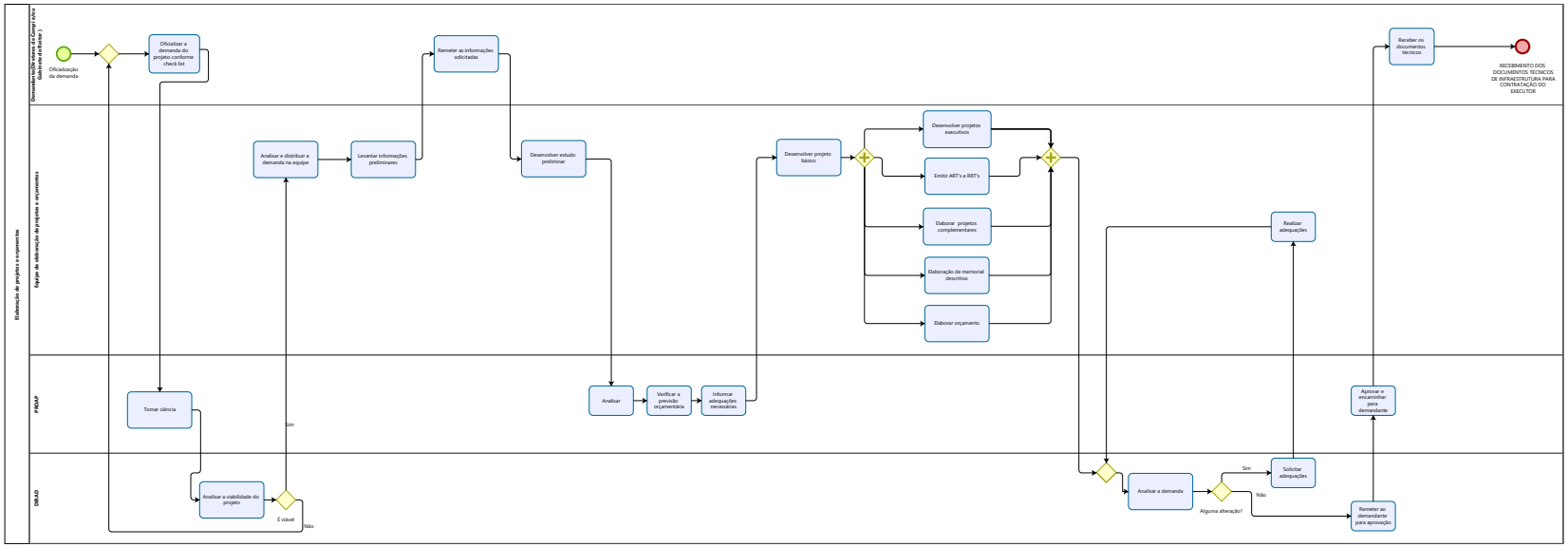1 ELABORAÇÃO DE PROJETOS E ORÇAMENTOS