



WAP Notice 10-11-09

Issuance Date: October 25, 2011

End Date for ARRA Production / Invoicing

February 29th 2012 – Wednesday

is the end date of ARRA invoicing by agencies to the State.

Plan accordingly. There will be no exceptions, as this allows the State only a minimum amount of time to perform all its due diligence to meet DOE's performance period deadline.

As of **February 29th 2012 – Wednesday**, all invoices must be submitted to the State through HES. All required exhibits and documents (NEATs, Manual Js, photos, etc.) must be included. Davis Bacon certified payrolls must be up to date; submitted on time, which is by the Friday of the week following the work week. Invoices submitted without payrolls that are already due will **not be paid**. (It is possible that there may be a few invoices submitted by Feb. 29th that have payrolls due the following week (first full week of March). These will only be paid **if** the payroll is then received on time.)

Now is the time to start planning and to have in place a smooth running, fully compliant routine so that nothing goes unpaid. Further guidance will begin to follow shortly. Thank you for all of your best efforts. If you have any questions, please ask.