



# Florida Department of Transportation

JEB BUSH  
GOVERNOR

605 Suwannee Street  
Tallahassee, Florida 32399-0450

THOMAS F. BARRY, JR.  
SECRETARY

June 29, 1999

**THIS MEMO HAS EXPIRED**

## MEMORANDUM NO. 21-99

**TO: DISTRICT CONSTRUCTION ENGINEERS  
DISTRICT CONTRACT COMPLIANCE MANAGERS**

**FROM:** Greg Xanders, State Construction Engineer *Greg Xanders*  
W. Lex Chance, State Estimates Engineer *W. Lex Chance*

**COPIES:** Bill Albaugh, Ruth Dillard, Bob Burleson

**SUBJECT: WAGE SURVEY METHODOLOGY**

Currently wage survey data is collected from contractors utilizing the Monthly Summary of Wage Rates Form. This method is very time consuming and requires a great deal of paperwork due to the monthly reporting periods. In an effort to reduce this paperwork and the labor involved for both FDOT and Contractors, we are switching to an annual reporting period. A new form, **Contractor's Annual Project Summary of Wages**, is being developed for this purpose.

**Effective July 1, 1999, Monthly Summary of Wage Rates Forms will no longer be required.** Contractors will submit annual wage reports utilizing the new annual wage rate form. This form will be available from Mark Wright in the Central Office on or after July 1, 1999. The yearly reporting period will be from July 1 through June 30<sup>th</sup> based on significant peak weeks for each individual classification. The report will be due October 1 in the Resident Engineer's Office and October 15 in Tallahassee, beginning in the year 2000.

Mark Wright will be available at District locations upon request, for training on annual surveys and using the new Contractor's Annual Project Summary of Wages Form. For additional information and to schedule training, Mark may be reached at (950) 414-4251 or SC 994-4251.

Your help in this important matter is greatly appreciated.

XC/wc