

WELLBUILT DESIGN AND CONSTRUCTION
BUILDING A GREENER WASHINGTON

February 16, 2008

Independent Mathematical Contractors, Inc.
106 Pinkerton
Tacoma, WA 98402

Dear IMC:

We are contacting you on the recommendation of colleagues from the Council for the Protection of the Environment. Wellbuilt Design and Construction has recently begun the construction of the environmentally friendly Urban Waters building on the Thea Foss Waterway. At the last minute, however, the subcontractor we had working on the design of the gutters for the roofs of building has pulled out, so we are contacting your firm to determine the optimum gutter design for the development.

An optimum gutter will, of course, carry a maximum amount of water. Due to the constraints of our recycled materials, they are to be manufactured from 12 inch wide metal strips (which we can order in the lengths required to line different roof sections).

We therefore have contacted you to find the gutter design(s) that will carry the most water from the roof to the reclamation storage tanks. Because we are slated to begin construction summer 2008, we unfortunately require a fairly speedy response from you. We expect your report to be submitted by the 11th of March. If you have questions as you work to resolve the problem, we hope you will avail yourselves of the assistance of the estimable Dr. Jennifer Quinn, whom we have hired as a technical consultant for the project. You must in any event notify her of your working colleagues and initial progress on or before the 29th of February.

For your reference, we have included a copy of our requirements for technical documents. We look forward to seeing your finished report.

Yours sincerely,
Frankyl O. Y. Drite
President, Wellbuilt Inc.

Encl: Technical report requirements

THE TECHNICAL REQUIREMENTS...

Wellbuilt Design and Construction, Inc.

Technical Report Requirements

All reports submitted to Wellbuilt, Inc. should be written so that the forewomen and foremen of the construction unit implementing the report can understand and apply the information contained therein. Owing to Wellbuilt's preeminent position in the construction field all of our forepeople have degrees in engineering, and thus have had college level mathematics, including calculus---unfortunately, however, their long experience in the field precludes a ready knowledge of the same. Therefore, the reports should assume a strong precalculus and basic calculus (about half a semester of calculus I) background, but should not expect knowledge of much more than that.

Reports should further:

- Be written in the first person plural (e.g., "We found the requisite data from the figure...").
- Include mathematical formulas in the text of the body of the report as appropriate to describe the methods and results obtained. (While the report must be typewritten, it is fine to neatly hand-write formulas if that significantly simplifies its generation.)
- Clearly explain how the mathematical formulas that are included bear on the problem being solved.
- Consist of:
 - An INTRODUCTION, describing the problem to be solved, and an indication of the mathematical method used to solve it.
 - A BODY, describing the mathematical problem that was solved to answer the question(s) posed in the introduction and the solution to it.
 - A CONCLUSION, summarizing the results obtained from the solution described in the body and clearly stating their relevance to the original problem as described in the introduction.
- Be 2.5--5 pages in length.