Dear Consultant: The Office of Civil Rights/Affirmative Action, in coordination with the Bureau of Professional Services/Procurement, is launching an effort to expedite the **Goal Compliance Form** submittal requirement process for the New Jersey Department of Transportation. This letter is an explanation of the new electronic **Goal Compliance Form** submittal process.

Currently, all prime consultant firms are required to submit the Goal Compliance Form with DBE/ESBE/SBE sub consultant payments to the Bureau of Professional Services with the monthly invoice.

**Effective June 1, 2015** all Professional Service firms can submit the Goal Compliance Form confirming DBE/ESBE/SBE sub consultant payments through the NJ Portal at <http://state.nj.gov> , if your firm has not previously registered through [Trnsport@dot.nj.gov](mailto:Trnsport@dot.nj.gov) , please follow the attached registration instructions.

FAILURE TO CARRY OUT THIS REPORTING REQUIREMENT IS A MATERIAL BREACH OF CONTRACT, WHICH MAY RESULT IN THE TERMINATION OF CONTRACT OR SUCH OTHER REMEDY AS THE RECIPIENT DEEMS APPROPRIATE.

The Office of Civil Rights/Affirmative Action is the point of contact for all the compliance questions you may have. Please reach out to that office, in particular Jeffery Overton, Supervising Officer, Contract Compliance/Civil Rights. His phone number is 609-530-3888. His e-mail address is Jeffrey.Overton@dot.nj.gov