

**PROSECUTION AND PROGRESS – SUBLETTING OR ASSIGNING OF CONTRACTS.  
(REV. 6-24-14)**

ARTICLE 8-1 is deleted and the following substituted:

**8-1 Subletting or Assigning of Contracts.**

Do not, sell, transfer, assign or otherwise dispose of the Contract or Contracts or any portion thereof, or of the right, title, or interest therein, without written consent of the Department. If the Contractor chooses to sublet any portion of the Contract, the Contractor must provide a written request to sublet work on the Certification of Sublet Work form developed by the Department for this purpose. With the Engineer's acceptance of the request, the Contractor may sublet a portion of the work. The Certification of Sublet Work request will be deemed acceptable by the Department, for purposes of the Department's consent, unless the Engineer notifies the Contractor within 5 business days of receipt of the Certification of Sublet Work that the Department is not consenting to the requested subletting.

Include in the total Contract amount the cost of materials and manufactured component products, and their transportation to the project site. For the purpose of meeting this requirement the Department will not consider off-site commercial production of materials and manufactured component products that the Contractor purchases, or their transportation to the project, as subcontracted work.

Execute all agreements to sublet work in writing and include all pertinent provisions and requirements of the Contract. Upon request, furnish the Department with a copy of the subcontract. The subletting of work does not relieve the Contractor or the surety of their respective liabilities under the Contract.

The Department recognizes a subcontractor only in the capacity of an employee or agent of the Contractor, and the Engineer may require the Contractor to remove the subcontractor as in the case of an employee.

SUBARTICLE 8-3.2 is deleted.

SUBARTICLE 8-3.5 is deleted and the following substituted:

**8-3.5 Preconstruction Conference:** Immediately after executing the Contract but before the Contractor begins work, the Engineer will call a pre-work conference at a place the Engineer designates to go over the work aspects of the project. Attend this meeting, along with the Department and the various utility companies that will be involved with the road construction.