



SPECIFICATION WORDING RECOMMENDATIONS

VOLUME 5; revision B

**PRIORITY-SCHEDULED DELIVERY
OF CONSTRUCTION PHOTOGRAPHS
VIA THE INTERNET**

***P-Tn PhotoWALKTHRU / P-Tn WebGALLERY
P-Tn Searchable CD-ROM Archive***

The following terms (as written) are slogans / pending trademarks of *P-Tn, Inc.*
'Visual Documentation' photo -- digital -- video
and these should not be included in your specification wording, unless followed by "or approved equal"
***ProgressPHOTOS ProgressSCANS RoutePHOTOS RouteSCANS VideoRECORDS
ProgressCAM WebWINDOW ProgressCAMPics ProgressCAMovie
PhotoWALKTHRU WebGALLERY***



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**VOLUME****5****DESCRIPTION****PRIORITY-SCHEDULED DELIVERY OF CONSTRUCTION PHOTOGRAPHS VIA THE INTERNET**

P-Tn's PhotoWALKTHRU provides project documentation only when requested, with prompt delivery via the internet to a custom-designed 'private' website – announcing the web address via email. This construction progress photography is completed on an 'on-call' basis for the project team. The images are promptly converted to manageably-sized (*P-Tn ProgressSCAN*) digital files and posted [typically within three days] to the internet on a custom designed, unpublished website. Team members are notified by email of the web address, for immediate viewing or printouts. Original prints and negatives, along with the digital files, are delivered to a designated project team member, on the following day. This documentation approach is applicable to construction and non-construction projects or facilities, and is a travel-saving approach for both in-town and out-of-town destinations.

To see a *P-Tn PhotoWALKTHRU WebGALLERY*, visit this webpage;

<http://www.P-Tn.com/clients/ProgressSCANS>



The following is our recommended specification wording for:

P-Tn PhotoWALKTHRU / P-Tn WebGALLERY / P-Tn Searchable CD-ROM Archive

‘PRIORITY-SCHEDULED DELIVERY OF CONSTRUCTION PHOTOGRAPHS VIA THE INTERNET’

Construction progress photography shall be completed as required on an ‘on-call’ basis, on the day following a request [weather permitting for exterior photography]. A series of twenty four (24) views shall be photographed to document the entire project (both interior and exterior), as directed by the project architect / engineer and/or owner. Each image shall be accurately identified by its future digital file number, on a written log sheet, including date of photography, direction of view, and description of subject matter, plus name, street address, and website of photographer. Photography shall be completed using 35mm format color film, [ISO 100-200; maximum ISO of 400] - with supplemental electronic flash where appropriate, and printed to 4x6 inches in size. These construction photographs shall be delivered initially via the internet, in a digital format. Overnight delivery of photographic color prints, and digital files on CD-ROM, shall follow.

ALTERNATE REQUIREMENT -- Require twelve (12) or thirty-six (36) views for the (***P-Tn PhotoWALKTHRU***) photography, based upon the project size.

AVAILABLE PhotoWALKTHRU SESSIONS

Three (3) separate [24-exposure] (***P-Tn PhotoWALKTHRU***) photo sessions shall be available to the architect / engineer and/or owner through the course of construction, and may be scheduled at their discretion. Additional photo sessions may be ordered as needed, and will be billed through the contractor, at prevailing rates.

TRADITIONAL OR DIGITAL CAPTURE

Construction photographs shall be provided in the form of (***P-Tn ProgressSCAN***) digital files. Digital images may be created originally using digital photographic equipment. The digital camera features must include a sensor capacity of at least 6 megapixels, and be capable of utilizing a (28mm) wide-angle lens, and electronic flash capable of properly illuminating large interior spaces. The digital camera must produce original raw format images which can be computer-processed to either JPEG or TIF format image files that open to display in dimensions exceeding 20x30 inches, at a minimum of 72 dpi resolution, (i.e., 1500 x 2200 pixels; minimum). These digital files may also be created from scans of the original negatives. Regardless of the source, final digital images are to be JPEG format [with minimum (NO) compression applied].

All digital image files shall be previewed for color accuracy on a calibrated computer monitor. Digital file images are not to be computer manipulated in any manner which alters the visual information in the original photograph, except for fundamental color and/or density (brightness) corrections required for proper printing or writing to CD-ROM.

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RECORDING DESCRIPTIVE INFORMATION FOR EACH PHOTOGRAPH

All descriptive project information recorded by the photographer with the original photography shall be embedded in the digital file, and incorporated with the photographic image in such a way that this information will always appear when the image file is opened for viewing, and so that it cannot readily be altered or deleted from the digital file. When viewed or printed, both the photographic image and the descriptive information shall appear together. Descriptive information must be clear and legible when presented with the image file on a computer screen, and shall be positioned so as not to obscure important parts of the photographic image. To preserve copyright protection, the photographer's name shall be included in the digital file. A unique and individual digital file name or number shall appear with this descriptive information, along with the original digital raw format file number, or the respective negative number from the original film; the digital file and all prints shall bear matching identification numbers, to facilitate cross-referencing of negatives to their respective printed digital files, and electronic files in computer storage, or on CD-ROM archives.

DIGITAL FILE NAMING CONVENTION

Digital files shall be saved in JPEG (.jpg) format, with minimum (NO) compression applied. Saved files should range in size (average) from 1.5 to 2.5 megabytes per file, unless a smaller minimum size is requested. Each file shall be assigned a unique file name [not to exceed eight (8) or ten (10) naming characters], created by using the date of the original photography [yymmdd format] followed by a two-character alpha-numeric designation for the respective view(s) photographed on that date.

POSTING (*P-Tn ProgressSCAN*) IMAGES TO THE INTERNET (*P-Tn WebGALLERY*)

Within seventy-two hours of the original photography, these digital files shall be posted to an unpublished internet website, reserved for this purpose and not readily accessible to non project team members (password protection is not required). A preview or thumbnail gallery of all the images shall be presented when initially visiting this site. By selecting and clicking on an image, an enlarged version shall be made available for viewing and/or printing. Immediately after posting of images, notification of the website address [URL] of the gallery shall be announced via email to a maximum of three recipients (designated by the owner or architect / engineer). Images shall continue to be available at this website for a period of thirty days from the original posting date, or (if requested) until thirty days after completion of the project.

DELIVERY OF COLOR PHOTOGRAPHIC PRINTS AND CD-ROM

Two (2) 4x6 [or 5x7 inch] color prints from each (*P-Tn ProgressSCAN*) digital image file, plus negatives (if they were employed), shall be delivered to the architect / engineer and/or owner, via overnight delivery service, if so requested. The prints shall be sleeved in protective archival polypropylene pages and bound into a labeled three-ring notebook; negatives (if they were employed), and a copy of the original field log sheet shall be included. Digital files shall also be written to a hybrid or PC-formatted CD-ROM disc, and included in the package with the color prints; two (2) matching CD-ROMS shall be provided. Each CD-ROM shall bear a surface label which includes the professional photographer's name and contact information, name of the project, and description of the contents.

PROOF SHEET

A proof sheet containing all digital image files from a given photography date shall be created and included with each CD-ROM; images shall be presented large enough in size to be recognizable (about the size of an original negative), and the individual file name shall appear adjacent to each respective image. [ALTERNATE REQUIREMENT -- images shall be presented large enough in size that the descriptive information embedded in the image is legible without magnification (four images per proof

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sheet), and the individual file name shall appear adjacent to each respective image.] These contact proof sheets shall be sized to 8-1/2x11 inches or less, for computer print-out, without the need for re-sizing or adjustments. Contact proof sheets shall be included, in JPEG digital format, on the respective CD-ROM where the digital file images are stored.

STORAGE / ARCHIVING OF DIGITAL FILES

The digital files shall be stored electronically by the photographer for one (1) year after completion of the project; replacement digital files shall be made available, if required, at prevailing costs for preparation and delivery.

'SEARCHABLE CD-ROM ARCHIVING OF CONSTRUCTION PHOTO DIGITAL FILES'

OPTIONAL REQUIREMENT -- Within 30 days after final completion of the project, all digitally scanned construction photographs shall be written to a single CD-ROM Disc (**a P-Tn Searchable CD-ROM Archive**), to create a 'permanent' archive of these images. Each CD shall contain the JPEG (.jpg) formatted digital files which include both the photographic image and descriptive information, identified by date-coded alpha-numeric filename - the same filenames which were delivered during construction of the project. The hybrid or PC-formatted CD-ROM shall be made searchable using keywords established by the owner and/or architect/engineer; a maximum of seven keywords per CD shall be available, and should include the month, day, year of photography for each image, and the individual image filename, plus three additional keywords which might further describe the image-files.

SEE VOLUME 1 and VOLUME 1SV – SHORT VERSION; for information regarding;
'PRE-CONSTRUCTION AND POST-CONSTRUCTION ROUTE PHOTOGRAPHY'

SEE VOLUME 3 and VOLUME 3SV – SHORT VERSION; for information regarding;
'BUILDING CONSTRUCTION PROGRESS PHOTOS'
'AIRCRAFT [FIXED-WING OR HELICOPTER] AERIAL PROGRESS PHOTOGRAPHY'
'LOW-LEVEL / GROUND-BASED AERIAL PHOTOGRAPHY'
'PLUS FINAL ARCHITECTURAL PHOTOGRAPHY'

See **VOLUME 4**, for additional information regarding;
'DELIVERY OF CONSTRUCTION PHOTOGRAPHS IN DIGITAL FORM' and
'SEARCHABLE CD-ROM ARCHIVING OF CONSTRUCTION PHOTO DIGITAL FILES'



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OUR COMPLETE
SPECIFICATION WORDING LIBRARY
IS AVAILABLE ONLINE AT
www.P-Tn.com

VOLUME 1 - PHOTO DOCUMENTATION OF SURFACE CONDITIONS FOR STREET AND PIPELINE PROJECTS

P-Tn RoutePHOTOS
P-Tn RouteSCANS

VOLUME 1SV – SHORT VERSION of VOLUME 1

VOLUME 2 - AUDIO-VIDEO TAPE RECORDINGS OF PROJECT SITE SURFACE CONDITIONS --- a SHORT VERSION is available.

P-Tn VideoRECORDS

VOLUME 2SV – SHORT VERSION of VOLUME 2

VOLUME 3 - BUILDING CONSTRUCTION PROGRESS PHOTOS --- a SHORT VERSION is available.
AIRCRAFT OR LOW-LEVEL / GROUND-BASED AERIAL PROGRESS PHOTOGRAPHY
plus FINAL ARCHITECTURAL PHOTOGRAPHY

P-Tn ProgressPHOTOS
P-Tn Aerial Progress Photography
P-Tn TetherBLIMP Aerial Progress Photography

VOLUME 3SV – SHORT VERSION of VOLUME 3

VOLUME 4 - DELIVERY OF CONSTRUCTION PHOTOGRAPHS IN DIGITAL FORM
plus SEARCHABLE CD-ROM ARCHIVING OF CONSTRUCTION PHOTO DIGITAL FILES

P-Tn ProgressSCANS
P-Tn RouteSCANS
P-Tn Searchable CD-ROM Archive

VOLUME 5 - PRIORITY-SCHEDULED DELIVERY OF CONSTRUCTION PHOTOGRAPHS VIA THE INTERNET

P-Tn PhotoWALKTHRU
P-Tn WebGALLERY

VOLUME 6 - ON-SITE 'LIVE' INTERNET DIGITAL IMAGE CAPTURE, FOR IMMEDIATE DELIVERY TO INTERNET WEBSITES

P-Tn ProgressCAM
P-Tn ProgressCAMpics
P-Tn WebWINDOW
P-Tn ProgressCAMovie