

New Jersey Department of Transportation

1035 Parkway Avenue, PO Box 600, Trenton, New Jersey 08625-0600



Baseline Document Change Announcement

Revised *EEO Special Provisions* for Federal-Aid Contracts BDC96S-011

March 27, 1998

MEMORANDUM Baseline Document Change

Subject: Issuance *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts, pages No. 1 to 11 inclusive, dated February 1976, Revised April 1984, November 22, 1988 and March 1998

The *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts attachment to the Special Provisions/Supplementary Specifications have been revised and are issued for immediate use in Department projects that have not been advertised as of the date of this memorandum.

As requested from the Office of Affirmative Action and Civil Rights, these revisions will clarify the Contract Training Special Provisions for construction related contracts. The revisions to Items 7 and 10 of the Equal Employment Opportunity Special Provisions are as follows:

- Item 7 "Training and Promotion"
 - ◆ Rename Item to "Training Special Provisions"
 - ◆ The "Training Special Provisions" will no longer constitute an attachment, but will become Item 7 of the EEO Special Provisions along with former items 7a,c and d
- Item 10 "Documents and Reports", Subsection c
 - ◆ Add reference to the FHWA-1391 July Report

The following change shall be made to the Special Provisions/Supplementary Specifications in order to include the revised *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts attachment:

Under "SPECIFICATIONS TO BE USED", replace "*Equal Employment Opportunity Special Provisions*, pages 1 to 5 inclusive, dated February 1976, revised April 1984 and November 22, 1988" with "*Equal Employment Opportunity Special Provisions*, pages 1 to 11 inclusive, dated February 1976, revised April 1984, November 22, 1988 and March 1998."

Contract Administration Services shall include the *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts, pages 1 to 11 inclusive, dated February 1976, revised April 1984, November 22, 1988 and March 1998, in the Contract Documents as part of the Bid package for all future projects.

The *All Personnel Concerned Memorandum* entitled "EEO Special Provisions", APC88043, dated November 22, 1988, is hereby superseded.

Distribution to In-House Staff and Various Public Agencies

This memorandum along with a copy of the *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts is being distributed to our In-House Staff and Various Public Agencies based on our Supplementary Specifications(SI) distribution list by the Office of Document Control.

Extra hard copies of the revised *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts can be obtained by contacting:

Contract Administration Services
E&O Building, 4th Floor
1035 Parkway Avenue, PO Box 600
Trenton, New Jersey 08625
Phone: (609) 530-5288
Fax: (609) 530-4503
(609) 530-4505

Distribution to Other Outside Agencies (Consultants, Contractors, etc.)

This memorandum is posted on the NJDOT’s Electronic Bulletin Board System (BBS) under Conference number 10 - “Highway Design”, File Area 56 - “Baseline Document Change Memorandums”. The revised *Equal Employment Opportunity Special Provisions* for Federal-Aid Contracts will be posted under conference number 10 “Highway Design”, File Area - “Reference Documents”.

Recommended by:

Approved By:

Brian Strizki
Manager
Quality Management Services

Russell D. Tong
Assistant Commissioner
Capital Program management

attachment
BJS:DS