



June 8, 2009

City of Chicago
Richard M. Daley, Mayor

Department of Community
Development

Chris Raguso
Acting Commissioner

City Hall, Room 1000
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4190
(312) 744-2271 (FAX)
(312) 744-2578 (TTY)

<http://www.cityofchicago.org>

Mr. Mohammad Siddiqi
7516 West Farwell Street
Chicago, Illinois 60626

Project Name: ASAT, Inc.
Project Address: 6401 North Rockwell
Project Type: DCD/TIF

Dear Mr. Siddiqi:

The above-referenced project is subject to **prevailing rates** as applicable under the Illinois Prevailing Wage Act. Compliance with the regulations governing this includes, but is not limited to, the timely submission of certified payrolls for the general contractor and all subcontractors. Proof of payment of wages and fringe benefits must be made available upon request including front and back copies of cancelled checks, copies of site log sheets and employee time cards.

Attached is a listing of the documentation necessary to update our files. To avoid any delay in receiving your funds, please submit the requested documents. This documentation should be submitted to Toni Rodriguez, Program Auditor III, no later than ten working days from the date of this notice. Continued noncompliance can result in sanctions against the project, the developer, the general contractor, and/or affected subcontractors. As a general reminder, certified payrolls should be submitted on a weekly basis. Adhering to this requirement will allow for the efficient and timely processing of the development's payouts.

If you have any questions, please feel free to contact Toni Rodriguez at (312) 742-0070.

Very truly yours,

Bill Povalla
Assistant Commissioner

cc: Neil Mudigonda
Crown Construction

P. Curtin
B. Eager
B. Povalla
C. Jang
T. Rodriguez
File



**DOCUMENTATION REQUIRED FOR
ASAT, INC., 6401 NORTH ROCKWELL**

Crown Construction All contractors on the project must fully explain in detail on company letterhead any deductions labeled “Other” on the Certified Payrolls (i.e. child support, alimony, vacation, union dues, etc.). Also, please provide signed authorization or copies of court orders for each employee showing such deductions.

Please provide a complete Contractor Activity Report with an Annual or Courtesy letters for those contractors that are certified by the City as M/WBE. Each submission of the Contractor Activity Report must be accompanied with a copy of a Contractor’s Sworn Statement.

Indicate the first payroll using the word “initial” along with the Number One (1) and the last payroll using the work “final” next to payroll number.

Each week ending date must coincide with the specified “seven-day” workweek (each day & date must be listed; 7 days apart from each payroll).

All payrolls must list the Employees name, complete address, social security number, telephone number, gender and ethnicity.

All payrolls must show a work classification listed in accordance with the wage decision assigned to this project. Foreman, Journeyman and Apprentice alone is not an acceptable work classification.

All payrolls must show a breakdown of City, Non-City and Combined Total hours.

All Statements of Compliance must indicate how fringes are paid.

Each Statement of Compliance must be signed by a principal of the firm. If a person who signs is not a principal of the firm an Authorization for Payroll Agent form must be submitted with each initial payroll.

Please submit all payrolls to date.