

**"As usual what's
urgent leaves no
time for what's
important,"**

Mafalda



If we can't solve
it via email, IM,
texting, faxing, or
phone calls, let's
resort to meeting
in person.

someecards



Letters and Forms

Michael Baumann, WisDOT

March 5, 2019

Northwest Region Annual Utility Conference



Overview of Presentation

1. Revised Forms

- *Buy America Certification (DT2249)*
- *Agreement Forms*
- *Conveyance of Rights in Land (DT1660)*

2. Revised Letters

- *1078 Cover Letter*
- *1078 Revision Letter*
- *Work Plan Approval*
- *Utility Invoice Dispute*

3. Questions and Contacts

**I KNOW THE VOICES
AREN'T REAL,
BUT MAN DO THEY
COME UP WITH
SOME GREAT IDEAS**



Revised Forms

► Buy America Certification (DT2249)

- Separate tables for compliant and non-compliant items

DOMESTIC MATERIALS					
Manufacturer / Supplier Address City, State, Zip Code	Product Description	Quantity*	Unit (LF, Ton, Each, etc.)	Heat Number	Mill / Fabricator

FOREIGN MATERIALS			
Manufacturer / Supplier Address City, State, Zip Code	Product Description	Quantity*	Unit (LF, Ton, Each, etc.)

- Revised language for Materials Used

MATERIALS USED

(Check All Applicable)

- ☐ **Domestic Material.** All manufacturing processes and coatings occurred in the United States for these materials.
- ☐ **Foreign Material.** All or part of the manufacturing processes and coatings may have occurred outside the United States for these materials. The cost of these materials, including delivery is \$.
- ☐ **No Steel or Iron Products.** No steel or iron products subject to the Buy America Provision were used.

- Updated Company Statement of Certification

COMPANY STATEMENT OF CERTIFICATION

COMPANY hereby certifies, by signature below, that it is compliant with the Buy America Law (23 United States Code (U.S.C.) Section 313) and the Buy America Provision (23 Code of Federal Regulations (CFR) 635.410).



Revised Forms

► Agreements

- DT 1541, DT 1542
- DT 2193, DT 2194
- DT 1575
- DT 2192

► Changes:

- Consistent format
- Revised project information section
- Update signature blocks



Revised Forms

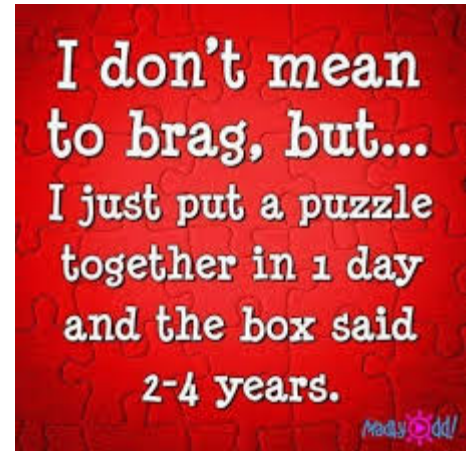
► Conveyance of Rights in Land (DT1660)

- Updating language

GRANTOR, for and in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, grants and conveys any and all rights and interest which, by virtue of prior title, easement, license, or other legal devices, GRANTOR holds in the land described below to the State of Wisconsin, Department of Transportation, GRANTEE, for the purposes of constructing, operating, and maintaining a public highway and appurtenant facilities on, over, under, or across the said land; provided, however that GRANTOR may remain in the granted area via permit issued by GRANTEE to cross, traverse, or otherwise occupy said land pursuant to such permit issued by GRANTEE with its present and future overhead or underground transmission lines, appurtenant facilities, and supporting structures in a manner consistent with the purposes of this conveyance and in a manner which will not interfere with normal highway maintenance and operation; provided, further, that the costs of any relocation or alteration in the future, of the transmission lines, appurtenant facilities, or supporting structures when required by the GRANTEE for any reason, including accommodating future expanded or additional highway facilities on, over, under or across said land, will be paid by the GRANTEE; provided, however, that the costs of such relocation or alteration, for new or additional facilities placed subsequent to this grant will be paid by the GRANTOR.

This conveyance shall be binding on the GRANTOR, GRANTEE, and their respective successors and assigns.

Other persons having an interest in record in the property: None



- Updated signature authorization statement

The undersigned certify that this instrument is executed with the full right, power, and authority to do so on behalf of GRANTOR.



Revised Letters

▶ 1078 Cover Letter

- Reduced white space
- Use EPSE and E-Let if applicable
- CC not on letter if not applicable

▶ 1078 Revision Letter

- Reduced white space
- Removed unnecessary language
- Format revised
- Compensable and Non-Compensable items are separated
- Clearer description of what must be done
- Allow use of an email in place of 1078 Acknowledgement



Revised Letters

► Work Plan Approval Letter

- **Three options to chose from**
 - *Work Plan Approval*
 - *Work Plan and Agreement Approval*
 - *Work Plan Approval – No Conflict*
- **Reduced white space**
- **Removed unnecessary language so more bullet point format**
- **Optional language so fits project**
- **Three options for status of real estate acquisition**



Revised Letters

- ▶ **Utility Invoice Dispute Letter**
 - Reduce white space
 - Simplified by using bullet point format
 - Tied to Notice of Vendor Good Faith Dispute/Improper Invoice (DT 1568)



Buy America “Questions and Contacts”

- ▶ Any questions?



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