June 8, 2015

Re: Statewide Conference on Local Bridges
October 21-22, 2015
Local Bridge Calendar/Poster Session

Dear Sir or Madam:

The Statewide Conference on Local Bridges will convene this year on October 21st and October 22nd in Syracuse, N.Y. This conference continues to successfully provide a meaningful forum for the presentation and discussion of issues important to local bridge owners. Much of this success can be attributed to the focus on local projects, initiatives and programs within the conference proceedings. Two parts of the conference that highlight local bridges are the Local Bridge Calendar and a conference Poster Session.

Since publishing the first local bridge calendar for the 1999 conference, the Steering Committee has received large support each year that the calendar is provided with registration. Therefore, we will again be publishing an annual local bridge calendar for this year’s conference. The purpose of this letter is to extend to you an invitation to submit a photo, or photos, of a candidate bridge, or bridges for consideration for the calendar. As the calendar will be sized at around 9” x 11”, we suggest submitting a digital photo with a minimal resolution of 2400 x 3000 pixels. An 8” x 10” printed picture can also be included in addition to the digital photo. Please remember that clarity and aesthetics are important in the composition of the picture and we are always looking for “seasonal” photos (winter, spring, summer and fall). Along with the photo(s), we would like you to provide some descriptive information, such as: the name of the bridge (if one exists), year built or rehabilitated, county, feature carried, feature crossed, bridge type, structure and span lengths, owner, designer, contractor (if recently reconstructed) and photo submitter. To meet publishing deadlines, we need to have candidate photos no later than August 15, 2015.

Photos should be sent to:

Erica Westhuis
NYS DOT Office of Structures
50 Wolf Road, POD 43
Albany, New York 12232
Erica.westhuis@dot.ny.gov

The conference Steering Committee intends to provide this calendar as a memento to each paying conference registrant and, as such, will place its order based solely on the number of conference registrants. The publisher will make only one production run of this calendar. If you
would like additional copies of the calendar, you may order them directly from the publisher at a
cost of $15 per calendar. To get specific information on the deadline for ordering, contact:

Dona Reardon
Snyder Printing, Inc
691 River Street
Troy, NY 12180
Phone: (518) 272-8881
FAX: (518) 272-8935
e-mail: dona.reardon@snyderprinter.com

In addition to the calendar, we plan to continue the poster session again this year. Based on the
number of invitations we’ve sent out and the physical limitations of the conference facilities, if
you decide to participate, we ask that you limit the number of posters to two. All posters shall be
22” wide by 28” high on foam board. The posters should include one main photo 8” x 10” or
larger and an information block that contains the items listed previously in this letter for the
calendar candidates.

Posters should be brought to the conference and dropped off at the registration table. Conference
staff will be responsible for displaying the posters. We ask that you retrieve your posters before
you leave. Any posters left behind at the hotel will be disposed of at the hotel’s discretion.
There is no cost for display, but we do ask that you have at least one attendee at the conference if
you are submitting a poster.

Thank you in advance for submitting calendar candidate photos and/or developing posters.
Questions regarding either of these efforts should be directed to Erica Westhuis at (518) 485-
2389.

Sincerely,

Richard Marchione, P.E.
Deputy Chief Engineer (Structures)
Steering Committee Chair