



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

May 30, 2007

SUBJECT: FAS Route 2701 (IL 37)  
Project RS-2701 (101)  
Section (103, 104, 105)RS-1  
Marion County  
Contract No. 76A81  
Item No. 57, June 15, 2007 Letting  
Addendum A

## NOTICE TO PROSPECTIVE BIDDERS:

Attached is an addendum to the plans or proposal. This addendum involves revised and/or added material.

1. Revised page 2 of the Special Provisions.

Prime contractors must utilize the enclosed material when preparing their bid and must include any Schedule of Prices changes in their bidding proposal.

Bidders using computer-generated bids are cautioned to reflect any and all Schedule of Prices changes, if involved, into their computer programs.

Very truly yours,

Eric E. Harm  
Interim Bureau Chief  
Bureau of Design and Environment

A handwritten signature in cursive script, reading "Ted B. Walschleger" followed by "P.E." in a smaller font.

By: Ted B. Walschleger, P. E.  
Engineer of Project Management

cc: Mary C. Lamie, Region 5, District 8; Roger Driskell; Estimates; Design & Environment File

TBW:DB:jc

days past the specified completion date, then liquidated damages for each working day will be deducted based on the total contract amount using the schedule in Article 108.09 of the Standards Specifications.

All roadway and shoulder work items shall be completed by the completion date with the exception of permanent pavement marking and raised reflective pavement markers which shall be completed within the allotted working days.

## **MONTHLY LABOR SUMMARY AND ACTIVITY REPORTING SYSTEM**

Effective: 1-1-1995

Revised June 2001

### **I. Monthly Labor Summary Report, Form SBE 148**

The prime contractor and each first and second tier sub-contractor, (hereinafter referred to as "subcontractor") shall submit a certified Monthly Labor Summary Report directly to the District Engineer.

This report is in lieu of submittal of the Monthly Workforce Analysis Report, Form SBE 956.

This report must be received in District Eight no later than the tenth day of the next month.

This Report shall be submitted by the prime contractor and each subcontractor, for each consecutive month, from the start, to the completion of their work on the contract.

The data source for this Report will be a summation of all personnel and hours worked on each subject contract for the month based on weekly payrolls for that month.

The Monthly Labor Summary Report is required to be submitted in one of the following formats:

- a.) For contractors having IDOT contracts valued in the aggregate at \$250,000 or less, the report may be typed or clearly handwritten using Form SBE 148 for submittal to the District Engineer for District Eight.
- b.) For contractors having IDOT contracts valued in the aggregate at more than \$250,000, the report must be submitted in a specific "Fixed Length Comma Delimited ASCII Text File Format". The subject file format is detailed on the next page. Submittal of this file may be by 3.5 inch disk, modem, or by e-mail.

### **II. Monthly Contract Activity Report, Form SBE 248**

The prime contractor and each subcontractor shall submit a monthly report directly to the District Engineer reflecting their contract activity on all Illinois Department of Transportation contracts they have in force in District Eight.

This report shall be submitted for each consecutive month, from the start, to the completion of all contracts in District Eight.

The report must be received in the District Office no later than the tenth day of the next month.

Revised 05/30/2007