



TRANSPORTATION CABINET

Frankfort, Kentucky 40622
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Steven L. Beshear
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CONSTRUCTION MEMORANDUM

No. 01-2015

TO: Chief District Engineers
TEBMs for Project Delivery and Preservation
Section Engineers

FROM: Ryan Griffith, P.E. *RCG*
Director, Division of Construction

DATE: January 9, 2015

SUBJECT: End-of-calendar-year Contractor Performance Reports on active projects

The process for completing Contractor Performance Reports is being revised slightly effective immediately. End-of-calendar-year contractor performance reports will not be required on active projects that were not completed in the prior year. However, similar to the policy on subcontracts under \$50,000, contractors or subcontractors may request an end-of-calendar-year performance report. Also, the Engineer may elect to complete an end-of-calendar-year performance report.

Please note that if an end-of calendar-year report is completed that the Engineer should notify the Central Office construction liaison and the Division of Construction Procurement.

Please contact this office with any questions.

C: S. Waddle KAHC
B. Lewis PAIKY
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