OFFICE OF EQUAL OPPORTUNITY
AND
PUBLIC CONTRACT ASSISTANCE

MUNICIPAL FINANCE
AND
CONSTRUCTION ELEMENT

SED PARTICIPATION

MONTHLY PROGRESS REPORT
(OEO-003)

New Jersey Department of Environmental Protection
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
SED UTILIZATION IN ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM

MONTHLY PROGRESS REPORT

Contractor

Project Number

Project Name

Contract Amount

Report Month/Year

The following information is required in order to assist the Project Compliance Officer and the New Jersey Department of Environmental Protection in monitoring the SED (small business enterprises owned and controlled by socially and economically disadvantaged individuals) Utilization progress and activity in the Environmental Infrastructure Financing Program. Each contractor shall respond to each of the listed items. Whenever evidence of completion of each item is available, copies of itemized documents are to be submitted to the Project Compliance Officer.

Over the past month has any action on any item taken place? Please explain each.

1. Copies of Solicitation to SED=s
   ____Yes ____No

2. Advertisement of bidding or procurement opportunities
   ____Yes ____No

3. Evidence of negotiation with SEDs
   ____Yes ____No

4. Copies of telephone quotes/negotiations
   ____Yes ____No

5. Copies of signed subagreements
   ____Yes ____No

6. Have any subcontracts been awarded in the past month
   ____Yes ____No

Please provide an explanation for Questions 1 through 6.

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Signature of Contractor  ____________________________  Signature of Project Compliance Officer  ____________________________

Date  ____________________________  Date  ____________________________
