



## Wisconsin Department of Transportation

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November 28, 2017

**Division of Transportation Systems  
Development**

Bureau of Project Development  
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### **NOTICE TO ALL CONTRACTORS:**

**Proposal #09: 5770-01-60  
STH 23 – Lone Rock  
WI River Structure B-52-856  
STH 130  
Richland County**

### **Letting of December 12, 2017**

This is Addendum No. 01, which provides for the following:

**Replace: Additional Special Provision 9-S; Electronic Labor Data Submittal for *State Funded Only* Projects**

The responsibility for notifying potential subcontractors and suppliers of these changes remains with the prime contractor.

Sincerely,

*Mike Coleman*

Proposal Development Specialist  
Proposal Management Section

END OF ADDENDUM

**ADDITIONAL SPECIAL PROVISION 9-S**  
**Electronic Labor Data Submittal for**  
***State Funded Only Projects***

(1) Use the Workforce Utilization Report Microsoft Excel spread sheet, or other compatible spread sheet (i.e., Google Spread Sheet), to report required labor data. Details and the Excel spreadsheet are available online through the department's highway construction contract information (HCCI) site on the Labor, Wages, and EEO Information page at:

<http://wisconsindot.gov/Pages/doing-bus/civil-rights/labornwage/default.aspx>

(2) Ensure that all tiers of subcontractors, including all trucking firms, submit their labor data electronically via the Excel spread sheet to the prime contractor within 14 calendar days of the end of each quarter (quarters are defined as January-March, April-June, July-September, and October-December). The prime contractor shall coordinate collection of their subcontractors' spread sheets and forward them to the Regional Labor Compliance Specialist within 21 calendar days of the end of each quarter. Every company or contractor providing physical labor towards completing the project is a subcontractor under this special provision.

(3) Upon receipt of contract execution, promptly make all affected companies or contractors aware of the requirements under this special provision and arrange for them to receive an Excel spreadsheet as part of their subcontract documents.

(4) The department will reject all paper submittals of information required under this special provision. All costs for conforming to this special provision are incidental to the contract.