCHEDULE #1001 All Items July 1, 2007	
			8/17/99-9/25/00	
			<p align="center"><i>DZS</i> <i>7/20/07</i> <i>DW</i></p>	

**RECORDS TRANSMITTAL AND RECEIPTS**

*E*

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>05W591</b>		DATE REC'D <b>12-14-04</b>
B. DIVISION/UNIT Office of Engineering/Construction Division				FM CODE <b>26-01-06.00</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>34</b> SECTIONS <b>19</b>		NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL Deno S. Yenias, Manager		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS 1 of 1 Boxes	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE Contract No. MTA 23-92-32 Shot Tower West Entrance Plaza Main File  Specifications Following NTP Contract Information Change Order No. 001 Change Order No. 002 Change Order No. 003 Change Order No. 004 Change Order No. 005 Change Order No. 006 Plan Holders List Closeout		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE SCHEDULE #1001 All Items July 1, 2007	
			<p align="center"><i>Disposed 7/20/07 DW</i></p>	

RECORDS TRANSMITTAL AND RECEIPTS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Transit Administration		ACCESSION NO. <b>05W592</b>		DATE REC'D <b>12-14-04</b>
B. DIVISION/UNIT Office of Engineering/Construction Division		LOCATION		FM CODE <b>26-01-06-00</b>
C. MAILING ADDRESS 6 Saint Paul Street, Construction William Donald Schaeffer Tower Baltimore, Maryland 21202		34 RANGE	SECTION(S) 19	NO. OF CU. FT 1
D. PHONE NO. 410-767-3328		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL Deno S. Yenias, Manager		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
Box 1 of 1	Contract No. T-0228-0140 Metro Storm Drain Pump & Piping Retro Fit <i>Field Office Files</i> <i>Payment Invoices</i> <i>DBE/MBE</i> <i>Certified Payrolls</i> <i>Exceptance &amp; Final Payment</i> <i>Pump #2 at Gold Street (Call Backs)</i> <i>IDR's</i> <i>Schedules/Submittal Register</i> <i>Meeting Minutes</i> <i>Emergency Phone Numbers</i> <i>Mixer Sludge Pumps</i> <i>Emergency Pump Test Reports</i> <i>Permanent Pump Test Reports</i> <i>Storm Pump Controls</i> <i>Pump Information</i> <i>RFI's</i> <i>Transmittals</i> <i>Letters to MTA Internal</i> <i>Letters to MTA External</i> <i>Letters MTA to Contractor</i> <i>Miscellaneous Memos</i> <i>Addendums</i> <i>Miscellaneous to Contractor</i> <i>Telephone Conversation Records</i> <i>Subcontractor Approval Forms</i> <i>Track Access Class</i> <i>Contract Status Report</i> <i>Change Proposals</i>	11/16/98-1/24/00 SCHEDULE #1001 All Items July 1, 2007		
<i>DISPOSED</i> <i>7/20/07</i> <i>DC</i>				
see page 2				

05W592

Box 1 of 1	<b>Contract No. T-0228-0140</b> <b>Metro Storm Drain Pump &amp; Piping Retro Fit</b> <i>Field Office Files</i> <i>Piping &amp; Fittings</i> <i>Welder's Certification</i> <i>Status Report</i> <i>Liability Insurance</i> <i>Bonds Status</i> <i>Bid Tabulations</i> <i>Ohio Casualty Group</i> <i>CCR/CN/Change Orders</i> <i>Fax Machine Information</i> <i>Punch List</i> <i>CCR #001 Paint Credit</i> <i>Credit Proposal Painting Wet Wells 6</i> <i>Painter Complaint</i> <i>Letke Painting Complaint</i> <i>Punch List &amp; Transmittals for O&amp;M Manual</i> <i>Meeting Minutes</i> <i>Audit</i> <i>Final Audit</i> <i>Submittals</i> <i>Miscellaneous Correspondence</i> <i>Item Ledger</i> <i>Spare Parts &amp; Pricing</i> <i>Drawings</i>	<b>11/16/98-1/24/00</b>	<b>SCHEDULE #1001</b> <b>All Items</b> <b>July 1, 2007</b>
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E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION		ACCESSION NO. <b>95W945</b>	DATE REC'D <b>2-2-95</b>
B. DIVISION/UNIT FINANCE - GRANT ACCOUNTING			RM CODE <b>26.01.06.01</b>
C. MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MD 21230		LOCATION RANGE SECTION(S) <b>109 10</b>	NO. OF CU. FT. <b>9</b>
D. PHONE NO. (410) 333-4802		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>James Renner</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM No., DISPOSAL DATE
		SCHEDULE 992
		ITEM NO. 1B
		DISPOSAL DATE
28	Grant Accounting Invoices - FY'83 Z-001---Z-022	JUNE 30, 2007
29	" " " " Z-023---Z-068	"
30	" " " " Z-069---Z-114	"
31	" " " " Z-115---Z-149	"
32	" " " " Z-150---Z-188	"
33	" " " " Z-189---Z-233	"
34	" " " " Z-234---Z-290	"
35	" " " " Z-291---Z-328	"
36	" " " " Z-329---Z-373	"

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20714 (TELEPHONE - 799-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Mass Transit Administration 26.01.06.01		ACCESSION NO. <b>04WK403</b>	DATE REC'D <b>11-14-03</b>
B. DIVISION/UNIT Finance/ <b>ACCTS. PAYABLE</b>		LOCATION RANGE <b>18</b> SECTION(S) <b>5</b>	RM CODE <b>26.01.06.01</b>
C. MAILING ADDRESS 6 St. Paul Street .., 8th Floor Baltimore, Maryland 21202		NO. OF CU. FT. <b>6</b>	
D. PHONE NO. 767-3716		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>[Signature]</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
2	FY 01	SCHEDULE 992 ITEM NO. 1A DISPOSAL DATE <u>7/07</u>
3	" " J1007305 - " 7594	
4	" " " 7595 - " 7775	
5	" " " 7814 - " 8059	
6	" " " 8093 - " 8350	
7	" " " 8362 - " 8651	
	" " " 8657 - " 8748	

OMB 350-8 (REV. 12/88) USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

*DISPOSED  
7/20/07  
DW*

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD, 20794 (TELEPHONE-799-1379)

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Maryland Transit Administration 26.01.06.01		ACCESSION NO. <b>06W989</b>	DATE REC'D <b>5-22-06</b>
B. DIVISION/UNIT Finance/ Accounts Payable		LOCATION RANGE SECTION(S) <b>69 9</b>	RM CODE <b>26.01.06.01</b>
C. MAILING ADDRESS 6 Saint Paul Street Finance Dept., 8th Floor Baltimore, Maryland 21202		NO. OF CU. FT. <b>33</b>	
D. PHONE NO.  (410) 767-3716		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Jacqueline V. Coates</i> Jacqueline V. Coates		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES.	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
		Schedule 992 Item No. 1A Disposal Date 07/08
1	FY02 A/P Vouches J2000005 - J2000279	" 7/2007
2	" " " 282 - 500	"
3	" " " 509 - 749	"
4	" " " 750 - 911	"
5	" " " 925 - 1233	"
6	" " " 1234 - 1467	"
7	" " " 1469 - 1649	"
8	" " " 1650 - 1855	"
9	" " " 1861 - 2113	"
10	" " " 2125 - 2337	"
11	" " " 2342 - 2647	"
12	" " " 2648 - 2838	"
13	" " " 2839 - 3085	"
14	" " " 3088 - 3278	"
15	" " " 3334 - 3528	"
16	" " " 3541 - 3741	"
17	" " " 3785 - 4068	"
18	" " " 4069 - 4220	"
19	" " " 4221 - 4405	"
20	" " " 4422 - 4655	"
21	" " " 4665 - 4902	"
22	" " " 4904 - 5124	"
23	" " " 5125 - 5339	"
24	" " " 5346 - 5510	"
25	" " " 5512 - 5712	"

*Disposed  
7/20/07  
DW*

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE-799-1378)

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Maryland Transit Administration 26-01-06-01		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Finance/ Accounts Payable			RM CODE
C. MAILING ADDRESS 6 Saint Paul Street Finance Dept., 8th Floor Baltimore, Maryland 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. (410) 767-3716		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Jacqueline V. Coates</i> Jacqueline V. Coates		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES.	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
		Schedule 992 Item No. 1A Disposal Date <del>07/06</del>
26	FY02 A/P Vouches J2005313 - J2005990	" 7/2007
27	" " " 5999 - " 6209	"
28	" " " 6210 - " 6413	"
29	" " " 6446 - " 6639	"
30	" " " 6639 - " 6899	"
31	" " " 6895 - " 7058	"
32	" " " 7063 - " 7242	"
33	" " " 7237 - " 7293	"



DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> Maryland Transit Administration 1. 29.08.01		<b>ACCESSION NO.</b> 02W1799	<b>DATE REC'D</b> 3-26-02
<b>B. DIVISION/UNIT</b> Finance/Transit Insurance Group			<b>RM CODE</b> 26.01.06.01.01
<b>C. MAILING ADDRESS</b> 6 St. Paul Street 8th Floor Baltimore, MD 21202-1614		<b>LOCATION</b> RANGE SECTION(S) 157 7-12	<b>NO. OF CU.FT.</b> 220
<b>D. PHONE NO.</b> (410) 767-3710		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Joyce A. Miller		<b>TO BE COMPLETED AT</b> <b>STATE RECORDS MANAGEMENT CENTER</b>	
<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>	

249	Claim Files 96-2330 - 96-2320	sch. # 1670 All items 07/01/07  <i>Disposed</i> <i>7/17/07</i> <i>DW</i>
250	Claim Files 94-2500 - 95-0510	
251	Claim Files 95-2350 - 95-1933	
252	Claim Files 95-0416 - 96-2009	
253	Claim Files 96-1120 - 96-2396	
254	Claim Files 96-1705 - 96-1944	
255	Claim Files 96-1231 - 96-0793	
256	Claim Files 97-0373 - 97-2049	
257	Claim Files 97-2079 - 97-1119	
258	Claim Files 97-1625 - 97-0092	
259	Claim Files 97-1207 - 97-1683	
260	Claim Files 97-1129 - 97-0084	
261	Claim Files 97-1112 - 97-0063	
262	Claim Files 97-1996 - 97-1869	
263	Claim Files 97-1925 - 97-1539	
264	Claim Files 97-1536 - 97-0002	

<b>Box Nos.</b>	<b>Description of Records w/inclusive Dates</b>	<b>Disposal Date</b>
265	Claim Files 97-0298 - 97-1162	
266	Claim Files 96-0145 - 96-1702	
267	Claim Files 96-1731 - 96-2380	
268	Claim Files 95-1547 - 95-1518	
269	Claim Files 95-1559 - 96-1599	
270	Claim Files 97-0380 - 97-1709	
271	Claim Files 97-0001 - 97-0039	
272	Claim Files 97-0040 - 97-0083	
273	Claim Files 97-0085 - 97-0108	
274	Claim Files 97-0109 - 97-0156	
275	Claim Files 97-0157 - 97-0211	
276	Claim Files 97-0212 - 97-0253	
277	Claim Files 97-0254 - 97-0266	
278	Claim Files 97-0268 - 97-0321	
279	Claim Files 97-0322 - 97-0360	
280	Claim Files 97-0361 - 97-0413	
281	Claim Files 97-0415 - 97-0468	
282	Claim Files 97-0471 - 97-0523	
283	Claim Files 97-0524 - 97-0569	
284	Claim Files 97-0572 - 97-0590	
285	Claim Files 97-0595 - 97-0660	
286	Claim Files 97-0659 - 97-0695	
287	Claim Files 97-0696 - 97-0739	
288	Claim Files 97-0740 - 97-0776	
289	Claim Files 97-0777 - 97-0827	
290	Claim Files 97-0828 - 98-0880	
291	Claim Files 97-0881 - 97-0934	
292	Claim Files 97-0935 - 97-0972	
293	Claim Files 97-0973 - 97-1027	
294	Claim Files 97-1028 - 97-1079	



295 Claim Files 97-1080 - 97-1137  
296 Claim Files 97-1138 - 97-1183  
297 Claim Files 97-1184 - 97-1234  
298 Claim Files 97-1235 - 97-1284  
299 Claim Files 97-1294 - 97-1326  
300 Claim Files 97-1327 - 97-1379  
301 Claim Files 97-1380 - 97-1429  
302 Claim Files 97-1430 - 97-1480  
303 Claim Files 97-1481 - 97-1531  
304 Claim Files 97-1532 - 97-1583  
305 Claim Files 97-1584 - 97-1641  
306 Claim Files 97-1646 - 97-1694  
307 Claim Files 97-1695 - 97-1739  
308 Claim Files 97-1740 - 97-1800  
309 Claim Files 97-1801 - 97-1867  
310 Claim Files 97-1868 - 97-1718  
311 Claim Files 97-1919 - 97-1961  
312 Claim Files 97-1963 - 97-2026  
313 Claim Files 97-2027 - 97-0846  
314 Claim Files 97-1620 - 94-2578  
315 Claim Files 95-0346 - 97-0373  
316 Claim Files 97-1533 - 97-1609  
317 Claim Files 97-1625 - 95-0950  
318 Claim Files 97-1865 - 96-2043  
319 Claim Files 97-1631 - 97-0006  
320 Claim Files 97-1631 - 97-1500  
321 Claim Files 95-0805 - 96-0509  
322 Claim Files 96-0498 - 97-1986  
323 Monthly Statistics 1995 - 1998  
324 Claim Files 97-1507 - 95-1777

**Box Nos. Description of Records w/inclusive Dates**

<b>Box Nos.</b>	<b>Description of Records w/inclusive Dates</b>
325	Section 15 1990-1992
326	Budget-Insurance-Escrow
327	Insurance Documents
328	Insurance Documents
329	Insurance Documents
330	Claim Files 97-0364 - 98-1342
331	Claim Files 98-1994 - 98-1048
332	Claim Files 98-1439 - 98-1115
333	Claim Files 98-1498 - 98-0013
334	Claim Files 98-0014 - 98-0029
335	Claim Files 98-0030 - 98-0069
336	Claim Files 98-0070 - 98-0122
337	Claim Files 98-0123 - 98-0147
338	Claim Files 98-0179 - 98-0234
339	Claim Files 98-0235 - 98-0273
340	Claim Files 98-0274 - 98-0289
341	Claim Files 98-0308 - 98-0357
342	Claim Files 98-0358 - 98-0408
343	Claim Files 98-0409 - 98-0440
344	Claim Files 98-0467 - 98-0514
345	Claim Files 98-0515 - 98-0549
346	Claim Files 98-0564 - 98-0605
347	Claim Files 98-0607 - 98-0667
348	Claim Files 98-0668 - 98-0710
349	Claim Files 98-0711 - 98-0771
350	Claim Files 98-0772 - 98-0825
351	Claim Files 98-0857 - 98-0890
352	Claim Files 98-0892 - 98-0935
353	Claim Files 98-0936 - 98-0993
354	Claim Files 98-0995 - 98-1033
355	Claim Files 98-1034 - 98-1083
356	Claim Files 98-1084 - 98-1141
357	Claim Files 98-1150 - 98-1193

358 Claim Files 98-1194 - 98-1260  
359 Claim Files 98-1259 - 98-1322  
360 Claim Files 98-1323 - 98-1376  
361 Claim Files 98-1377 - 98-1419  
362 Claim Files 98-1420 - 98-1471  
363 Claim Files 98-1472 - 98-1533  
364 Claim Files 98-1535 - 98-1579  
365 Claim Files 98-1580 - 98-1637  
366 Claim Files 98-1638 - 98-1683  
367 Claim Files 98-1684 - 98-1750  
368 Claim Files 98-1751 - 98-1779  
369 Claim Files 98-1792 - 98-1841  
370 Claim Files 98-1842 - 98-1892  
371 Claim Files 98-1893 - 98-1953  
372 Claim Files 98-1954 - 98-2008  
373 Claim Files 98-2009 - 98-2062  
374 Claim Files 98-2065 - 98-2101  
375 Claim Files 98-2102 - 98-2160  
376 Claim Files 98-2161 - 98-2218  
377 Claim Files 98-2219 - 98-2271  
378 Claim Files 98-2272 - 98-2323  
379 Claim Files 99-0001 - 99-0045  
380 Claim Files 99-0046 - 99-0088  
381 Claim Files 99-0089 - 99-0126  
382 Claim Files 99-0127 - 99-0179  
383 Claim Files 99-0180 - 99-0224  
384 Claim Files 99-0225 - 99-0270  
385 Claim Files 99-0271 - 99-0330  
386 Claim Files 99-0331 - 99-0364  
387 Claim Files 99-0365 - 99-0397  
388 Claim Files 99-0398 - 99-0435  
389 Claim Files 99-0437 - 99-0476  
390 Claim Files 99-0477 - 99-0512  
391 Claim Files 99-0513 - 99-0568  
392 Claim Files 99-0569 - 99-0622  
393 Claim Files 99-0623 - 99-0673  
394 Claim Files 99-0674 - 99-0725  
395 Claim Files 99-0726 - 99-0778  
396 Claim Files 99-0780 - 99-0830  
397 Claim Files 99-0831 - 99-0887  
398 Claim Files 99-0888 - 99-0945

399 Claim Files 99-0946 - 99-0991  
400 Claim Files 99-0992 - 99-1034  
401 Claim Files 99-0153 - 99-1077  
402 Claim Files 99-1078 - 99-1114  
403 Claim Files 99-1115 - 99-1164  
404 Claim Files 99-0734 - 99-1206  
405 Claim Files 99-1207 - 99-1260  
406 Claim Files 99-1261 - 99-1320  
407 Claim Files 99-1322 - 99-1363  
408 Claim Files 99-1364 - 99-1403  
409 Claim Files 99-1406 - 99-0914  
410 Claim Files 98-2292 - 99-1219  
411 Claim Files 98-0355 - 99-1219  
412 Claim Files 98-0670 - 99-1330  
413 Claim Files 98-1994 - 98-1244  
414 Claim Files 98-1238 - 98-1962  
415 Claim Files 98-1880 - 98-2337  
416 Claim Files 98-0647 - 98-1715  
417 Claim Files 98-1586 - 98-1613  
418 Claim Files 98-1759 - 98-1242  
419 Claim Files 98-0893 - 98-1475  
420 Claim Files 98-0612 - 98-2341  
421 Claim Files 98-1089 - 98-2074  
422 Claim Files 98-1269 - 98-0953  
423 Claim Files 98-2111 - 98-1330  
424 Claim Files 98-2347 - 98-0077  
425 Claim Files 98-0681 - 98-0616  
426 Claim Files 98-2327 - 98-1724  
427 Claim Files 98-1091 - 99-1465  
428 Claim Files 99-1466 - 99-1496  
429 Claim Files 99-1497 - 99-1520  
430 Claim Files 99-1521 - 99-1556  
431 Claim Files 99-1557 - 99-1604  
432 Claim Files 99-1605 - 99-1640  
433 Claim Files 99-1642 - 99-1679  
434 Claim Files 99-1680 - 99-1715  
435 Claim Files 99-1716 - 99-1762  
436 Claim Files 99-1763 - 99-1809  
437 Claim Files 99-1811 - 99-1853  
438 Claim Files 99-1854 - 99-1893  
439 Claim Files 99-1800 - 99-1935  
440 Claim Files 97-0221 - 97-0546  
441 Claim Files 98-2228 - 95-1200

442 DLW Legal Bills FY 99  
443 DLW Legal Bills FY97-98  
444 DLW Legal Bills FY99  
445 Vendor Invoices FY98-99  
446 Claim Files 98-1361 - 94-1857  
447 Suits 1/00 - 9/00  
448 ✓ TMF Legal Bills FY99  
449 TMF Legal Bills FY97  
450 DLW Legal Bills FY99  
451 TMF Legal Bills FY97-98  
452 TMF Legal Bills FY97  
453 Lit. Reports 5/99-12/99  
454 TMF Legal Bills FY96  
455 DLW Legal Bills FY96  
456 SE's 99-00-01  
457 SE-s 98-99-00-01  
458 ✓ SE's 95-96-98-99-2000  
459 SE's 99-2000  
460 SE's 99-2000  
461 SE's 99-2000  
462 SE's 99-2000  
463 SE's 2000  
464 SE's 97-98  
465 SHANIKA HODGE  
466 SHANIKA HODGE  
467 SHANIKA HODGE

468

97-1212-97-0002

R-157  
8-7-12

MISSING Buy # 329

57 ~~ENTRY SPACES~~  
~~R-157~~  
~~8-12-13~~

26.01.06.02 MDOT
Reporting Agency
Maryland Transit Administration Purchasing Department
Division or Unit

**Department of General Services**  
 Records Management Division  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

Prepare in duplicate  
  
 Retain one (1) copy and  
 forward original to  
 address at left.

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**C E R T I F I C A T E   O F   R E C O R D S   D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
07W149	Purchase Orders	1061	C	FY 2000	6	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
 Signature  
 DGS 550-2 (Rev. 1/93)

Records Center Manager  
 Title

December 30, 2007  
 Date



**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND TRANSIT ADMINISTRATION		ACCESSION NO. <b>07W149</b>	DATE REC'D <b>9-12-06</b>
B. DIVISION/UNIT PURCHASING DEPARTMENT			RM CODE <b>26.01.06.02</b>
C. MAILING ADDRESS 1331 S. MONROE STREET BALTIMORE, MARYLAND 21230		LOCATION RANGE SECTION(S) <b>10 25</b>	NO. OF CU. FT. <b>6</b>
D. PHONE NO. 410 454-7882		RECORDS CENTER MANAGER <i>Cynthia Nurse</i>	
E. AGENCY OFFICIAL RONALD ETZEL, CHIEF OF PURCHASING		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 OF 6	PURCHASE ORDERS (7/1/1999 – 6/30/2000) A – B	SCHEDULE 1061 ITEM C <del>JUNE, 2004</del>	
2 OF 6	C – F	<b>7/2007</b>	
3 OF 6	G – L		
4 OF 6	M – NABI		
5 OF 6	NEOPART – R		
6 OF 6	S – Z	<b>DISPOSED 7/23/07 DW</b>	



**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Transit Administration		ACCESSION NO. <b>05W/996</b>	DATE REC'D <b>3-30-05</b>
B. DIVISION/UNIT Human Resources/Employment		LOCATION RANGE SECTION(S) <b>120 17</b>	RM CODE <b>26.01.06.05</b>
C. MAILING ADDRESS 6 St Paul Street 5th floor Baltimore Md 21202-1614		NO. OF CU. FT. <b>20</b>	
D. PHONE NO. (410) 767-3693		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Jacqueline Hughes		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO., DISPOSAL DATE
1.	A-Repairman Electro/mechanical, Rail Car (2), Lineman Exam Rail Car Exam, mechanics (exam) Administrative Assistant (Police) <b>1999</b>	Sche # 2337
1.	Administrative Assistant (Contracts) Administrative Assistant Operations & Planning Quality Assurance	Item # 1
1.	Administrative officer II, Administrator IV Chief Metro Maint Administrative IV Chief Procurement Operations	July 2007
2	B-Repairman Exam, Rail, Pass Survey, Bus Operators concert (4)	
3.	Bus Operators concert (3) interviews (4)	
4.	Bus Operators interviews (2) rejected (2)	
5.	Bus Operator rejected (1) C-Repairman, Rail, Chief Supervisor Light Rail, Chief Metro Maint, Minors Representative (3)	
6.	Chief Specialist (2) Computer Sys Service Specialist, Cost & Price Clerk, Customer Services (Administrative I) Division Secretary	
6.	DP Program Analyst Supervisor, EEO officer I	
7.	Electronic Tech (2), interviews, Employee Selection Specialist (2) Fiscal Specialist (1)	
8.	Information Coordinator, Instructor Rail Electric Lineman Systems Maint (2) Lineman machinist maint engineers Rail (3)	
8.	Manager Accounting (office of Finance)	
9.	Manager, customer services, systems equipment, mechanical (3)	

*Handwritten notes:*  
 7/24/07  
 DW

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Transit Administration		ACCESSION NO. 05W996	DATE REC'D 3-30-05
B. DIVISION/UNIT Human Resources/Employment		LOCATION RANGE SECTION(S) 120 17	RM CODE 26.01.06.05
C. MAILING ADDRESS 6 St Paul Street 5th floor Baltimore Md 21202-1614			NO. OF CU. FT. 20
D. PHONE NO. (410) 767-3693		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Reguelina Hughes		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO., DISPOSAL DATE
10.	Medical reports, money counter (in house), Personnel Officer	1999 cont
10.	IT-Benefits, interviews, Operation Planning & Scheduling interviews, Police Exam, Planner IV	
11.	Planner IV (2) Planner II (2) Planner V, Planner Program Analyst, Planner, Police (2), Police Sergeant	
12.	Police (4)	
13.	Police (2) Principal Systems Engineer, Principal Project Engineer Programmer (10) Program Analyst, Supervisor, Project Engineer	
14.	IT Information Coordinator (6)	
15.	IT Information Coordinator (3) IT Reservation Clerk (1) IT Security Guard (2)	
16.	Safety Officer (3) Schedule Maker (6) Senior Benefits officer (1) Senior Drafter (2) Electrical Engineer, Mechanical Engineer	
17.	Senior Transit Analyst, Superintendent Facilities Maint Supervisor Service Inspection, Systems Maint, Facilities Maint	
17.	Facilities Maint Rail, Supervisor MOW (2)	
18.	Supervisor Bus Maint, Systems Maint, Transportation, Track Utility Maintainer (3)	
19.	Transit Analyst, Transportation Engineer Worker Comp Coordinator	
20.	Miscellaneous job postings mobility, money issues, etc	

26.01.06.09 MDOT	<p><b>Department of General Services</b>  Records Management Division  7275 Waterloo Road (Rte. 175)  P.O. Box 275  Jessup, Maryland 20794-0275</p>	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
Maryland Transit Administration Office of Engineering / Contract Administration		
Division or Unit		

**C E R T I F I C A T E O F R E C O R D S D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
05W1391	Original Contract Documents	1001	All Items	2/1991 - 2/1993	1	7/2007	RECYCLE
05W1393	MTA 0496 Open end General Design	1001	All Items	7/1998	1	7/2007	RECYCLE
05W1396	T-0529-0140 / MTA 0428	1001	All Items	11/2000	1	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
Signature  
DGS 550-2 (Rev. 1/93)

Records Center Manager  
Title

December 30, 2007  
Date

E<sup>2</sup>

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. <b>05W1391</b>		DATE REC'D <b>6-13-05</b>
B. DIVISION/UNIT Office of Engineering/Contract Administration				FM CODE <b>26.01.06.09</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>34</b> SECTION(S) <b>7</b>		NO. OF CU. FT. <b>1</b>
D. PHONE NO. <b>410-767-3351</b>		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL <b>Priscilla Jeffers, Contract Services Officer</b>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
<del>34</del> <b>27</b>	<b>ORIGINAL CONTRACT DOCUMENTS</b>  CL-62 Overhead Contact System 2/8/91 - 2/10/93  CL-65 Communications Systems 3/29/90 - 11/25/92	SCHEDULE # 1001 All items July 2007		
	<i>OK</i>	<i>Disposed 7/25/07 DW</i>		

E

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Transit Administration		ACCESSION NO. <b>05W1393</b>		DATE REC'D <b>6-13-05</b>
B. DIVISION/UNIT Contract Administration		LOCATION RANGE <b>34</b> SECTION(S) <b>7</b>		FM CODE <b>26.01.06.09</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		RECORD CENTER MANAGER		NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3361		E. AGENCY OFFICIAL cd9 Michael Zimmerman, Director		
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<b>31</b> 1	contract # [ ] dates: from - to	SCHEDULE #1001
	Description of box content MTA 0496 Open end General Design 7/22/1998	All Items July 1, 2007
	MTA 0549C Env. Site analysis for MTA Bus/Rail 7/23/1998	

*DISPOSED  
7/25/07  
DW*

Continued to page 2

E

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

cd1

A. AGENCY Maryland Transit Administration		ACCESSION NO. <b>05W1396</b>		DATE REC'D <b>6-13-05</b>
B. DIVISION/UNIT Contract Administration				FM CODE <b>26.01.06.09</b>
C. MAILING ADDRESS 6 Saint Paul Street, 7th Floor William Donald Schaeffer Tower Baltimore, Maryland 21202		LOCATION RANGE <b>34</b> SECTION(S) <b>7</b>		NO. OF CU. FT <b>1</b>
D. PHONE NO. 410-767-3361		RECORD CENTER MANAGER		
E. AGENCY OFFICIAL Michael Zimmerman, Director		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	contract #	SCHEDULE #1001
	dates: from - to	All Items
<del>24</del> <b>37</b>	Description of box content T0529-0140 Repairs to Baltimore metro Underground Nov-00	July 1, 2007
	MTA 0428 Traffic Pre 8/93 - 7/95	

DISPOSED  
7/25/07  
DW



26.01.15 MDOT  
 Reporting Agency  
 Office of Minority Business Enterprise  
 Division or Unit

**Department of General Services**  
 Records Management Division  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

Prepare in duplicate  
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 forward original to  
 address at left.

**C E R T I F I C A T E O F R E C O R D S D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W929	Minority Business Files	1980	2	2000	40	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
 Signature  
 DGS 550-2 (Rev. 1/93)

Records Center Manager  
 Title

December 30, 2007  
 Date

DEPARTMENT OF GENERAL SERVICES  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)  
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. DEPARTMENT OF TRANSPORTATION	Accession No. 02W929	Date Rec'd 5-7-02 RM Code 26.01.15
B. Division/Unit OFFICE OF MINORITY BUSINESS ENTERPRISE (MBE)	Location Range Section(s) 109 12-13	No. of Cu. Ft. 40
C. Mailing Address PO BOX 8755 BWI AIRPORT, MD 21240-0755	Records Center Manager	
D. Phone No. 410-865-1265	To Be Completed At State Records Management Center	
E. Agency Official CATHERINE M. SVOBODA		

Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
01-40	PLEASE SEE ATTACHED	SCHEDULE 1980 ITEM 2 July 2007 7/07  <del>ATTACHED</del> <del>Box # 2</del>

*Disposed  
7/23/07  
DW*

NAME	STORBOX
AMG HEALTHCARE, LLC	01
ASCENSION COMMUNICATIONS INC.	01
ASSOCIATED FINANCIAL VENTURES	01
COLE FINANCIAL SERVICES	01
DATATEK CORPORATION	01
EQUAL OPPORTUNITY, INC.	01
GROUP 2 DIGITAL SERVICES, INC.	01
HF STAMPER CONTRACTING	01
L2000 BUSINESS SOLUTIONS, INC.	01
LIGHTHOUSE COMMUNICATIONS, LLC	01
METROPOLITAN PEST CONTROL MANAGEMENT CO.	01
MFI CONSTRUCTION CO.	01
RUXTON DESIGN CORPORATION	01
TREFF & CIZEK	01

NAME	STORBOX
A & M CONSULTANTS, P.C.	02
B & B REFUSE INC.	02
ELITE MANAGEMENT SERVICES, INC.	02
MORI ASSOCIATES, INC.	02
MUKHAR ELECTRIC	02
PIPE SCOPE SERVICES, INC.	02
PRIME BUSINESS SOLUTIONS, LLC	02
TRIDENT GROUP, INC. THE	02

NAME	STORBOX
CONCRETE TRANSPORT, INC.	03

NAME	STORBOX
ADVANCE HEALTH SYSTEMS, INC.	04
CLIPPER PETROLEUM SERVICES CORPORATION	04
COMMUNITY CLINIC, INC.	04
CRITICOM, INC.	04
INNOVA TECHNOLOGY, INC.	04
M & B CONTRACT SPECIALTIES, INC.	04

NAME	STORBOX
CHAPMAN CAPITAL MANAGEMENT HOLDINGS, INC.	05
CHAPMAN CAPITAL MANAGEMENT, INC.	05
CHAPMAN COMPANY, THE	05
CHAPMAN HOLDINGS, INC.	05
PATRIOT GROUP CONTRACTORS INC.	05
RICHARDSON'S, CLARENCE DAVID TRUCKING	05

NAME	STORBOX
A.T.P CLEANING	06
ARORA AND ASSOCIATES, P.C.	06
CEDAR DESIGN, INC	06
GW ENTERPRISES	06
KATERR, LLC	06
KRANIDIS, RITA S. - WORDS	06
LINDEN CHAPEL, INC.	06
PARSOLUTIONS, LLC	06
THOMPSON HOSPITALITY CORP.	06
THOMPSON HOSPITALITY MANAGEMENT, INC.	06
THOMPSON HOSPITALITY SERVICES, LLC	06
WELDING ROD, THE	06

NAME	STORBOX
CALUMET, INC.	07
DIESEL ELECTRICAL EQUIPMENT, INC.	07
ORTIZ-BLOUNT, JACALYN S.	07
RED RIVER SHIPPING CORPORATION	07
SOCIAL & SCIENTIFIC SYSTEMS, INC.	07
UNI GROUP INTERNATIONAL, INC.	07
VANTAGE TRANSPORT SERVICE	07
VSI GROUP INC	07

NAME	STORBOX
LOIEDERMAN ASSOCIATES, INC.	08
MASON ROCK CONSTRUCTION, INC.	08
PURITY JANITORIAL SERVICES, INC.	08
R & R INTERNATIONAL, INC.	08
SANDSTONE ENVIRONMENTAL ASSOCIATES, INC.	08
STELLAR TECHNICAL SYSTEMS, INC.	08
SUSAN'S UNIFORMS	08
TAYLOR, W.W., & ASSOCIATES, INC.	08

NAME	STORBOX
AARCHER, INC.	09
ASSOCIATE CONSULTANTS, INC.	09
GARTRELL & ASSOCIATES	09
LARK CONSULTING, LTD	09
PACE PRODUCTS DEALER	09
PERIPHERAL SYSTEMS, INC.	09
RAC PRESENTATIONS, INC.	09
SYSTEMS PLUS TECH, INC.	09
TELSPAN INTERNATIONAL, INC.	09

NAME	STORBOX
ARTHUR MILLEDGE CONSULTANT GROUP	10
C & H CONSTRUCTION MATERIALS L.L.C.	10
CAROLINA MANAGEMENT & ASSOCIATES, INC.	10
D.C. FERGUSON DELIVERY INC.	10
DIVERSE EDUCATIONAL SOLUTIONS, INC.	10
EDMONDS & ASSOCIATES, INC.	10
ENGINEERING SYSTEMS MAINTENANCE	10
FOCI.NET INTERNET SERVICES	10
FREED & ASSOCIATES, INC.	10
HERITAGE UNLIMITED, INC.	10
HOUSTON/BOYD MANAGEMENT, INC.	10

NAME	STORBOX
INKOMPARABLE CARTRIDGE SERVICES, INC.	11
JACOBS, OLIVER CONSTRUCTION CORPORATION	11
KINGSVILLE PUBLICATIONS, INC.	11
M SYSTEMS, INC.	11
MONTGOMERY BUILDING SERVICES, INC.	11
NASH-BOYD TRUCKING, INC.	11
O.R. COLAN ASSOCIATES, INC. OF FLORIDA	11
PERSONAL CARE VENDING	11
ROYCE ENTERPRISES, INC.	11
SOFTCOMP, INC.	11
SUZANE REATIG ARCHITECTURE	11
WELCOMM INTERNATIONAL, INC.	11

NAME	STORBOX
ADR VANTAGE, INC.	12
ADVANCED SYSTEMS TECHNOLOGY CORPORATION	12
AGAPE DRYWALL, INC.	12
B & S TRANSPORT, INC.	12
COHRAN, ETHEL JACKIE	12
COLLIER, KATHERINE G., D.D.S., P.A.	12
COOPER, G CONSTRUCTION & MAINTENANCE CO.	12
HBA MANAGEMENT SERVICES GROUP, INC.	12
KRESSCOX ASSOCIATES, P.C.	12

NAME	STORBOX
MCC/METRO CEILCLEAN	13
METROPLEX CORPORATION	13
NEWVO SERVICES	13
NUTILE FINANCIAL SERVICES, INC.	13
PLATINUM EXPRESS COURIER, INC.	13
QUALITY BUILDING SUPPLIES, INC.	13
RAM RESEARCH	13
SOUTHERN MARYLAND RESTORATION, INC.	13

NAME	STORBOX
A.D.A.	14
BROWNE LAYOUT SERVICE	14
BUCEK & ASSOCIATES, INC.	14
PROFESSIONAL DEVELOPMENT ENTERPRISES DBA	14
RAVENELL CONSTRUCTION CO., INC.	14
RFC, INC.	14
SAB ENGINEERING & CONSTRUCTION, INC.	14
SRL, INC.	14
TOPGUN TROUBLESHOOTERS CORPORATION	14
TRI-AREA REHABILITATION & BUSINESS SUPPORT SERV. INC.	14
YOO & BEAUDRY CONSULTING ENGINEERS, INC.	14

NAME	STORBOX
C & C PIPING AND CONSTRUCTION, INC.	15
C-TECH CABLE, INC.	15
CHESAPEAKE HOME HEALTH OF PRINCE GEORGE'S COUNTY	15
CHESAPEAKE HOME HEALTH SERVICES, LLC	15
COASTAL STEEL CONSTRUCTION, INC.	15
CUSTOM DESIGN PRE-CAST CONCRETE UNLIMITED	15
DAWN PHARMACEUTICALS, INC.	15
HEART TO HEART	15
L.P. TRUCKING, HAULING & DEMOLITION CO., INC.	15
LIVE WATER, LLC	15
LLOYD LAMONT DESIGN, INC. (LLD)	15

NAME	STORBOX
CAMESCGER SAFETY CONSULTING	16
CLEANTEC DIVERSIFIED SERVICES, CORP.	16
CORTEC PRECISION SHEETMETAL, INC.	16
DESKTOP DESIGNS & PROMOTIONS	16
ENGINEERING & CONSTRUCTION SERVICES, INC	16
GINGLES, GORDON	16
HCI TECHNOLOGIES, INC.	16
JONES TECHNOLOGIES, INC.	16
KLEIN & HOFFMAN, INC.	16

NAME	STORBOX
AERO-DYNAMICS, CORPORATION	17
BRASS INCORPORATED	17
HARDIN, JOHN WESLEY, INC.	17
HOWARD, ANN & ASSOCIATES, INC.	17
INFORMATION TECHNOLOGY CONNECTION, INC.	17
KEL CORPORATION	17
SEECUS ENVIRONMENTAL CONSULTING GROUP	17
TRANSPORTATION SUPPORT GROUP, INC.	17

NAME	STORBOX
B C TOURS & TRAVEL, INC.	18
CAPCO CONTRACTING COMPANY,	18
CHESAPEAKE WEB SOLUTIONS, INC.	18
ESC, INC.	18
FEDERMAN DESIGN & CONSTRUCTION CONSULTANT, INC.	18
HEALTH SYSTEMS RESEARCH ASSOCIATES	18
JR SEPTIC SYSTEMS SERVICES, INC.	18
KREATIVE WISDOM	18
METRO PAINTING & W/C, INC.	18
OFFICEPEARLS SECRETARIAL SERVICES	18
R SYSTEMS, INC.	18
SAV-A-LOT MOVERS, INC.	18
SPECIALTY CONSTRUCTION MANAGEMENT, INC.	18

NAME	STORBOX
AMP PROFESSIONAL SERVICES, INC.	19
ATLANTIC HEALTH SERVICE, INC.	19
CADDTECH PRODUCTIVITY INC.	19
CC CONSTRUCTION CO.	19
FEMCO, INC.	19
GOVERNMENT COMPUTER TECHNOLOGY, INC.	19
GREEN CONTRACTING COMPANY, INC.	19
INFORMATION TECHNOLOGY BUSINESS GROUP, INC.	19

NAME	STORBOX
ABC SALVAGE CORP.	20
ALL-AMERICAN CONTRACTING, INC.	20
AMAZONIA INC.	20
AXES CORPORATION	20
BLACKWELL CONSULTING SERVICES, INC.	20
BLACKWELL CONSULTING SERVICES, LLC	20
CHICAS CONSTRUCTION, INC.	20
GREENBERG ENERGY CONSULTING	20
INNOVATIVE OUTSOURCING, LLC	20
J.N.A. PAINTING COMPANY, INC.	20
LEGIN GROUP, INC.	20
QUICK CARE SERVICES	20
RESEARCH DEVELOPMENT SERVICES, LLC	20
SHARMA, SHEO P., MD, PA	20
SHAW-TAYLOR, RUTH, P.A	20
YOUR TYPING NETWORK	20

NAME	STORBOX
FORT MYER CONSTRUCTION CORP.	21
GASCOYNE LABORATORIES, INC.	21
INFORMATION SYSTEMS & COMMUNICATIONS INC.	21
MT. ROYAL TRAVEL, INC.	21
QUIRKS, INC.	21

NAME	STORBOX
A-ONE LAUNDRY SYSTEMS, INC.	22
AECIS CORPORATION	22
GEO-TECHNICAL SERVICES, INC.	22
JENNINGS, CHARLES R. , PH.D.	22
PARK LANE GRAPHICS, INC.	22
S & G ELECTRIC INC.	22
SUMMERVILLE, IVAN K.	22
TAKE CHARGE JUVENILE DIVERSION PROGRAM, INC.	22
TELECOMMUNICATIONS SERVICES CO., INC.	22
TOBORG ASSOCIATES, INC.	22

NAME	STORBOX
UTENDAHL CAPITAL CORPORATION	23
UTENDAHL CAPITAL PARTNERS, L.P	23
UTENDAHL PARTNERS, L.P.	23
UTILCOM, INC.	23
WALLS & ALL, INC.	23
WATERFORD CASEWORKS, INC.	23
WILLIAMS, R.I. & ASSOCIATES, INC.	23

NAME	STORBOX
3T & W. SISCO HAULING	24
TEN 8 GROUP, INC.	24
TIMBERNECK NURSERY	24
TMD CONSTRUCTION, INC.	24
TOXIKON CORPORTATION	24
TRAVERS ENTERPRISE CATERING	24
TRI-COUNTY ADDICTION SERVICES, INC.	24
TRINITY CONSULTING SERVICES, INC.	24
TRUST TRAVEL & TOURS, INC.	24
TSG ASSOCIATES	24
ULLMANN & WAKEFIELD, P.A.	24
URBAN ANALYTICS	24
URBAN BEHAVIORAL ASSOCIATES, P.A., INC.	24



NAME	STORBOX
JOY CONTRACTORS, INC.	25
KOBANE, INC.	25
L & M PAINTING CONTRACTORS, INC.	25
L & M TRUCKING COMPANY	25
LINE HAUL TRANSPORTATION COMPANY	25
LOGICAL SOLUTIONS INC.	25
MCSI TECHNOLOGIES, INC.	25

NAME	STORBOX
GROUND FLOOR COMMUNICATIONS, INC.	26
HEADQUARTERS ENTERPRISES, INC.	26
HOWARD UTILITY INC.	26
ICTV, INC.	26
INGRAM EXCAVATION, INC.	26
ISIS COMPUTER SERVICES	26
JEWELL INDUSTRIES, INC.	26
LINDSEY & SALITA, LLC	26

NAME	STORBOX
D.C. MASON BUILDERS, INC.	27
DAVIDSON ELECTRICAL TECHNOLOGY, INC.	27
DEPENDABLE MACHINE CO., INC.	27
DESIGN INNERPHASE, INC.	27
DIGI-TEL, INC.	27
EGLI & GOMPF, INC.	27
GENOVESE COUSTENIS FOSTER, INC.	27

NAME	STORBOX
BEAUTIFY PROFESSIONAL CLEANING SERVICE	28
BEB ENTERPRISES	28
BEST TEMPORARY SERVICES, INC.	28
BURKE, KEITH	28
BUSINESS REENGINEERING RESOURCES, INC.	28
BUTLER COLEMAN CORPORATION	28
CALLED OUT, INC.	28
CASON COMPANY, INC.	28
CT-TECHNOLOGIES, INC.	28

NAME	STORBOX
PRO TECH BUILDERS, INC.	29
PROFESSIONAL SHEETMETAL INC.	29
PULLIAM TRUCKING CO., INC.	29
QUALITY LANDSCAPING & TREE SERVICE, INC.	29
R & K ENVIRONMENTAL SERVICES, INC.	29
REDWOOD SECURITIES GROUP, INC.	29
REEVES AGENCY, THE, INC.	29
ROBINSON & ASSOCIATES, INC.	29
S.C. BACK ASSOCIATES	29
SAHANDY, JALEH, M.D	29
SATURN CONTRACTORS	29

NAME	STORBOX
J & D CONTRACTORS, INC.	30
MANKIND RESEARCH FOUNDATION, INC.	30
MYATT GROUP, INC. THE	30
OWENS GROUP, INC., THE	30
PATEL, SMITA H. , M.D.	30
QA COMPUTER RESOURCES, INC.	30
QUILLE'S PARKING COMPANY	30
RMJ CONSTRUCTION	30
SCHINDLER, BRENDA T/A	30

NAME	STORBOX
ACME BUILDERS, INC.	31
ALEXANDER KEY AND ASSOCIATES	31
ATKINSON & CO., INC.	31
ATLANTIC ECONOMICS GROUP	31
BALTIMORE GAS AND ENERGY, INC.	31
SHERADEN LIGHTING & ELECTRICAL PRODUCTS CORPORATION	31
SMEAD MANUFACTURING COMPANY, THE	31
SOLIDARITY SECURITY AND INVESTIGATIVE SERVICES, INC.	31
SORG AND ASSOCIATES, P.C.	31

NAME	STORBOX
CONCRETE EXPRESS, INC.	32
CONOVER & COMPANY COMMUNICATION, INC.	32
CURTEX CONSTRUCTION CORPORATION	32
DAVIS, W. TRUCKING CORPORATION	32
DREW DAWN ENTERPRISES, INC.	32

NAME	STORBOX
SCHWARZ FINANCIAL CONCEPTS	33
SCI ENGINEERING & SURVEYING, P.C.	33
SHIRLIKE, INC.	33
SNACK ATTACK VENDORS ENTERPRISES BROWN, EVA D.	33
SOUTHERN FASTENERS & SUPPLY, INC.	33
SPRINGFIELD WELDING & IRON WORKS, INC.	33
STOCKTON, INCORPORATED	33
STROBE BUSINESS SOLUTIONS, INC.	33
SUSTAINABLE ENERGY STRATEGIES, INC.	33

NAME	STORBOX
EASTERN EXCAVATING, INC.	34
EASTERN PLATE GLASS CO., INC.	34
ELITE SYSTEMS & PERIPHERALS, INC.	34
EPPS ENTERPRISES	34
FELIX'S PAINTING	34
FELLS POINT BODY AND FENDER SHOP	34
FREDERICK TRUCK EQUIPMENT, INC.	34
G.S. ENGINEERING, INC.	34
GEOMATRIX, INC.	34
GILL, W. CONSTRUCTION COMPANY	34
GLOBAL COMPUTER CONSULTING SERVICES, INC.	34
GRAY PAPER PRODUCTS, INC.	34

NAME	STORBOX
HENDERSON TRANSPORT, INC.	35
HUSKEY & ASSOCIATES, INC.	35
IBW FINANCIAL CORPORATION	35
INFORMATION ENGINEERING CORPORATION	35
INTEGRATED CONSTRUCTION DESIGN, INC.	35
INTERNATIONAL BUSINESS TRADE, INC.	35
JACOBS, JACOBS & FARBER	35
JEFFERIES, MICHAEL L., M.D., P.A.	35
JEFFERSON COMMERCIAL REAL ESTATE SERVICES, INC.	35
JOHNSON, LEON JR.	35
JORDAN ASSOCIATES, INC.	35

NAME	STORBOX
BHM INTERNATIONAL, INC.	36
BILL'S CUSTODIAL SERVICES	36
BLACKWELL, CAMELLIA A., PHD CONSULTANT	36
BON VOYAGE BWI, INC.	36
BRICKS AND STICKS, INC.	36
BULLOCK AGENCY, INC. THE	36
CAN DO, INC.	36
CENTON INDUSTRIES, INC.	36
CG & A (CUSTOM GIFTS AND ACCESSORIES)	36
COAST AND HARBOR ASSOCIATES, INC.	36

NAME	STORBOX
CONSTRUCTION COST SYSTEMS, INC.	37
COPELAND, AARON, PC	37
DESA, INC.	37
DIX-HILL GROUP, INC. THE	37
TURNER, HARPER & ASSOCIATES, INC.	37
WASHINGTON, L. & ASSOC., INC.	37
WILLIAMS-RUSSELL AND JOHNSON, INC.	37

NAME	STORBOX
21ST CENTURY INVESTMENT ADVISORS, INC.	38
A 1 STAT COURIER, INC.	38
ABATEMENT ENVIRONMENTAL RESOURCES, INC.	38
ADVANCED CONTRACTING INCORPORATED	38
ADVANCED MANAGEMENT TECHNOLOGY, INC.	38
ALL-STAR VENDING CO., INC.	38
ASH, CURTIS AND SHARON	38
AWOSCO NETWORK INTERNATIONAL, INC.	38
BARTON AERIAL TECHNOLOGIES, INC.	38

NAME	STORBOX
MOLECULAR SYSTEMS, INC.	39
MONTGOMERY COMMUNITY HOMECARE, LLC	39
NGM, INC.	39
P.G. CO. DISTRICT OF COLUMBIA MB DIR., INC.	39
PENCRAFTER	39
PERSONALIZED GRAPHICS AND VIDEO	39
POWER LINE CONSTRUCTORS, INC.	39
PRECISION FENCE COMPANY	39
PRECISION INSPECTIONS AND CONSTRUCTION SERVICES	39
PRIOLEAU STEEL INC.	39

NAME	STORBOX
ADVANCED PETROLEUM EQUIPMENT, INC.	40
ASPHALT MAINTENANCE CO., INC.	40
BAYSIDE TRUCKING	40
BILBROUGH'S ELECTRIC INC.	40
BROWNLEE PAINTING & WALLCOVERING, INC.	40
DW CUSTOM PAINTING, INC.	40
IMPRINTS UNLIMITED, INC.	40
INFORMATION TECHNOLOGY CORPORATION	40
K & G PETROLEUM SERVICES, INC.	40
MARCO ENTERPRISES, INC.	40
NATIONWIDE ELECTRICAL SERVICES, INC.	40
RAY, FOSTER AND ASSOCIATES, INC.	40

1105 88 917

26.02.06	MDOT
Reporting Agency	
Motor Vehicle Administration Vehicle Services	
Division or Unit	

**Department of General Services  
Records Management Division  
7275 Waterloo Road (Rte. 175)  
P.O. Box 275  
Jessup, Maryland 20794-0275**

Prepare in duplicate  
  
Retain one (1) copy and forward original to address at left.

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**C E R T I F I C A T E   O F   R E C O R D S   D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
06W531	Stolen and Recovered Reports	1716-A1	14	1/2004 - 6/2004	12	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

<u>Charlie P. Lopez</u>	<u>Records Center Manager</u>	<u>December 30, 2007</u>
Signature	Title	Date

DGS 550-2 (Rev. 1/93)

E

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION	ACCESSION NO. <b>06W531</b>	DATE REC'D <b>3-21-06</b>
B. DIVISION/UNIT VEHICLE SERVICES		RM CODE <b>26.02.06</b>
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY, N.E. GLEN BURNIE, MARYALND 21062	LOCATION RANGE SECTION(S) <b>22 2</b>	NO. OF CU. FT. <b>12</b>
D. PHONE NO. 410-787-2931	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL BETTY KEOGH, SECTION MANAGER	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<b>Stolen and Recovered Reports</b>	<b>1716-A1 #14</b>
<b>18</b>	<b>January 2004</b>	<b>July 2007</b>
<b>19</b>	<b>February 2004</b>	
<b>20</b>	<b>March 2004</b>	
<b>20A</b>	<b>March 2004</b>	
<b>20B</b>	<b>March 2004</b>	
<b>21</b>	<b>April 2004</b>	
<b>21A</b>	<b>April 2004</b>	
<b>21B</b>	<b>April 2004</b>	
<b>22</b>	<b>May 2004</b>	
<b>22A</b>	<b>May 2004</b>	
<b>23</b>	<b>June 2004</b>	
<b>23A</b>	<b>June 2004</b>	

*DISPOSED  
7/20/07*

26.02.11	MDOT
Reporting Agency	
Motor Vehicle Administration Office of the Attorney General	
Division or Unit	

**Department of General Services**  
 Records Management Division  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

Prepare in duplicate  
  
 Retain one (1) copy and forward original to address at left.

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
98W532	Administrative Appeal Files	1646	5	1/1992 - 6/1992	11	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

Charlie P. Lopez  
 Signature  
 DGS 550-2 (Rev. 1/93)

Records Center Manager  
 Title

December 30, 2007  
 Date

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

**E**

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY Motor Vehicle Administration	ACCESSION NO. <div style="font-size: 2em; font-weight: bold;">98W532</div>	DATE REC'D <div style="font-size: 1.5em; font-weight: bold;">12-2-97</div>
DIVISION/UNIT Office of the Attorney General	RM CODE <div style="font-size: 1.5em; font-weight: bold;">26.02.11</div>	
MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, MD 21062	LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-weight: bold;">139 17</div>	NO. OF CU. FT. <div style="font-size: 2em; font-weight: bold;">11</div>
PHONE NO. (410) 768-7416	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Jonathan Acton, II - Room 200	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box #1	<p><b>ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92</b></p> <p>A1 - Boy</p> <p>Alison, Stuart L.                      Arseneault, James Daniel                      Bahr, Mellissa Roberts                      Benjamin, Lynda Joyce                      Bennett, Franklin Delano                      Besser, Mark Alan                      Black, Michael William                      Blake, Michael Wittleley                      Boykin, Marion Oressa</p>	<p>Schedule 1646                      Item 5                      July 2007</p> <p style="font-size: 1.5em; font-weight: bold; transform: rotate(-15deg);">                         Disposed                          7/23/07                          DW                     </p>



ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92

Box #2 - BR - CAP

Bruce, Leonard Webster  
Buchanan, II, Joseph Edmund  
Buckley, Matthew L.  
Burbage, Robert Wayne  
Burks, Thomas Wayne  
Butler, Edgar Reuben  
Buttrey, Charles Warner  
Byrket, David Eugene  
Cager, Marvin E.  
Campbell, Gregory Carl  
Cantwell, Kyle C. (2nd chemical test)  
Cantwell, Kyle C. (MAB)  
Capilongo, Stephen Anthony

Box #3 - CAR - CUR

Carlin, Kevin Christopher  
Carlson, Jan Bishop  
Carrasco, Christopher  
Castle, Elwyn Darryl  
Ceballos, Juan  
Christian, Michelle Rene  
Clark, Daniel Burrell  
Clarke, Martin Dennis  
Colman, Robert Allan  
Corbin, Brian Lee  
Correa, Tyrone Richard  
Croson, Wayne Winfield  
Cruise, Wayne  
Cullen, Brian P.  
Curley, William L.

Box #4 - DES - GRA

DESHESKY, GEORGE JOSEPH  
DIGGS, RICHARD  
DEVILBISS, BRIAN KEITH  
DOUGHTY, DEVON S.  
DRURY, JOHN ROBERT  
ESOP, ALAR MARK  
FIELD CAROLYN STEINER  
FITZGERALD, MAURICE THOMAS  
FORD, WILLIAM CHARLES  
FRAIN, JR., CHARLES A.  
GARRETT, NONA ELAINE  
GOINGS, JOHN DUDLEY  
GRABER, PAUL VINCENT  
GRACEY, DAVID MARK  
GRAFF, GREGORY K.  
GRANAHAN, SEAN  
GRAYESKI, JR., JOHN J.

ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92

Box #5 - GR - HI

GRIFFIN, JR. JAMES KEVIN  
GRIMSLEY, JR. ROBERT P.  
GUESSFORD, MARGARET  
HARDESTER, SR. FRANK DAVID  
HARKUM, JAMES BRIAN  
HARRIS, RONALD A.  
HARRISON, JAMES F.  
HATCHER, FRANKLIN ROSS  
HAYES, TIMOTHY J.  
HAYES, MORROW WILLIAM  
HEBB, IV JAMES CLINTON  
HECK, NORMAN ALLSION  
HICKERSON, KEVIN WAYNE  
HICKEY, CARL JEFFREY  
HILL, GREGORY TYRONE  
HOEFNER, 3RD, DAVID ROBERTS

Box #6 - JH - LE

JACKSON, EVON, SR.  
JAMES, JOHN LEONARD  
JOHNSON, JR., CARDINAAL B.  
JURATOVIAK, ERIC DANCE  
KANE, ANDREW PERNELL  
KARCZMAREK, DAVID WALTER  
KIM, HAN YOUNG  
KIRBY, CRAIG SCOTT  
KIRSHNER, JAMES R.  
KISLY, EDWARD J.  
KITZMILLER, CRAIG J.  
KNISLEY, THOMAS CLYDE  
KOUMJIAN, ANITA E.  
KROPP, DOROTHY KIP  
LANHAM, EDWIN MARK  
LARMORE, JEFFREY A.  
LAYNE, LINDA JOANNE  
LEAR, JR., JOSEPH JOHN  
LEEPER, MICHAEL FRANK

Box #7 - LE - NA

LEVITSKY, ROSS  
LEVITSKY, JOSH  
LUTZ, CLARK E.  
MCCAULEY, SABRINA LYNN  
MACKAY, BRUCE SCOTT  
MACTIGUE, ANDREW ANTHONY  
MARTIN, JESSE L.  
MAY AMBULANCE SERVICE, INC.  
MCGEE, BETTYE T.  
MCLAUGHLIN, KEVIN P.  
MCMILLIAN, ANGELA PATRICIA  
MCNALLY, KEVIN

ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92

Box #7 (continued)

MICHOCKI, THOMAS P.  
MILLS, MATTHEW M.  
MOSS, BRIAN L.  
MUHLER, MARK HENRY  
MURN, EDWARD J.  
MUTUAL BENEFIT INSURANCE CO.  
NAVE, ELIZABETH ANN

Box #8 - NE - PR and Roberson

NEIGHOFF, CHARLES AND  
NEIGHOFF, NICHELLE  
ORTIZ, JR., ALVARO  
O'BRIEN, JOHN F., JR.  
O'DONNELL, MICHAEL JOSEPH  
PARSONS, THOMAS C.  
PATEL, RAMEELA  
PATTEN, WILLIAM  
PATTERSON, PATRICK L.  
PAULUS, ROBERT G.  
PENNINGTON, RAYMOND W., SR.  
PEREZ, HUMBERTO  
PETSCHKE, JOHN ALEXANDER  
PIROG, FRANCIS JOHN, JR.  
POE, DALE W., SR.  
PRIET, MICHAEL  
PROKOP, AUGUST JULIO  
ROBERSON, WILLIAM

Box #9 - Pyle and Rab - Ster

PYLE, JR., WILLIAM ROBERT  
RABANALES, JR., ALLAN  
RANDALL, RAYMOND W.  
REAMER, DAVID EMIL  
RICHARDS, WILLIAM H.  
ROGERS, DANIEL SHAW  
ROLLINS, MARVIN D.  
SALINAS, LUIS  
SAMUEL, DONALD EDWARD  
SCHINDHELM, ELIZABETH  
SCHULTZ, MARK  
SCOTT, LAWRENCE M.  
SERAROLS, CARLOS  
SHAFFER, GREGORY WAYNE  
SHANEFELTER, MICHAEL  
SHOWLATER, THOMAS RAYMOND  
SELF, CHARLES WAYNE  
SKOVRON, CURT EDWARD  
SMITH, RICHARD ALAN  
SONN, STEVEN DOUGLAS  
STANDIFORD, BRIAN  
STERLING, EARL J.

ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92

Box #10 - Stew - Was

STEWART, LAMON ARLIE  
STREETER, GARY RAY  
SULLIVAN, DARLENE  
SUTPHIN, GREGORY L.  
TALLMAN, JOHN JUNIUS, IV  
TAYLOR, EDWARD E.  
TAYLOR, JOHN H., JR.  
TESTERMAN, RONALD  
THOMPSON, KEVIN  
TOPPER, JR., JOHN E.  
TOWNE HARDWARE  
TROIANO, ANTONIO MICHAEL  
Troxell, WILSON, JR.  
THOMAS, JOHN CHARLES  
VLACHOS, FREDERICK LOUIS  
WALKER, ALCURE  
WALKER, PATRICIA HELEN  
WALLACE, DAVID P.  
WARREN, FRANCIS  
WASHINGTON, ATLAS PINSON

Box #11 - WAT - WY

WATERS, ROBERT, III  
WAYSACK, JOSEPH J.  
WEBB, STEVEN ELIOT  
WHALEN, KEVIN  
WHARTON, JOHN MARK  
WHITE, JOHN JOSEPH  
ADMINISTRATIVE APPEAL FILES - CLOSED 1/92 - 6/92

Box #11 (continued)

WHIPP, JR. CLIFFORD DANIEL  
WILLS, TRACY S.  
WILSON, LINDSAY RICHARDSON  
WINGENDER, MICHAEL J.  
WITTEN, STEVEN ALBERT  
WYNKOOP, JR. ROBERT ARLEN

R139  
S17

Missing Box

2, 10



*E*

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - (410) 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO <b>05W1508</b>	DATE REC'D <b>11-23-04</b>
B. DIVISION/UNIT Office of Highway Development			RM CODE <b>26.03.03</b>
C. MAILING ADDRESS 707 N. Calvert Street Baltimore, MD 21202		LOCATION RANGE SECTION(S) <b>37 12</b>	NO. OF CU. FT. <b>7</b>
D. PHONE NUMBER		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL David W. Phillips 410-545-8823 Doug Evans 410-545-8827		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER <i>Schedule # 1784</i>	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY, SCHEDULE, ITEM NO. <b>2</b> DISPOSAL DATE	
F 1	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
F 2	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
F 3	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
F 4	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
ROLL NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY, SCHEDULE, ITEM NO. <b>2</b> DISPOSAL DATE	
G 1	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
G 2	US 50 HOV (PG2005170) to October 2002	July 8, 2007	
G 3	US 50 HOV (PG2005170) to October 2002	July 8, 2007	

*DISPOSED  
7/23/07  
DW*

26.03.05 MDOT
Reporting Agency
State Highway Administration Office of Finance and Information Technology
Division or Unit

**Department of General Services**  
Records Management Division  
7275 Waterloo Road (Rte. 175)  
P.O. Box 275  
Jessup, Maryland 20794-0275

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**C E R T I F I C A T E O F R E C O R D S D I S P O S A L**

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
97W1277	Set of Final Plans with Original Signatures	1648	2 A	1996	10	7/2007	RECYCLE
02W84	Historical Data / Compliance Letters	L-47	1	Y2K (2000)	13	7/2007	RECYCLE
03W180	Biweekly Timecards RC	1813	14	2001 - 2002	120	7/2007	RECYCLE
06W259	FARS Expense Pay	1649	1	FY 2000	7	7/2007	RECYCLE
06W261	FARS Expense Pay	1649	1	FY 2002	14	7/2007	RECYCLE
06W1045	FARS Journal Entires	2401	2	FY 2000	1	7/2007	RECYCLE

I hereby certify that the records listed above were disposed of as indicated

\_\_\_\_\_  
Signature  
DGS 550-2 (Rev. 1/93)

\_\_\_\_\_  
Title

December 30, 2007  
Date



**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P. O. BOX 275, JESSUP, MD. 20794  
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <b>97W 1277</b>	DATE RECEIVED <b>6-12-97</b>
B. DIVISION / UNIT Office of Finance and Information Technology			RM CODE <b>26.03.05</b>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <b>118</b>	LOCATION SECTIONS <b>9-10</b>
D. PHONE NO. 545-5685 Baltimore, Md. 21202			NO. OF CU. FT. <b>10</b>
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <b>ROLLS</b>	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES M06115171/AC-NH-G-5113(10)C RL # 2	1648-2A 7/2007
2	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES M05715176/STP-G-5006(2)E PS&E	1648-2A 7/2007
3	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES WA9325176/IM-G-81-1(56)E PS&E	1648-2A 7/2007
4	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG9005171/AC-STP-G-5023(9)E ADDM #1	1648-2A 7/2007
5	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AA5825177/STP-G-257-1(9)E PS&E	1648-2A 7/2007
6	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES SM7705180/BRO-1(450)E PS&E	1648-2A 7/2007
7	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES HO7825124/NH-95-3(138)E PS&E	1648-2A 7/2007
8	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AW4425924/STP-G-000S(526)E ADDM #1	1648-2A 7/2007
9	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AA3175376/STP-G-7202(12)E ADDM #1	1648-2A 7/2007
10	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG1375171/STP-G-255-1(6)E RL #2	1648-2A 7/2007
11	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AL7255371/PFH-7509(2)E\AC-STP-G-7509(3)E RL #1	1648-2A 7/2007
12	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AA5325180/BHF-3617(3)E RL #4	1648-2A 7/2007
13	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AW4425924/STP-G-000S(526)E PS&E	1648-2A 7/2007
14	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES HO6615470/AC-NH-110-1(61)C RL #1	1648-2A 7/2007
15	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AL7255371/PFH-7509(2)E\AC-STP-G-7509(3)E PS&E	1648-2A 7/2007
16	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG9005171/STP-G-5023(9)E UTIL PS&E	1648-2A 7/2007

*Disposed  
7/15/07  
DW*

*1231*

17	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG1845180/DE-0094(801)C RL #2	1648-2A	7/2007
18	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AL7795180/BHF-211-1(4)E ADDM #1	1648-2A	7/2007
19	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES CH5665271/AC-NH-G-CM-STP-G-8500(4)E RL #2	1648-2A	7/2007
20	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES TA3695180/BRF-1322(5)E RL #1	1648-2A	7/2007
21	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AL7255371/PFH-7509(2)E\AC-STP-G-7509(3)E ADDM #1	1648-2A	7/2007
22	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG9285170/AC-NH-G-117-1(40)E RL #2	1648-2A	7/2007
23	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AA5895176/NH-117-1(41)C RL #1	1648-2A	7/2007
24	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES MO4255270/NH-G-109-1(18)C RL #2	1648-2A	7/2007
25	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES HO7825124/NH-95-3(138)E ADDM #1	1648-2A	7/2007
26	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AL7795180/BHF-211-1(4)E PS&E	1648-2A	7/2007
27	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES CH5565271/AC-NH-G-CM-STP-G-8500(4)E RL #4	1648-2A	7/2007
28	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES BA1655176/AC-STP-G-3025(10)E ADDM #2	1648-2A	7/2007
29	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES BA1765177/STP-G-1131(11)E PS&E	1648-2A	7/2007
30	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES MO5295171/MA-NH-249-1(8)C RL #11	1648-2A	7/2007
31	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG9005171/AC-STP-G-5023(9)E PS&E	1648-2A	7/2007
32	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES CO540BMI/BRO-1(431)E PS&E	1648-2A	7/2007
33	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES H 990-951-417/BRO-1(398)E PS&E	1648-2A	7/2007
34	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES W 912-951-617/BRO-1(343)E PS&E	1648-2A	7/2007
35	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES A 785-951-012/RRS-7505(1)E\STP-7505(2)E RL #1	1648-2A	7/2007
36	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES M 723-952-317/BRF-5045(2)E PS&E	1648-2A	7/2007
37	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES DO554BM2/BRO-1(444)E PS&E	1648-2A	7/2007
38	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES W 936-451-625/STP-1(403)E PS&E	1648-2A	7/2007
39	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AW5735325/STP-000S(521)E PS&E	1648-2A	7/2007
40	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES C 437-951-517/BRO-1(397)E PS&E	1648-2A	7/2007
41	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES PG2131BMI/BRO01(442)E PS&E	1648-2A	7/2007
42	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES AW575325/STP-000S(521)E ADDM #2	1648-2A	7/2007

1231

43	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES BA831BMI/BRO-1(243)E PS&E	1648-2A	7/2007
44	SET OF FINAL PLANS WITH ORIGINAL SIGNATURES HO773BM2/BHO-1(443)E PS&E	1648-2A	7/2007

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E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)  
**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES SCHEDULE NO. L-47

A. AGENCY 1. State Highway Administration		ACCESSION NO. <b>02W84</b>	DATE REC'D <b>8-29-01</b>
B. DIVISION/UNIT Office of Finance/Information Technology Division			RM CODE <b>26-03.05</b>
C. MAILING ADDRESS 707 N. Calvert Street - Mail Stop C605 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S) <b>53 30-31</b>	NO. OF CU. FT. <b>13</b>
D. PHONE NO. (410) 545-8650		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Melissa S. Barnes		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Historical Data (1 of 2) - PMO Guidelines - ITD Test Guidelines and ideas - Y2K News - Project Plans - Projects - Initial Y2K Plans - Initial Assessments and Assumptions of Critical Business Systems from 1998	April 1, 2007 <i>sheet L-47</i> <i>Item 1-14</i>	
2	Historical Data (2 of 2) - Initial Inputs form Districts - Notes from General Meetings - Y2K Research Documents - Miscellaneous Correspondence - Progress Reports - Compliance Work Plans, Checklists - Initial Contingency Plans - MDOT Status Reports	April 1, 2007 <i>DISPOSED 7/17/01 DW</i>	
4	Compliance Letters and Faxes (1 of 2) - Microsoft Compliance Documentation - ITD Vendor Compliance Letters and Faxes (Binders MGE-Z)	April 1, 2007	
3	Compliance Letters and Faxes (2 of 2) - Vendor Compliance Letters and Faxes (Binders A-MGE) - ITD Miscellaneous Correspondence from Vendors - SHA Facility Compliance Letters from Vendors	April 1, 2007	
5	SAIC (1 of 2) - Inventory Report	April 1, 2007	

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
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DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES SCHEDULE NO. L-47

A. AGENCY 1. State Highway Administration		ACCESSION NO. <b>D2W84</b>	DATE REC'D <b>8-29-01</b>
B. DIVISION/UNIT Office of Finance/Information Technology Division			RM CODE <b>26.03.05</b>
C. MAILING ADDRESS 707 N. Calvert Street - Mail Stop C605 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S) <b>53 30-31</b>	NO. OF CU. FT. <b>13</b>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
5	(Continued) - Project Work Plan - Corrective Action Plan - Supplemental Corrective Action Plan - Task Order Proposal - Process Controls - Process Control Assessment Reports - Process Control Status Reports	
6	SAIC (2 of 2) - Assessment Reports	April 1, 2007
7	DATEK - DATEK IV & V Assessments - Assessment Diskettes - DATEK/SHA Meetings - DATEK Correspondence - Assessment of SHA Contingency Plans - SHA Correspondence to DATEK - DATEK Final Report	April 1, 2007
8	SHA TEST PLANS - SHAPMS - Hauling Permits - Fast Bradley - Cashiers - Maximo - CFS - TRNS*PORT - SHA Network - Test Strategies and Research	April 1, 2007

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**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES Schedule No. L-47

A. AGENCY 1. State Highway Administration		ACCESSION NO. <b>02W84</b>	DATE REC'D
B. DIVISION/UNIT Office of Finance/ Information Technology Div.			RM CODE
C. MAILING ADDRESS 707 N. Calvert Street - Mail Stop C605 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S) <b>53 30-31</b>	NO. OF CU. FT. <b>13</b>
D. PHONE NO. (410) 545-8650		RECORDS CENTER MANAGER	
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
9	DATASOURCE ASSESSMENTS (PHASE 1) - Assessments on CD - Meetings - Correspondence - Status Reports - Corrective Action Plans - Cost Estimates	April 1, 2007	
10	DATASOURCE REMEDIATION - Project Plans - Meetings - Assessments - Status Reports - Correspondence - 24-1 Documentation - Third Party Documentation - EAPD Documentation - Highway User Revenue Documentation - Federal Aid Program Documentation - License Information Documentation - Peer Review Documentation - Utility Upload Documentation	April 1, 2007	
11	SHA DOCUMENTATION - Critical Business Systems at SHA - Critical Business Systems Contingency Plans - Electronic Data Interfaces - SHA Software Inventory - SHA Hardware Inventory - SHA Facility Inventory - Risk Management Meeting Notes	April 1, 2007	

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
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DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES SCHEDULE NO. I-47

A. AGENCY 1. State Highway Administration		ACCESSION NO. <b>02W84</b>	DATE REC'D <b>8-29-01</b>
B. DIVISION/UNIT Office of Finance/Information Technology Division			RM CODE <b>26-03-05</b>
C. MAILING ADDRESS 707 N. Calvert Street-Mail Stop C605 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S) <b>53 30-31</b>	NO. OF CU. FT. <b>13</b>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
12	TRANSITION CHECKLIST - Pre/Post Transition meeting notes - Pre/Post Transition Checklists notes - Pre-Transition Checklist Critical Systems - Pre-Transition Checklist TRNS*PORT - Post Transition Checklist Critical Systems - Post Transition Checklist TRNS*PORT - Command Center Software/Documentation	April 1, 2007	
13	SHA MAIN BINDERS - SHA Compliance Binder - Y2K Rollover/Reporting Binder - Leap Year Rollover/Reporting Binder - Risk Management/Contingency Plans - Project Schedule - Y2K Teams Archived Email - Y2K Teams documentation off the "S" Drive	April 1, 2007	

R-53  
S-30-31

G-ENTRY SPACES



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Directions: Please Type or Print Clearly All Entries

<b>A. Agency</b> 1.State Highway Administration		Accession No. <b>03W180</b>	Date Rec'd <b>9-18-02</b>
<b>B. Division/Unit</b> Office of Finance and Information Technology		Location Range Section(s) <b>48 1-3</b>	RM Code <b>26.03.05</b>
<b>C. Mailing Address</b> 707N. Calvert St. Baltimore, MD 21202		No. of Cu. Ft. <b>120</b>	
<b>D. Phone No.</b> 410-545-6770		Records Center Manager	
<b>E. Agency Official</b>		To Be Completed At State Records Management Center	
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
1.	Biweekly Timecards RC 10.0-61.10 Pay 01 12/12/01-12/25/01	1813-14	7/2007
2.	Biweekly Timecards RC 61.20-72.10 Pay 01 12/12/01-12/25/01	1813-14	7/2007
3.	Biweekly Timecards RC 73.0-83.0 Pay 01 12/12/01-12/25/01	1813-14	7/2007
4.	Biweekly Timecards RC 84.0-87.0 Pay 01 12/12/01-12/25/01	1813-14	7/2007
5.	Biweekly Timecards RC 90.20-91.41 Pay 01 12/12/01-12/25/01	1813-14	7/2007
6.	Biweekly Timecards RC 91.50-92.91 Pay 01 12/12/01-12/25/01	1813-14	7/2007
7.	Biweekly Timecards RC 93.0-61.30 Pay 01 12/12/01-12/25/01	1813-14	7/2007
8.	Biweekly Timecards RC 96.0-98.31 Pay 01 12/12/01-12/25/01	1813-14	7/2007
9.	Biweekly Timecards RC 98.32-99.40 Pay 01 12/12/01-12/25/01	1813-14	7/2007
10.	Biweekly Timecards RC 99.41-99.88 Pay 01 12/12/01-12/25/01	1813-14	7/2007
11.	Biweekly Timecards RC 10.0-52.0 Pay 02 12/26/01-01/08/02	1813-14	7/2007
12.	Biweekly Timecards RC 60.0-72.10 Pay 02 12/26/01-01/08/02	1813-14	7/2007
13.	Biweekly Timecards RC 73.0-83.0 Pay 02 12/26/01-01/08/02	1813-14	7/2007
14.	Biweekly Timecards RC 84.0-87.0 Pay 02 12/26/01-01/08/02	1813-14	7/2007

*Disposed  
7/13/07  
DW*

<u>Numbers</u>	<u>Description of Records With Inclusive Dates</u>	<u>Disposal Authority Schedule, Item No., Disposal Date</u>
15.	Biweekly Timecards RC 90.20-91.41 Pay 02 12/26/01-01/08/02	1813-14 7/2007
16.	Biweekly Timecards RC 91.50-92.91 Pay 02 12/26/01-01/08/02	1813-14 7/2007
17.	Biweekly Timecards RC 93.0-61.30 Pay 02 12/26/01-01/08/02	1813-14 7/2007
18.	Biweekly Timecards RC 96.0-98.31 Pay 02 12/26/01-01/08/02	1813-14 7/2007
19.	Biweekly Timecards RC 98.32-99.40 Pay 02 12/26/01-01/08/02	1813-14 7/2007
20.	Biweekly Timecards RC 99.41-99.88 Pay 02 12/26/01-01/08/02	1813-14 7/2007
21.	Biweekly Timecards RC 10.0-52.0 Pay 03 01/09/02-01/22/02	1813-14 7/2007
22.	Biweekly Timecards RC 60.0-72.10 Pay 03 01/09/02-01/22/02	1813-14 7/2007
23.	Biweekly Timecards RC 73.0-83.0 Pay 03 01/09/02-01/22/02	1813-14 7/2007
24.	Biweekly Timecards RC 84.0-87.0 Pay 03 01/09/02-01/22/02	1813-14 7/2007
25.	Biweekly Timecards RC 90.20-91.41 Pay 03 01/09/02-01/22/02	1813-14 7/2007
26.	Biweekly Timecards RC 91.50-92.91 Pay 03 01/09/02-01/22/02	1813-14 7/2007
27.	Biweekly Timecards RC 93.0-61.30 Pay 03 01/09/02-01/22/02	1813-14 7/2007
28.	Biweekly Timecards RC 96.0-98.31 Pay 03 01/09/02-01/22/02	1813-14 7/2007
29.	Biweekly Timecards RC 98.32-99.40 Pay 03 01/09/02-01/22/02	1813-14 7/2007
30.	Biweekly Timecards RC 99.41-99.88 Pay 03 01/09/02-01/22/02	1813-14 7/2007
31.	Biweekly Timecards RC 10.0-52.0 Pay 04 01/23/02-02/05/02	1813-14 7/2007
32.	Biweekly Timecards RC 60.0-72.10 Pay 04 01/23/02-02/05/02	1813-14 7/2007
33.	Biweekly Timecards RC 73.0-83.0 Pay 04 01/23/02-02/05/02	1813-14 7/2007
34.	Biweekly Timecards RC 84.0-87.0 Pay 04 01/23/02-02/05/02	1813-14 7/2007
35.	Biweekly Timecards RC 90.20-91.41 Pay 04 01/23/02-02/05/02	1813-14 7/2007
36.	Biweekly Timecards RC 91.50-92.91 Pay 04 01/23/02-02/05/02	1813-14 7/2007
37.	Biweekly Timecards RC 93.0-61.30 Pay 04 01/23/02-02/05/02	1813-14 7/2007
38.	Biweekly Timecards RC 96.0-98.31 Pay 04 01/23/02-02/05/02	1813-14 7/2007
39.	Biweekly Timecards RC 98.32-99.40 Pay 04 01/23/02-02/05/02	1813-14 7/2007

40	Biweekly Timecards RC 99.41-99.88	1813-14
41	Pay 04 01/23/02-02/05/02	7/2007
	Biweekly Timecards RC 10.0-52.0	1813-14
42	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 60.0-72.10	1813-14
43	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 73.0-83.0	1813-14
44	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 84.0-87.0	1813-14
45	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 90.20-91.41	1813-14
46	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 91.50-92.91	1813-14
47	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 93.0-61.30	1813-14
48	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 96.0-98.31	1813-14
49	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 98.32-99.40	1813-14
50	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 99.41-99.88	1813-14
51	Pay 05 02/06/02-02/19/02	7/2007
	Biweekly Timecards RC 10.0-52.0	1813-14
52	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 60.0-72.10	1813-14
53	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 73.0-83.0	1813-14
54	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 84.0-87.0	1813-14
55	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 90.20-91.41	1813-14
56	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 91.50-92.91	1813-14
57	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 93.0-61.30	1813-14
58	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 96.0-98.31	1813-14
59	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 98.32-99.40	1813-14
60	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 99.41-99.88	1813-14
61	Pay 06 02/20/02-03/05/02	7/2007
	Biweekly Timecards RC 10.0-52.0	1813-14
62	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 60.0-72.10	1813-14
63	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 73.0-83.0	1813-14
64	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 84.0-87.0	1813-14
65	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 90.20-91.41	1813-14
66	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 91.50-92.91	1813-14
67	Pay 07 03/06/02-03/19/02	7/2007
	Biweekly Timecards RC 93.0-61.30	1813-14

68.	Pay 07 03/06/02-03/19/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
69.	Pay 07 03/06/02-03/19/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
70.	Pay 07 03/06/02-03/19/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
71.	Pay 07 03/06/02-03/19/02 Biweekly Timecards RC 10.0-52.0	7/2007 1813-14
72.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 60.0-72.10	7/2007 1813-14
73.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 73.0-83.0	7/2007 1813-14
74.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 84.0-87.0	7/2007 1813-14
75.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 90.20-91.41	7/2007 1813-14
76.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 91.50-92.91	7/2007 1813-14
77.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 93.0-61.30	7/2007 1813-14
78.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
79.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
80.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
81.	Pay 08 03/20/02-04/02/02 Biweekly Timecards RC 10.0-52.0	7/2007 1813-14
82.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 60.0-72.10	7/2007 1813-14
83.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 73.0-83.0	7/2007 1813-14
84.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 84.0-87.0	7/2007 1813-14
85.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 90.20-91.41	7/2007 1813-14
86.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 91.50-92.91	7/2007 1813-14
87.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 93.0-61.30	7/2007 1813-14
88.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
89.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
90.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
91.	Pay 09 04/03/02-04/16/02 Biweekly Timecards RC 10.0-52.0	7/2007 1813-14
92.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 60.0-72.10	7/2007 1813-14
93.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 73.0-83.0	7/2007 1813-14
94.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 84.0-87.0	7/2007 1813-14
95.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 90.20-91.41	7/2007 1813-14

96.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 91.50-92.91	7/2007 1813-14
97.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 93.0-61.30	7/2007 1813-14
98.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
99.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
100.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
101.	Pay 10 04/17/02-04/30/02 Biweekly Timecards RC 10.0-52.0	7/2007 1813-14
102.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 60.0-72.10	7/2007 1813-14
103.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 73.0-83.0	7/2007 1813-14
104.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 84.0-87.0	7/2007 1813-14
105.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 90.20-91.41	7/2007 1813-14
106.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 91.50-92.91	7/2007 1813-14
107.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 93.0-61.30	7/2007 1813-14
108.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
109.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
110.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
111.	Pay 11 05/01/02-05/14/02 Biweekly Timecards RC 10.0-52.0	7/2007 1813-14
112.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 60.0-72.10	7/2007 1813-14
113.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 73.0-83.0	7/2007 1813-14
114.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 84.0-87.0	7/2007 1813-14
115.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 90.20-91.41	7/2007 1813-14
116.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 91.50-92.91	7/2007 1813-14
117.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 93.0-61.30	7/2007 1813-14
118.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 96.0-98.31	7/2007 1813-14
119.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 98.32-99.40	7/2007 1813-14
120.	Pay 12 05/15/02-05/28/02 Biweekly Timecards RC 99.41-99.88	7/2007 1813-14
	Pay 12 05/15/02-05/28/02	7/2007

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**RECORDS TRANSMITTAL AND RECEIPT**  
 DEPARTMENT OF GENERAL SERVICES  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1. <i>Maryland State Hwy</i>		Accession No. <i>06W259</i>	Date Rec'd <i>10-25-05</i>
			RM Code <i>26.03.05</i>
B. Division/Unit <i>FAB</i>		Range <i>17</i>	Location Section(s) <i>2</i>
C. Mailing Address <i>707 N. Calvert St</i>			No. of Cu. Ft. <i>7</i>
D. Phone No. <i>410-545-5697</i>	Records Center Manager		
E. Agency Official	<b>To Be Completed At State Records Management Center</b>		
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
<i>1 A</i>	Expense Pay 17 Fy00 485659-486180	1649 - June 07	
<i>2 A</i>	Expense Pay 02 & 03 Fy00 490936-491709	1649 - June 07	
<i>3 A</i>	Expense Pay 07 & 08 Fy00 492560-493831	1649 - June 07	
<i>5 A</i>	Expense Pay 11 & 12 Fy00 494738-495737	1649 - June 07	
<i>6 A</i>	Expense Pay 13 & 14 Fy00 495738-496641	1649 - June 07	
<i>7 A</i>	Expense Pay 15 & 16 Fy00 496642-497623	1649 - June 07	
<i>Plus- 4 A</i>	<i>Expense Pay 9-10 Fy 2000 493832 - 494737</i>	<i>Item #1 July 2007 DISPOSED 7/15/07 DW</i>	

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**RECORDS TRANSMITTAL AND RECEIPT**  
 DEPARTMENT OF GENERAL SERVICES  
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.  <b>MARYLAND STATE HIGHWAY ADMINISTRATION</b>		Accession No.  <b>06W261</b>	Date Rec'd  <b>10-25-05</b>
			RM Code  <b>26.03.05</b>
B. Division/Unit  <b>FARS</b>		Location Section(s) <b>7</b>	No. of Cu. Ft.  <b>14</b>
C. Mailing Address  <b>701 N. CALVERT STREET</b>		Range <b>13</b>	
D. Phone No.  <b>410-645-6697</b>	Records Center Manager		
E. Agency Official	<b>To Be Completed At State Records Management Center</b>		
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
12	Expense Pay 13 & 14 Fy02	507395-508468	1649 - June 07
13	Expense Pay 15 & 16 Fy02	508469-509448	1649 - June 07
14	Expense Pay 17 & 18 Fy02	509449-510390	1649 - June 07
15	Expense Pay 19 & 20 Fy02	510391-511234	1649 - June 07
16	Expense Pay 21 & 22 Fy02	511235-512229	1649 - June 07
17	Expense Pay 23 & 24 Fy02	512230-513166	1649 - June 07
18	Expense Pay 25 & 26 Fy02	513167-513912	1649 - June 07
19	Expense Pay 01 Fy02	513913-514331	1649 - June 07
20	Expense Pay 02 & 03 Fy02	514332-515188	1649 - June 07
21	Expense Pay 04 & 05 Fy02	515189-515946	1649 - June 07
22	Expense Pay 06 & 07 Fy02	515947-516718	1649 - June 07
23	Expense Pay 08 & 09 Fy02	516719-517463	1649 - June 07
24	Expense Pay 10 & 11 Fy02	517464-518309	1649 - June 07
25	Expense Pay 12 & 13 Fy02	518310-519243	1649 - June 07
			<i>July 2007 Disposed 7/15/07 DW</i>

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**RECORDS TRANSMITTAL AND RECEIPT**  
**DEPARTMENT OF GENERAL SERVICES**  
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. <b>06W1045</b>	Date Rec'd <b>5-31-06</b>
			RM Code <b>26.03.05</b>
B. Division/Unit FARS - Financial Accounting and Reporting		Location Range Section(s) <b>26 13</b>	No. of Cu. Ft. <b>1</b>
C. Mailing Address 707 North Calvert Street		Records Center Manager	
D. Phone No. 410-545-5693		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
34	FY2000 - Journal Entries	2401; June 2007  Ham 2 7/2007  DISPOSED 7/16/07 DW	