

EXHIBIT F-9

Special Reporting Requirements

1.0 This **Exhibit F9** sets forth the reporting that Contractor is required to submit to Owner pursuant to **Sections 25.23 and 25.24** of the Agreement,

2.0 Definitions

- 2.1 Capitalized terms used but not defined in this **Exhibit F9** will have the meanings assigned them in the Body of the Agreement.
- 2.2 “**NUC**” means a non-union contractor (i.e. a business enterprise) with primary operations utilizing non-union labor.
- 2.3 “**UC**” means a union contractor (i.e. a business enterprise) with primary operations utilizing union labor.
- 2.4 “**VOB**” means a veteran owned business enterprise Certified as being at least 51% owned by one or more veterans (or in case of any publicly owned business, at least 51% of the stock of which is owned by one or more veterans) whose management and daily business operations are controlled by one or more of such veterans.

3.0 Expenditure Definitions

- 3.1 Direct expenditures are those equipment, materials and services acquisitions by Contractor or any Subcontractor from MBEs/WBEs/DBEs/VOBs/LCs/UCs/NUCs directly attributable to the Agreement. Direct expenditures shall be reported at 100% of cost.
- 3.2 Indirect expenditures are those equipment, materials and service acquisitions from MBEs/WBEs/DBEs/VOBs/LCs that cannot be identified or apportioned to any specific customer. For example -- "overhead" items such as paper, computing expenses, or office maintenance incurred by your company. Also included would be any and all equipment, materials and services purchased from MBEs/WBEs/DBEs/VOBs/LCs that are used in the direct production of your product or service. For each MBE, WBE, DBE, VOB, or LCs paid an indirect expenditure during a year, the indirect expenditures shall be proportionately allocated by multiplying the Allocation Factor (see formula below) by the amount of indirect expenditures paid to it. The formula for the Allocation Factor is:

$$\frac{\text{Agreement Price invoiced this reporting year}}{\text{Total sales this reporting year}} = \text{Allocation Factor}$$

For reports made for portions of a year, year to date invoicing and sales numbers will be used.

Example: Contractor’s total YTD sales are \$50 million; Agreement Price invoiced YTD is \$3 million, and total indirect expenditures paid to Acme Co. (an MBE) are \$5,000,000.

$$\frac{\$3,000,000}{\$50,000,000} = 0.06$$

$$5,000,000 \times 0.06 = \$300,000 \text{ (Owner's allocation of the Acme indirect MBE expenditure)}$$

For indirect expenditures, only this allocated amount should be reported. For both direct and indirect expenditures, list the names of the business enterprise, addresses, and dollar amounts.

4.0 Reporting

Complete monthly each of the following two tables with year to date information and submit the completed tables with each monthly invoice.

MBE/WBE/DBE/VOB/LC/UC/NUC

Date: _____, 20__

Contractor: _____

Contract/Purchase Order No. (if applicable) : _____

Address/Phone: _____

Submitted By: _____

_____ Title: _____

SUBCONTRACTOR/SUBSUPPLIER INFORMATION:

NAME	CONTACT PERSON	TELEPHONE NO	TAX ID	GOODS AND SERVICES PROVIDED	MBE/WBE/DBE/VOB/LC/UC/NUC	ORIGINAL PROPOSED EXPENDITURES	YTD DIRECT PAYMENTS	YTD ALLOCATION OF INDIRECT PAYMENTS	PROJECTED ANNUAL TOTAL
			TOTAL				\$	\$	

LOCAL HIRES

Date: _____, 20__

Contractor: _____

Contract/Purchase Order No. (if applicable) : _____

Address/Phone: _____

Submitted By: _____

Title: _____

Complete table for Contractor and each Subcontractor that employees any Local Hires to perform Work under this Agreement

NAME	CONTACT PERSON	TELEPHONE NO	TAX ID	NUMBER OF LOCAL HIRES PERFORMING WORK	HOURS OF WORK BY LOCAL HIRES	TOTAL PAYROLL PAID TO LOCAL HIRES
			TOTAL			\$