

## **Municipal Contractor's Instructions FHWA 1391 Form**

All Contractors performing work on Municipal Contracts must submit a 1391 Form reporting on **their own** workforce and assure that all of their active subcontractors performing are informed that they need to submit a 1391 Form(s) to Connecticut Department of Transportation. All Contractors should monitor the compliance of their subcontractor's submission of the FHWA 1391 Form(s).

Please examine the attached documents and detailed instructions on how to complete and submit the report electronically. Contractors – please forward the attached documents to your subcontractors who performed work in July 2015.

If you have any questions, contact Phylisha Coles at (860) 594-2178 or at [Phylisha.Coles@ct.gov](mailto:Phylisha.Coles@ct.gov). Your cooperation in this effort is greatly appreciated.