

LESSEE HIRING AGREEMENT

Contract Details:

Let Date:	Total \$ Value to Subcontractor: (Subcontractor/Broker project value)
Project ID:	Project Location: (Region/Highway)
Name of Subcontractor/Broker Firm: (Broker's Name)	
Name of Lessee: (DBE/Non-DBE Lessee firm)	
Type of Material Hauled: (e.g. Aggregates, Common, Excavation, HMA etc.)	
Hire \$ Value to Lessee: (Agreement amount)	# of trucks: (supplied by lessee for this project)
➤ Cost per unit payment: _____ (Hourly/Tonnage) (Rate amount + Circle One)	

Subcontractor/Broker Firm:

<p><u>In Signing</u> I certify that I made arrangements with the participating DBE firm to perform the transport of the material indicated above for the Hire Value listed above.</p> <p><input type="checkbox"/> DBE Firm <input type="checkbox"/> Non - DBE Firm (Check if DBE or Non-DBE Firm)</p>	Firm Name:	
	Firm's Representative:	
	Address:	
	Phone #:	Fax #:
	Representative's Signature:	
	Preferred Method of Contact: (e.g. Phone/fax/email)	

Subcontractor/Broker Firm notifies the DBE Office of when Lessees are scheduled via email to paul.ndon@dot.wi.gov

- Copies of load tickets are due _____. (Day of the week)
- Certified Payroll Required/Not Required. Due _____. (Day of the week)
{Lessee is responsible for all Load Tickets and Certified Payroll}

Lessee:

<p><u>In Signing</u> I certify that I made arrangements with the Subcontractor/DBE Firm to perform the transport of the material indicated above for the Hire Value listed above.</p> <p><input type="checkbox"/> DBE Firm <input type="checkbox"/> Non - DBE Firm (Check if DBE or Non-DBE Firm)</p>	Firm Name:	
	Firm's Representative:	
	Address:	
	Phone #:	Fax #:
	Representative's Signature:	
	Fleet Number(s)	

Attachments:

- Proposed project schedule:
 - Project trucking Start date & Project trucking end date
 - Day and/or Night trucking?
- Crediting:
 - # of owned trucks used on the project
 - # of leased trucks used on the project (DBE & Non-DBE)

* Lessees are to contact Subcontractor/DBE Firm for schedule and work related issues and use the DBE Office Paul Ndon, as resource for contractual requirements.

*All Lessees to be utilized on the project must be listed as a subcontractor in the Civil Rights & Compliance System

*A "Lessee Hiring Agreement" form must be submitted for each lessee used on the project.

Contact the Trucking Utilization Specialist via phone at (414) 438-4588 or email to paul.ndon@dot.wi.gov, with any questions.

Posted on WisDOT website at: <http://www.dot.wi.gov/business/engrserv/docs/hiringagreemnt.pdf>

(Section A)

Last update December 3rd, 2012