

C-700-L1C  
(11-2009)



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001  
OFFICE OF THE DIRECTOR

FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Federal construction is an important sector of our economy and must be measured on a regular basis. The U.S. Census Bureau surveys federal construction projects in the United States to estimate monthly federal construction activity. The statistics derived from this survey are used by builders, manufacturers, suppliers, financial institutions, governmental agencies, and others to anticipate changes in building activity. They also are used to compute an important component of the Nation's Gross Domestic Product. We are authorized to collect this information under Title 13, United States Code. Information provided by each respondent is aggregated to use for statistical purposes only.

The enclosed "Construction Project Report," Form C-700(F), identifies and describes a project that was sampled from published sources for inclusion in this survey. To limit cost and respondent burden, we survey only a small sample of projects. Therefore, your cooperation is especially important. This voluntary survey has been approved by the General Services Administration as part of an interagency reporting requirement.

We recognize that completing any questionnaire requires some work, and we try to reduce the reporting burden on our respondents. On the initial request, we ask for the start date, total cost estimates, and monthly figures on the value of work done from the start of construction through the previous month. It is particularly important that you give us your best estimate from Item 5c. We estimate that it will take approximately 30 minutes to provide this information. Thereafter, until completion, each month we ask for only a single figure on the value of work done in the previous month. If this number is not readily available from your records, your best estimate is acceptable. We estimate that this will require 10 minutes of your time each month.

**Please complete and mail or fax (1-800-845-8245) the original form within 7 days, even if the project has not started.**

If you have any questions, call our toll-free number (1-800-845-8246) Monday through Friday, 8 a.m. to 5 p.m. (Eastern Time). A supervisor may monitor the call to ensure accurate and courteous service. For your information and use, already published construction spending data are available online at **[www.census.gov/constructionspending](http://www.census.gov/constructionspending)**.

Thank you for your cooperation.

Sincerely,

Robert M. Groves

Enclosure