

# CORRESPONDENCE MEMORANDUM

DT1175 1/2003

Wisconsin Department of Transportation

Date: August 31, 2009

To: All Consultants Doing Business with WisDOT

From: Kevin Chesnik, Administrator  
Division of Transportation System Development

Subject: Contract Reductions Due to Economic Restrictions

Due to the current difficult state economic conditions, all state agencies were directed to review and reduce their existing contracts where feasible. The Department has deemed it appropriate, that consultant contracts be reduced in total contract value by 3.28% for the period from Sept 1, 2009 to June 30, 2011. The reduction will apply to all work efforts identified in the consultant contract with WisDOT during this time period. This amendment does not affect or alter the scope of the contract or the deliverables within the original contract, all other terms and conditions will remain the same.

WisDOT will be identifying consultant contracts that have work effort between September 1, 2009 and June 30, 2011. Secondly, WisDOT will have teams in place to review, assess, and determine the reduction on a contract by contract basis. WisDOT will then develop an individual amendment for each consultant contract. Once **ALL** contracts for a particular firm are finalized, a face to face meeting to discuss the details will be scheduled. Implementation will begin one week after the face to face meeting.

We appreciate your cooperation as we work through these difficult economic times. If you have any questions about this effort, please contact Mr. Shiva Sathasivam, at (608) 267-6777.