

Kentucky Transportation Cabinet Online Planroom

www.KYTCplanroom.com



Instructions for Contractors

How to Create Your Information and Log On

How to View Projects and Documents

How to Place an Order Online

Lynn Imaging

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Kentucky Transportation Cabinet Online Planroom

INFORMATION REGARDING CONTRACT PLANS AND DIGITAL FILES:

Contract Documents, CD/DVD or electronic files will no longer be available through KYTC. You may order on the new KYTC Online Planroom or by calling Lynn Imaging-Frankfort at (502) 875-8341.

Complete sets and individual sections of Full Size and Half Size Hard Copy are available for purchase. The price structure of these sets is based on \$1 per Full Size sheet, \$0.75 per Half Size sheet , plus tax.

Downloadable PDF files are available on each project and they are broke out into sections. If you want complete set of Contract Plans downloadable, simply select all sections available in downloadable format. Supplemental Files will not be available by download due to some of the huge file size. Pricing of the downloadable section is based on \$0.50 per sheet, plus tax.

The CD/DVD of complete Contract Plans and Supplemental Data is available for \$100 plus tax on each project. The CD/DVD of Supplemental Data is available for \$25 plus tax on each project.

Shipping and Delivery charges will apply to your order. You may choose to pick up at any Lynn Imaging location in Frankfort, Lexington, Louisville or Cincinnati.

Please allow 24 hours turnaround on your order.

**CONTACT INFO: Lynn Imaging, 1127 US HWY 127 S, Frankfort, KY 40601
Ph (502) 875-8341 Fax (502) 875-2231 Email: lynn5@lynnimaging.com**



How to View Projects, Enter Company Info and Log On

The screenshot shows a web browser window with the address bar displaying "Kentucky Transportation Cabinet Digital Planroom". The browser's address bar also includes navigation icons (home, back, forward, print, page, tools) and a search icon. The website header features the text "KENTUCKY TRANSPORTATION CABINET" in a serif font, with "TRANSPORTATION" in a larger, bold font. Below the header is a yellow diamond-shaped logo with a black "K" and a black arrow pointing up and to the right. The main content area is divided into two columns. The left column, titled "Planroom Options", contains links for "KYTC Home", "Lettings", "Calendar", and "Log On". Below these links, it displays "Security Level: Not Logged In" and "Version: 5.0". The right column, titled "Kentucky Transportation Cabinet Digital Planroom", contains a welcome message: "Welcome to the Kentucky Transportation Cabinet Planroom - Use this page to view Letting details and view the 10-day addendum watch. Click on the Letting date to view all projects in that Letting. Or click Calendar to view all projects by Letting date. For help logging into this planroom click on link below or call 502-875-8341." Below this message is a section titled "View Projects by Letting Date" with a link "Projects set for 6/12/2009".

Kentucky Transportation Cabinet Digital Planroom

KENTUCKY **TRANSPORTATION** CABINET

Planroom Options

- [KYTC Home](#)
- [Lettings](#)
- [Calendar](#)
- [Log On](#)

Security Level: Not Logged In
Version: 5.0

Kentucky Transportation Cabinet Digital Planroom

Welcome to the Kentucky Transportation Cabinet Planroom - Use this page to view Letting details and view the 10-day addendum watch. Click on the Letting date to view all projects in that Letting. Or click Calendar to view all projects by Letting date. For help logging into this planroom click on link below or call 502-875-8341.

View Projects by Letting Date

[Projects set for 6/12/2009](#)

Click on Projects for the Letting Date that you want to see.

The screenshot shows the Kentucky Transportation Cabinet Digital Planroom website. The browser title is "Kentucky Transportation Cabinet Digital Planroom - Windows Internet Explorer". The address bar shows the URL "http://www.lynnimaging.com/kytransportation/default.asp". The page features a green header with the text "KENTUCKY TRANSPORTATION CABINET" and a yellow diamond logo with a black 'K'. On the left, there is a "Planroom Options" sidebar with links for "KYTC Home", "Lettings", "Calendar", and "Log On". The main content area includes a "View Projects by Letting Date" section with a link "Projects set for 6/12/2009". A yellow arrow points to this link. At the bottom, there is a footer with "eDistribution V5.0", "Copyright Lynn Imaging 2001-2006", and a link for "User Agreement and Privacy Policy".

Click "Login to View"

Kentucky Transportation Cabinet Digital Planroom - Windows Internet Explorer

http://www.lynnimaging.com/kytransportation/viewJobs.asp?action=list&letting_date=06_12_2009&group_id=9999

www.kytcplanroom.com

KENTUCKY **TRANSPORTATION** CABINET

Planroom Options

- [KYTC Home](#)
- [Lettings](#)
- [Calendar](#)
- [Log On](#)

Security Level: Not Logged In
Version: 5.0

To search, please enter a partial Contract ID. Enter an asterisk, percent, or leave empty to return all records. You can also search by County.

Contract ID: Sort By:

County:

Contract ID	County	Company Name	Letting Date / Time
Login to view Order	091014	LETCHER COUNTY TEST PROJECT	6/12/2009 10:00 AM
	091014	Kentucky Transportation Cabinet	

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Done Internet 100%

Enter your ID and Password OR Click “Create New Company”

KENTUCKY TRANSPORTATION CABINET

Planroom Options

- [KYTC Home](#)
- [Lettings](#)
- [Calendar](#)
- [Log On](#)

Security Level: Not Logged In
Version: 5.0

Username: [Create New Company](#)

Password:

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Enter your Username and Password. If you forgot, click “Forgot Password”. Click Create Company, if you are not in the system.

Search your company to confirm not in database

Kentucky Transportation Cabinet Digital Planroom - Windows Internet Explorer

http://www.lynnimaging.com/kytransportation/Company.asp?action=choose

www.kytcplanroom.com

KENTUCKY **TRANSPORTATION** CABINET

Planroom Options

- [KYTC Home](#)
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Security Level: Not Logged In
Version: 5.0

Steps to creating a login:

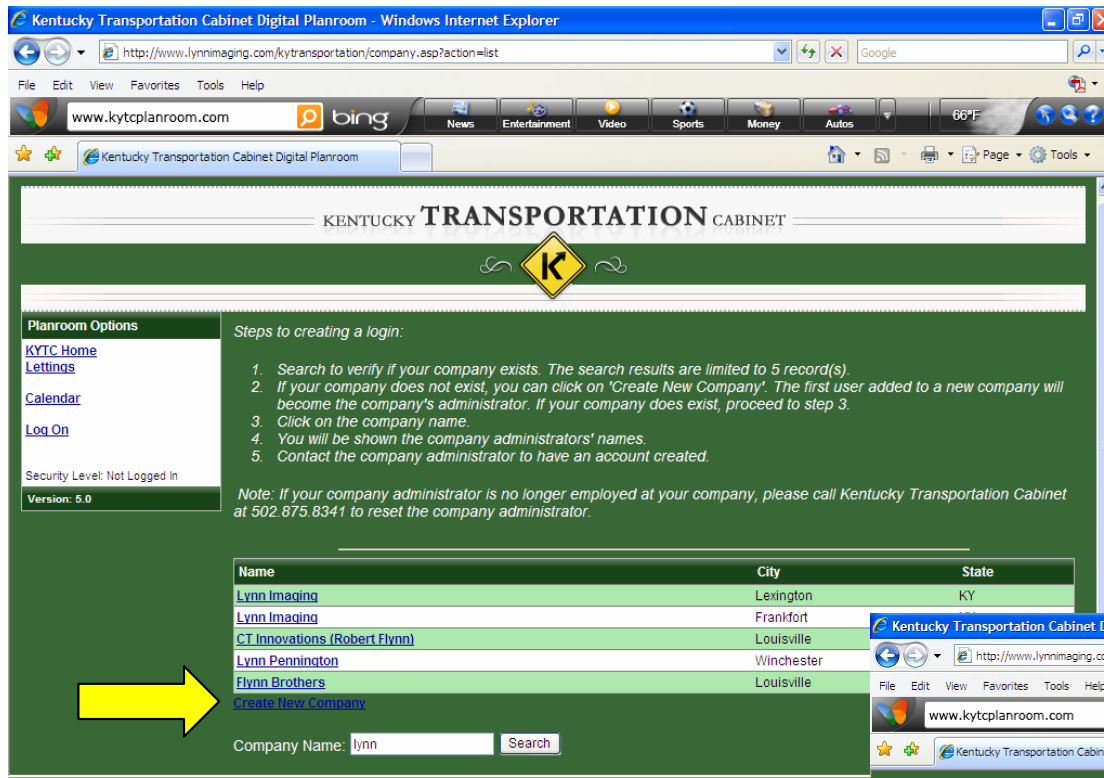
1. Search to verify if your company exists. The search results are limited to 5 record(s).
2. If your company does not exist, you can click on 'Create New Company'. The first user added to a new company will become the company's administrator. If your company does exist, proceed to step 3.
3. Click on the company name.
4. You will be shown the company administrators' names.
5. Contact the company administrator to have an account created.

Note: If your company administrator is no longer employed at your company, please call Kentucky Transportation Cabinet at 502.875.8341 to reset the company administrator.

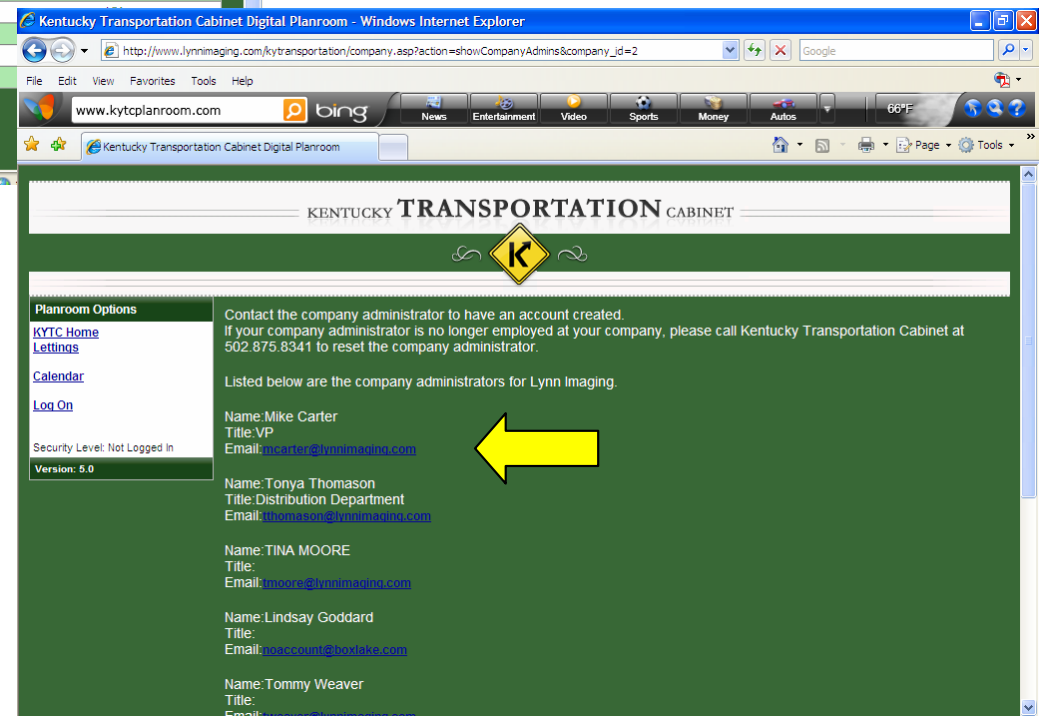
Company Name:

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Click "Create New Company" if your company doesn't appear.




If your company is in the database, click on it and you will see a list of contacts who can add your contact information. If you do not see your company listed, click Create New Company and follow the steps.



Kentucky Transportation Cabinet Digital Planroom

KENTUCKY **TRANSPORTATION** CABINET



Planroom Options

- [KYTC Home](#)
- [Lettings](#)
- [Calendar](#)
- [Log On](#)

Security Level: Not Logged In
Version: 5.0

Company Information * denotes required fields

Company Name:

Woman Business Enterprise:

Minority Business Enterprise:

Billing Information:

Address 1:

Address 2:

City:

State:

Zip:

Country:

Phone:

Fax:

Email:

Shipping Information:

Address 1:

Address 2:

City:

State:

Zip:

Country:


FedEx:

UPS:

CSI Code:

Notes:

Confirm Submission: **To add your company, you must enter the series of capital letters pictured below. This code is case-sensitive and must be entered as all capital letters.**



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ENTER COMPANY INFO

1. Fill Out all required (*) information- including your basic address, city, state, phone, fax.
2. Click "Insert".
3. You will be directed to enter your **"Contact Information"**.



ENTER CONTACT INFO

KENTUCKY TRANSPORTATION CABINET

Planroom Options
[KYTC Home](#)
[Lettings](#)
[Calendar](#)
[Log On](#)
Security Level: Not Logged In
Version: 5.0

Enter Contact Information

First Name:

Last Name:

User ID:

Password:

Confirm Password:

Email: Entering your email address here will only ensure that you get ITBs and other notices from this planroom. Your email will never be given to another party.

Title:

Notify: Check to receive New Job notifications via Email

Mailing Lists

Notes:

Confirm Submission: To add this contact, you must enter the series of capital letters pictured below. This code is case-sensitive and must be entered as all capital letters.

R R W R M T Y Q

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1. Fill out all required information
2. **User ID**—Enter a User ID that you would like to use for the future. It does not need to be any specific length or combination of letters and numbers.
3. **Password**—Enter a Password that you will remember for the future. It does not need to be any specific length or combination of letters and numbers.
4. Click the box by “Notify”, if you would like to be notified of all Public Jobs posted on the Digital Planroom.
5. Click “Submit” or “Insert” and you have completed the steps for setting up your company information, contact information and your own User ID and Password.

Once Logged In, Click “View Project Details”


The screenshot shows a web browser window with the address bar displaying "Kentucky Transportation Cabinet Digital Planroom". The page header features the text "KENTUCKY TRANSPORTATION CABINET" and a yellow diamond logo with a black 'K'. On the left side, there is a navigation menu with links for "Planroom Options", "KYTC Home", "Lettings", "Calendar", "Recent Notifications", "Go To Listings", "My Downloads", "My Settings", "Track My Orders", and "Edit Profile". The main content area contains a search instruction: "To search, please enter a partial Contract ID. Enter an asterisk, percent, or leave empty to return all records. You can also search by County." Below this are input fields for "Contract ID:" and "County:", a "Sort By:" dropdown menu set to "Contract ID", and a "Search" button. A table of search results is displayed below, with the following data:

	Contract ID	County	Company Name	Letting Date / Time
View Project Details Order	091014	LETCHER COUNTY	TEST PROJECT	6/12/2009 10:00 AM
	091014		Kentucky Transportation Cabinet	

A yellow arrow points to the "View Project Details" link in the first row of the table.

Kentucky Transportation Cabinet Digital Planroom

KENTUCKY **TRANSPORTATION** CABINET



Project Details

091014 LETCHER COUNTY TEST PROJECT Printer Friendly
FED/STATE PROJECT NUMBER ARRA 0151(067) [\(View Log\)](#)

[Display Planholders](#) [View Plan Images](#) [Place Order](#)

Contract ID #: 091014
Contact: Pam Kolze Company: Kentucky Transportation Cabinet
Letting Date: 6/12/2009 10:00 AM

Project Description:
ADDENDUM POSTED

CALL NO. 101

CONTRACT ID. 091014

LETCHER COUNTY

FED/STATE PROJECT NUMBER ARRA 0151(067)

DESCRIPTION HAZARD-WHITESBURG ROAD (KY 15)

WORK TYPE BRIDGE WITH GRADE, DRAIN & SURFACE

SCOPE OF WORK: HAZARD-WHITESBURG ROAD (KY 15) WIDEN KY 15 TO IMPROVE ACCESS, RELIEVE CONGESTION AND TO ENHANCE LEVEL OF SERVICE THROUGH THE INTERSECTION OF KY 15. BRIDGE WITH GRADE, DRAIN & SURFACE. SYP NO. 12-00103.00. GEOGRAPHIC COORDINATES LATITUDE 37°07'00" LONGITUDE 82°50'00"

Project Plan Package Format:
You may place your order through this website. The following plan packages are available for a non-refundable purchase:

Hard Copy Sets: \$ Price to be determined
CD/DVD Copy: \$ Price to be determined
Digital Download PDF Files: \$ Price to be determined

NOTE: The electronic data provided on the CD are for informational and reference purpose ONLY and hold no legal value. The Record Contract Plans and Proposals are the only Binding and Legal documents for this contract and are property of the Kentucky Transportation Cabinet.

Place order through this website by using credit card, cash, Lynn Imaging Account or check payable to Lynn Imaging, or by calling 502-875-8341. Allow for a 24 hour turnaround time on all orders placed.

There will be a charge for all orders shipped UPS Ground and a delivery charge for all orders delivered locally. All other methods of shipping requested, additional charges apply. Lynn Imaging will ship with the use of shipper numbers (Fed-Ex or UPS) with an additional handling charge.

Mail checks to Lynn Imaging, 1122 U.S. 127 South, Frankfort, Ky 40601.

Addendums

- 6/18/2009 - Addendum No. 1 posted 06/18/09 [Click To View](#) [View Download Report \(Super Users only\)](#)

[Display Planholders](#) [View Plan Images](#) [Place Order](#)

PROJECT DETAILS

View scope of project, Plan Package Format, Up-to-the-second Planholders List and documents here.

Click on “View Plan Images” to view the plans online.

Click on the Addendum to download the electronic copy.

After reviewing the scope of the project, click “Place Order” to place an order online.

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KENTUCKY TRANSPORTATION CABINET

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Recent Notifications
[Go To Listings](#)
My Downloads
[My Settings](#)
[Track My Orders](#)
[Edit Profile](#)
[Log Off](#)
Security Level: Basic User
Logged in as: Tom Hurtz
Version: 5.0

Start Order - 091014 LETCHER COUNTY TEST PROJECT

Company: Lynn Imaging
Contact: Tom Hurtz
CSI Code: 01006 - Planrooms
MBE/WBE Certified:
Send Me A Copy Of this Order via Email:

Qty.	Name	Description	Cost
0	Complete Set (Full Size)	22" x 36"	\$0.00
0	Complete Set (Half Size)	12" x 18"	\$0.00
0	Roadway Plans (Full Size)	22" x 36"	\$0.00
0	Roadway Plans (Half Size)	12" x 18"	\$0.00
0	Structure Plans (Full Size)	22" x 36"	\$0.00
0	Structure Plans (Half Size)	12" x 18"	\$0.00
0	Cross Section Plans (Full Size)	22" x 36"	\$0.00
0	Cross Section Plans (Full Size)	22" x 36"	\$0.00
0	Cross Section Plans (Half Size)	12" x 18"	\$0.00
0	Traffic Plans (Full Size)	22" x 36"	\$0.00
0	Traffic Plans (Half Size)	12" x 18"	\$0.00
0	CD/DVD Copy	Complete Set - Contract Plans and Supplemental Data	\$0.00

Description	Cost
<input type="checkbox"/> Complete-Roadway.pdf	\$0.00
<input type="checkbox"/> Complete- Cross Section.pdf	\$0.00
<input type="checkbox"/> Complete- Structure.pdf	\$0.00
<input type="checkbox"/> Complete- Traffic.pdf	\$0.00

Delivery Method:
 Downloads or Other: (No Shipping)
 Pick Up: - Select One -
 Delivery To: - Select One -
 Ship it to Me by: - Select One -

Payment Method: - Select One -

Verify Shipping Address:
Care Of: *If not the contact above.*
Address Line 1: 328 Old Vine Street
Address Line 2:
City / State / Zip: Lexington KY 40507
Country: United States

Verify Billing Address:
Address Line 1: 328 Old Vine Street
Address Line 2:
City / State / Zip: Lexington KY 40507
Country: United States

Comments:

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PLACE ORDER SCREEN

- Select items for your order.
 - Hard Copy Full Size
 - Hard Copy Half Size
 - PDF Downloads
 - CD- All documents and Supplemental Data
 - CD-Supplemental Data Only
- Select Delivery Method
 - Local Delivery Limited Areas
 - Call When Ready
 - Ship to Me
- Select Payment Type
- Verify address
- Add comment if needed
- Click Submit

Review your order. Click "Accept" to confirm.

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Planroom Options

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Recent Notifications

- [Go To Listings](#)

My Downloads

- [My Settings](#)

Track My Orders

- [Edit Profile](#)

Log Off

Security Level: Basic User
Logged in as: Tom Hurtz
Version: 5.0

Your order is not yet complete. Please verify the information. To make changes or corrections use the Back button on your browser or below. To complete this order, please click the Accept button. **All sales are final.**
All purchases will be shipped out within 24 hours of purchase Monday – Friday 8am – 5pm EST

Job Name: 091014 LETCHER COUNTY TEST PROJECT

Items Ordered:

Disciplines:

Quantity	Name	Cost	Total
1	Complete Set (Full Size)	\$0.00	\$0.00

Individual Sheets

Qty.	Img #	Sheet #	Name	Price
Sub Total: \$0.00				
Shipping: \$0.00				
Tax: \$0.00				
Total: \$0.00				

Bid Categories: none

Delivery Method: Customer Pickup—Lynn Imaging 11406 Bluegrass Pkwy Louisville

Payment Method: Lynn Account

MBE/WBE Certified: No

Company Name: Lynn Imaging

Contact Name: Tom Hurtz

You will receive a confirmation number and an email copy of your order. Your information will also appear instantly on the Planholder's List. Continue to the next project to place your order or simply close out of your browser.

KENTUCKY **TRANSPORTATION** CABINET

Planroom Options

- [KYTC Home](#)
- [Lettings](#)
- [Calendar](#)

Recent Notifications

- [Go To Listings](#)

My Downloads

- [My Settings](#)

Track My Orders

- [Edit Profile](#)

Log Off

Security Level: Basic User
Logged in as: Tom Hurtz
Version: 5.0

The following order has been placed. Please print this page for your records

Order ID: 131209

Job Name: 091014 LETCHER COUNTY TEST PROJECT

Items Ordered:

Disciplines:

Quantity	Name	Cost	Total
1	Complete Set (Full Size)	\$0.00	\$0.00

Individual Sheets

Qty.	Img #	Sheet #	Name	Price
Sub Total: \$0.00				
Shipping: \$0.00				
Tax: \$0.00				
Total: \$0.00				

Bid Categories: none

Delivery Method: Customer Pickup—Lynn Imaging 11406 Bluegrass Pkwy Louisville

Payment Method: Lynn Account

MBE/WBE Certified: No

Company Name: Lynn Imaging

Contact Name: Tom Hurtz