



Connecticut DOT

Number: CB-2022-2

Bureau of Engineering and Construction

Date: July 1, 2022

CONSTRUCTION BULLETIN

DCO Division Chief

Electronic Submissions for Requests to Subcontract Documents

In accordance with [ECD-2022-1](#), all Requests to Subcontract (CLA-12) documents related to construction projects shall be sent to the Division of Construction Operations (DCO) through COMPASS or AASHTOWare Project (AWP) as detailed below.

For projects with specifications that require the contractor to submit CLA-12s through AWP follow the AWP guidance for CLA-12 submittals found [here](#).

Effective 07/15/2022, for all SiteManager and AWP projects that do not contain specifications requiring the Prime Contractor to submit CLA-12s through AWP, the Prime Contractor shall submit CLA-12s through COMPASS.

The Prime Contractor will be required to submit all CLA-12s through COMPASS, in accordance with the DPDM using the following naming convention: “**0000-0000 CLA-12 subcontractor name**” (limit of 50 max characters). All COMPASS sites should be updated to include the DCO designated contact person, as the owner of CLA-12 submittals. (Until a centralized contact list is established, please contact the DCO Transportation Supervising Engineer responsible for subletting and civil rights related matters to obtain the contact’s name.) The latest CLA-12 forms may be found [here](#). Paper submissions will no longer be accepted.

The Office of Construction district personnel responsible for administering construction projects, should inform all contractors with active projects of this update.