



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

May 24, 2002

Subscription Service

#02-09

COUNTY ENGINEERS/SUPERINTENDENT OF HIGHWAYS
DIRECTORS OF PUBLIC WORKS and MUNICIPAL ENGINEERS, or
MAYORS/VILLAGE PRESIDENTS
TOWNSHIP HIGHWAY COMMISSIONERS
CONSULTING ENGINEERS

The Bureau of Local Roads and Streets (BLRS) has recently developed a subscription service for local agencies. This service will allow information to be sent out in a more timely manner and reduce the number of mailings sent from BLRS. This service will be used to:

- Issue electronic versions of BLRS's numbered circular letters - BLRS's numbered letters will continue to be sent out as hard copies to all addressees and electronically to those who subscribe. In the future we will evaluate the effectiveness of distributing numbered letters through the subscription service and may consider discontinuing hard copy mailings.
- Alert subscribers of Web updates - BLRS maintains numerous Web pages that contain specifications, forms, or other information for local agencies. These Web pages are updated frequently. The subscription service will provide a means to notify end users of these changes.
- Provide general information - In an effort to reduce the number of mailings and the amount of information sent to local agencies, some items are not sent out as circular letters. Rather, they are disseminated through local agency committee meetings. The subscription service will provide a convenient, efficient way of issuing this information in addition to committee meetings.

The service is an open list; therefore, local agency and consultant employees need to register in order to receive information electronically. A valid e-mail address and Internet access are required to register for the service. Visit the department's Web page at www.dot.state.il.us. Under Public Partners, select the [BLRS Subscription Service link](#). Press the subscribe button and a Web entry form will come up. In order to subscribe, you must fill out all required fields marked with a red asterisk.

The Web form contains two drop-down boxes. The first, "Select Job Title," will assist BLRS updating our current database of highway officials. The second, "Select Type of Agency," will determine the information you receive from the subscription service. Nothing prohibits an individual from subscribing multiple times under each type of agency. However, if this is done, you may receive up to five duplicate e-mails.

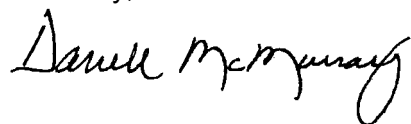
Selecting the correct "Type" will ensure that the information you receive pertains to your work.

We hope the subscription service will prove to be a beneficial service. If you have questions or problems concerning the service, please contact:

Kevin Burke at (217) 782-6315; via e-mail BurkeK@nt.dot.state.il.us; or

Mark Blankenship at (217) 785-2799; via e-mail BlankenshipMA@nt.dot.state.il.us.

Sincerely,

A handwritten signature in black ink that reads "Darrell W. McMurray". The signature is written in a cursive style with a large, prominent initial 'D'.

Darrell W. McMurray, P. E.
Engineer of Local Roads and Streets

KB/kb