North Dakota Department of Transportation

Grant Levi, P.E.
Director

Jack Dalrymple
Governor

November 5, 2015

ADDENDUM

TO: All prospective bidders on all projects scheduled for the November 13, 2015 bid opening.

Addendum No. 1 -	SC-0207(059)	-	Job No. 1
Addendum No. 3 -	SC-COIB-0427(051)	-	Job No. 2
Addendum No. 1 -	BRO-0013(027)	-	Job No. 3
Addendum No. 1 -	SC-2603(063)	-	Job No. 5
Addendum No. 1 -	BRC-2624(052)	-	Job No. 6
Addendum No. 1 -	BRO-0031(055)	-	Job No. 7
Addendum No. 2 -	BRO-0034(031)	-	Job No. 8
Addendum No. 1 -	BRC-5006(063)	-	Job No. 9
Addendum No. 3 -	NH-1-021(016)103	-	Job No. 11
Addendum No. 2 -	NHU-CNOC-1-981(109)119	-	Job No. 16
Addendum No. 2 -	SS-BRS-2-011(035)083	-	Job No. 17
Addendum No. 1 -	NH-3-052(046)185	-	Job No. 21
Addendum No. 1 -	SER-5-094(109)031	-	Job No. 29
Addendum No. 2 -	IM-8-029(159)000	-	Job No. 39
Addendum No. 2 -	SS-8-046(026)093	-	Job No. 40
Addendum No. 2 -	NHU-1-804(045)076 & NHU-1-810(025)002	-	Job No. 44
Addendum No. 1 -	SS-8-018(071)075	-	Job No. 45
Addendum No. 3 -	SS-3-030(029)105	-	Job No. 46

The following Request For Proposal revisions shall be made:

Add Special Provision: Automated Certified Payroll with the enclosed special provision revised 10/24/2015.

This addendum is to be incorporated into the bidder's proposal for these projects.

For CAL J. GENDREAU - CONSTRUCTION SERVICES ENGINEER
80:dch
Enclosures

REVISED 10/24/2015

CONTRACT SPECIAL PROVISION

AUTOMATED CERTIFIED PAYROLL

All Contractors on NDDOT federal-aid projects must file weekly Certified Payroll, as required by the Davis-Bacon Act and Related Acts (DBRA). NDDOT is moving to LCP Tracker, which is a paperless, online system for entering certified payrolls. Use of LCP Tracker will eliminate certified payroll in paper form, and contractors will only need access to a computer and an internet connection.
NDDOT encourages all contractors to file their payroll electronically, but at this time both paper and electronic submissions will be accepted.

As the option for electronic filings of Certified Payroll is offered, the responsibilities of the parties will be as follows:

Prime Contractor: After award, the Prime Contractor will receive an email and will be asked to set up a log-in and password with LCP Tracker. Whether or not the prime contractor chooses to file electronically, they must set up a Prime Approver account which will allow subcontractors to file electronically. The Prime Contractor will input information on all subcontractors and will be responsible for the review of any payrolls filed electronically. After Prime contractor approval, all electronic payrolls will automatically be forwarded to the NDDOT. The Prime Contractor will continue to be responsible for review of payrolls filed in paper form by subcontractors, and to forward these paper payrolls to the NDDOT as required under Davis-Bacon and Related Acts (DBRA).

Subcontractor: If a subcontractor chooses to file electronically, they will set up an account and receive a password and log-in. This will allow electronic filing of the certified payrolls with the Prime Approver (Prime Contractor). Alternatively, the subcontractor may file the Certified Payrolls in paper form.

NDDOT: The Project Engineer and staff will review the payrolls and will work through the Prime Contractor to address any issues with subcontractors, whether filed electronically or by paper. Access to LCP Tracker will be provided free of charge to contractors.

Information on LCP Tracker is available at www.lcptracker.com. Once a contractor is set up with an account, they may take advantage of self-guided online tutorials at www.lcptracker.net.

For further information on certified payroll, go to the NDDOT Labor Compliance page at https://www.dot.nd.gov/divisions/civilrights/laborcompliance.htm.