Class name: Civil Rights and Labor (CRL) - AASHTOWare Transport Product

Sponsor: Mn/DOT Office of Civil Rights and Mn/DOT Office of Construction and Innovative Contracting, Labor Compliance Unit. For content questions, please contact Charles Groshens at charles.groshens@state.mn.us or 651-366-4209.

Audience and description: For contractors, payroll administrators, IT professionals and managers. Learn about the AASHTOWare, Project, Civil Rights & Labor system which provides a more accurate way to meet government reporting requirements.

Learning objectives:
- Computer system requirements
- Electronic filing of contractor payrolls
  - Methods of submitting payroll records: manual data entry & electronic XML import
  - Prime contractor review and approval of entered subcontractor payrolls
- Electronic submission of Request to Sublet information
- Electronic Prompt Pay requirements (subcontractor payments)
- Apparent Low Bidders: bidders and quoters lists submitted through electronic access

Registration by email: Email your training session date, time, name, title, employer, address, and phone number to LCUTrainings.dot@state.mn.us. Multiple attendees may be registered within the same email. Include all requested registration details. Confirmations will be sent by email. Contact Amanedia Dear at amanedia.dear@state.mn.us or 651-366-4202 with your registration questions.

Dates, times and locations:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Training Room(s)</th>
<th>Seats open</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/20/19</td>
<td>8-12:00</td>
<td>Detroit Lakes</td>
<td>D109</td>
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<tr>
<td>3/7/2019</td>
<td>12-4:00</td>
<td>Duluth</td>
<td>Lake Superior A &amp; B</td>
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<tr>
<td>3/12/19</td>
<td>12-4:00</td>
<td>St. Cloud</td>
<td>Lewis North/Central</td>
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<tr>
<td>3/13/19</td>
<td>12-4:00</td>
<td>Baxter</td>
<td>D3A &amp; Lunchroom W</td>
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<tr>
<td>3/19/19</td>
<td>12-4:00</td>
<td>Chaska Truck Station</td>
<td>Training Room</td>
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<tr>
<td>4/3/2019</td>
<td>12-4:00</td>
<td>Arden Hills</td>
<td>Room 1</td>
<td></td>
</tr>
<tr>
<td>4/16/19</td>
<td>12 - 4:00</td>
<td>Rochester</td>
<td>Mississippi East &amp; West</td>
<td>18</td>
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<tr>
<td>4/17/2019</td>
<td>12 - 4:00</td>
<td>Mankato</td>
<td>River Center &amp; Southern Prairie</td>
<td>22</td>
</tr>
</tbody>
</table>

Locations are listed on Page 2
Locations:

Arden Hills: MnDOT Training & Conference Center, 1900 County Road I West, Shoreview, MN 55126
Phone: 651-366-5252

Baxter: MnDOT Baxter, 7694 Industrial Park Rd, Baxter, MN 56425
Phone: 218-846-3600

Chaska Truck Station: 4725 Chaska Blvd., Chaska, MN 55318
Phone: 952-905-7900

Detroit Lakes: MnDOT Detroit Lakes, 1000 Highway 10 West, Detroit Lakes, MN 56501
Phone: 218-846-3600

Duluth: MnDOT Duluth, 1123 Mesaba Avenue, Duluth, MN 55811
Phone: 218-725-2700

Mankato: MnDOT Mankato, 2151 Bassett Drive, Mankato, MN 56001
Phone: 507-304-6100

Rochester: MnDOT Rochester, 2900 – 48th Street N.W., Rochester, MN 55901
Phone: 507-286-7500

St. Cloud: MnDOT St. Cloud, 3725 – 12th Street North, St. Cloud, MN 56303
Phone: 320-223-6500

For more information, visit http://www.dot.state.mn.us/const/labor/