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JOHN R. COOPER
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~~November 19, 2021~~ **Revised November 22, 2021**

Construction Information Memorandum (CIM) No. 1 – 2021

(CIM 2 – 2004 dated November 23, 2004 is hereby rescinded)

TO: Region Engineers

ATTN: Area Operations, Construction, & Local Transportation Engineers

FROM: Kyle M. Leverette, P.E. *KML*
State Construction Engineer

Changed excluding to including *

RE: Payments to Subcontractors

Special Provision No. 18-0109, effective January 1, 2021, amended Article 109.08 of the Standard Specifications, 2018 Edition, regarding payments to subcontractors. The special provision changed the timeframe allowed for a prime contractor to make payment to all subcontractors, for work satisfactorily performed, to within 14 calendar days (**including*** Saturdays, Sundays, and holidays) of the Contractor's receipt of partial payment from the ALDOT.

It shall be the responsibility of the Project Manager to check the prime contractor's compliance with the contract requirements regarding payments to subcontractors through periodic reviews in accordance with the following:

- At least one review will be required for every six months of project life
- Projects of short duration, that is six-months or less, will have at least one review
- These reviews shall include the contractor's monthly estimate, a breakdown of the subcontractor's pay items and monthly quantities, a copy of the cancelled check, and a copy of the required notarized certification statement
- The actual timing of the reviews will be at the discretion of the Project Manager
- The Project Manager shall furnish one copy of the review findings to the Area Office

Any non-compliance findings will be forwarded to the Region and the Construction Bureau for review and further handling.

Please advise should you have any questions concerning this memorandum.

KML/kml

pc: Mr. George Conner, PE
Mr. Bill Patty
Mr. Tony Harris
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Mr. Ed Austin, PE
Mr. Scott George, PE
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