**Replaces CB 2002-8, Issued April 22, 2003**

**CDOT Form 280**

**Equal Employment Opportunity and**

**Labor Compliance Verification**

**Section 107.1.3.3 of the 2002 Construction Manual is hereby deleted and replaced with the following:**

Form 280 – EEO and Labor Compliance Verification will be used to document compliance with both Equal Employment Opportunity (EEO) and Labor Compliance as required by federal regulations. Form 280 interviews are required on all projects (i.e. federal aid construction projects, local agency projects, maintenance projects and state funded only projects). All projects require the “Equal Employment Opportunity” section to be completed. The “Labor Compliance” section is only completed when Davis-Bacon wages are required on the project.

Each Region Civil Rights Manager will create a process to report the number of interviews required and completed. The actual interview forms shall be retained in the project records. A copy should be forwarded to the Region Civil Rights Manager for follow-up action if problems are noted. Region Civil Rights Manager will report data for each residency to the Programs and Project Analysis Unit on a quarterly basis. The report will indicate the number of interviews required, completed and forwarded for follow up action. The Programs and Project Analysis Unit will prepare a summary report for the Chief Engineer.

**Project personnel will conduct interviews in accordance with the following table:**

|  |  |
| --- | --- |
| **Contract Amount** | **Interviews Required** |
| Up to $20 million | 4 interviews during each month of active construction |
| Greater than $20 million and up to $100 million | 8 interviews during each month of active construction |
| Greater than $100 million and up to $200 million | 12 interviews during each month of active construction |
| Greater than $200 million and up to $300 million | 16 interviews during each month of active construction |
| Greater than $300 million | 20 interviews during each month of active construction |

Please note, field personnel should prioritize interviews by:

* Interviewing women and minorities on the workforce in order to monitor potential discriminatory actions
* Rotating the interviews among the prime and subcontractors on the project
* Rotating the interviews among various labor classifications, with emphasis on the more heavily utilized classifications

Questions regarding this process may be referred to the HQ Programs and Project Analysis Unit at

303-757-9541.

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Please print a copy of this bulletin and keep it with your copy of the *Construction Manual*.

If you have questions, please contact your Area Engineer.

The *Construction Manual* and Construction Bulletins can be found on the Design and Construction Project Support web page at:

<http://www.coloradodot.info/business/designsupport>