



Wisconsin Department of Transportation

April 21, 2015

**Division of Transportation Systems
Development**

Bureau of Project Development
4802 Sheboygan Avenue, Rm 601
P O Box 7916
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NOTICE TO ALL CONTRACTORS:

**Proposal #33: 1009-32-33
Oneida Wetland Mitigation Bank
Northeast Region
Non-Hwy
Brown County**

Letting of May 12, 2015

This is Addendum No. 2, which provides for the following:

Special Provisions

Added Special Provisions	
Article No.	Description
18	Native American Hiring

The responsibility for notifying potential subcontractors and suppliers of these changes remains with the prime contractor.

Sincerely,

Mike Coleman

Proposal Development Specialist
Proposal Management Section

ADDENDUM NO. 1

1009-32-33

April 21, 2015

Special Provisions

18. Native American Hiring.

Pre-Bid

Before bid submittal, contact the Oneida Tribe of Indians of Wisconsin (Oneida Nation) to provide information on hiring procedures and future employment opportunities, and gather information on the tribal work force.

Oneida Tribe of Indians of Wisconsin (Oneida Nation) tribal labor office contact information:

Corina D. Williams
Tribal Historic Preservation Officer (THPO)
Oneida Tribe of Indians of Wisconsin
Tribal Office
P.O. Box 365
Oneida, WI 54155-0365
Email: cwilliam@oneidanation.org
Phone: 920-496-5395 (Cultural Heritage)

Maintain documentation of all efforts made to communicate with (insert specific tribe who will serve as contact). Pre-bid, present documentation in conjunction with the DT1633 form. The Eligible Bidders list will not be updated until this documentation is received. Include the following information in documentation:

Proposal number/route number/termini/county
Person(s) contacted
Method of communication (phone, email, written, in person)
Information exchanged (hiring procedures, available positions, referrals received, employee performance, etc)

After Execution

At a minimum of 3 days before the tribal coordination meeting, contact the Oneida Tribe of Indians of Wisconsin (Oneida Nation) to provide the following information regarding available employment opportunities for prime and subcontractors:

Job classification/trade
Job qualifications and required skills
Employment period
Wage
Copy of job application

After receiving employment opportunities, the THPO shall within two business days provide employment referrals or provide other recruitment sources to obtain qualified referrals.

Document all efforts made to communicate job opportunities and the results of hiring activities throughout the life of the contract. At any time during the life of the contract, provide (Insert tribe) communication documentation within 5 business days of request by the department.

Tribal Coordination Meeting

Between execution of contract and the project preconstruction conference, setup and coordinate a meeting with the Tribal officials and leaders at Oneida Tribe of Indians of Wisconsin (Oneida Nation) and notify and invite WisDOT Statewide Tribal Liaison, 4802 Sheboygan Ave, RM 451, P.O. Box 7965, Madison, WI 53707-7965, kelly.jackson@dot.wi.gov, 608-266-3761. Prime contractor and all

subcontractors shall be present. Discuss available employment opportunities and other tribal areas of interest such as scope of work, Tribal regulations, borrow sites, waste sites, and available aggregate.

Project Completion

As a part of the document submittals required under standard spec 109.7, submit documentation summarizing communications regarding job opportunities throughout the life of the contract. Provide final report to the tribe and Statewide Tribal Affairs compiling the results of hiring activities for the prime contractor as well as for subcontractors at all tiers.

END OF ADDENDUM