February 3, 2011

FASTER MONTHLY EMPLOYMENT REPORT

**NOTICE**

This is a standard special provision that revises or modifies CDOT’s *Standard Specifications for Road and Bridge Construction.* It has gone through a formal review and approval process and has been issued by CDOT’s Project Development Branch with formal instructions for its use on CDOT construction projects. It is to be used as written without change. Do not use modified versions of this special provision on CDOT construction projects, and do not use this special provision on CDOT projects in a manner other than that specified in the instructions unless such use is first approved by CDOT’s Standards and Specifications Unit. The instructions for use on CDOT construction projects appear below.

Other agencies which use the *Standard Specifications for Road and Bridge Construction* to administer construction projects may use this special provision as appropriate and at their own risk.

**Instructions for use on CDOT construction projects:**

Use this special provision on projects that are in part or wholly funded by the Funding Advancements for Surface Transportation and Economic Recovery (FASTER) legislation.

February 3, 2011

FASTER Monthly Employment Report

This project is partly or wholly funded with Funding Advancements for Surface Transportation and Economic Recovery (FASTER) legislation funds received from the higher vehicle registration fees and the State government. CDOT is recording the number of jobs supported by this project and the actual amount of Disadvantaged Business Enterprise (DBE) payments made.

The Contractor shall report the number of jobs supported, created, or sustained on this project using a *FASTER Monthly Employment Report,* Form 1405. The data specified below shall be reported on Form 1405. The Contractor shall ensure that each subcontractor also submits the required employment information to the Contractor in time for the Contractor to fulfill this reporting obligation. The completed Monthly Employment Report shall be submitted by email on Form 1405 to the following e-mail address: [Programs.ProjectAnalysis@dot.state.co.us](mailto:Programs.ProjectAnalysis@dot.state.co.us)

A copy shall be given to the Engineer.

To report the actual monthly amount of DBE payments made, the Contractor shall submit the actual dollar value paid to DBE firms, including the Contractor itself, if applicable. The data shall be reported on Form 1405. The dollar amount shall be a cumulative monthly total of all payments made to DBE firms for the reporting month.

Monthly Employment Reports shall be submitted by the 25th of each month. Failure to submit the completed forms shall be grounds for a determination by the Engineer that no further progress payments are to be made until the Contractor has submitted all outstanding forms.

The Monthly Employment Report and the instructions may be found on the CDOT Forms website at

<http://www.coloradodot.info/business/designsupport/construction-specifications/2005-construction-specs/2005ssp/miscellaneous>. The Contractor shall review the instructions regularly for any changes to the reporting requirements. <http://internal/centralfiles/FormsCatalog.htm>

The Monthly Employment Report shall be completed and submitted each month from the Notice to Proceed through project acceptance.

Making the Monthly Employment Report does not relieve the Contractor and subcontractors from any other reporting requirements.