



**BUREAU OF ADMINISTRATION
OFFICE OF THE STATE ENGINEER**

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MEMORANDUM

DATE: May 5, 2015

FROM: Kristi Honeywell, P.E.

RE: Office of the State Engineer Consultant Database Update, May 2015

In an effort to save costs the Office of the State Engineer will no longer use direct mailing when seeking Requests for Statements of Interest. We are hereby notifying all the consultant firms in our database of the following methods by which you will be able to receive notification of all Requests for Statements of Interest issued by the Office of the State Engineer.

Method 1 - Direct Email

If you wish to receive Requests for Statements of Interest by direct email, please provide one only email address for your firm and send it to stephen.goetz@state.sd.us. We will send the Requests for Statements of Interest to this email address. **It will be up to your firm to inform us if there is any change to the email address that you provide to us and to ensure we are on your whitelist of accepted email addresses.**

Method 2 - South Dakota Web Sites

All Requests for Statements of Interest that the Office of the State Engineer issue are posted on two web sites:

1. The Requests for Statements of Interest link on the Office of the State Engineer Page:
<http://boa.sd.gov/divisions/engineer/>.
2. The Central Bid Exchange on the Office of Procurement Management Page:
<http://boa.sd.gov/divisions/procurement/>.

By using one or both of the above methods, you will be able to continue to stay informed about all Requests for Statements of Interest that we issue. We hope that these changes will enable our office to keep interested consulting professionals informed about projects with the State of South Dakota in a cost-effective and efficient manner. Thank you for your interest in our projects.

KRISTI HONEYWELL, P.E.
State Engineer
Office of the State Engineer