

FDOT / FTBA

D2 Compliance Meeting

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Contract Compliance

EOO Updates & News

EEO Contract Compliance

Authority: CFR 23 230 Subpart D

CFR 23 230.405 (4)(b)

State Responsibilities (1) The States as a contracting agencies, have a responsibility to assure compliance by contractors with requirements of Federal-aid construction contracts, including the equal opportunity requirements, and to assist in and cooperate with FHWA programs to assure equal opportunity.

Cooperation with industry-FDOT/FTBA Collaboration Meetings

- Partnering to have a better understanding of our roles, responsibilities, requirements, and processes.
- Creating an inclusive environment.
- Balance between Responsibility, Accountability, and Flexibility.



Statewide District Compliance Manager Meetings

- We hold monthly meetings to review and discuss current issues, Team building, and planning for the future.



So what's new?

- The EEO Contract Compliance Manual Review. Hopefully published by the end of the year.
- Peer exchanges with Texas, Florida, North Dakota, Iowa, & Kansas.
- Examining internal processes, OJT, Contract Compliance Reviews.
- Exploring and developing a Pilot for Risk Based Management rather than cumbersome Compliance Reviews.

Frequently Asked Questions

- Check out our FAQ's on the EEO Website.
- <https://www.fdot.gov/equalopportunity/contractcompliancemanual.shtm>



Contract Compliance

Office of Construction

FDOT / FTBA Collaboration Successes

- Forms Review
 - Labor Interview 700-010-63
 - Wage and Hour Record Form 700-010-69
- Signing of documentation
- Escalation Matrix
- Transmittal of documentation
- Compliance Processes
 - Courtesy Call Vs. Payroll Violations

Under Review

- CPAM
 - Chapter 5
- Construction Contract Compliance Manual
 - Chapter 6



District 2 Construction Contract Compliance Team

INTRODUCTIONS:

- District Construction Engineer – Scott Lent
- Assistant District Construction Engineer – Michael Sandow
- District Contract Compliance Manager – Brenda Crews
 - Brief bio:
 - ❖ Celebrating 30 years with FDOT
 - ✓ 29 years in Construction
 - ✓ 23 years in Contract Compliance
 - ✓ 17 years as District Contract Compliance Manager
 - Manages the staff who administer the District Compliance Program as well as the staff monitoring Subcontract Administration

- In 2001, District 2 elected to outsource the contract compliance function. The current staff are consultant employees and consist of:
 - **Resident Compliance Specialists**
 - **Denise Darrisaw-Ervin** – Jacksonville Operations Center
 - **Kristi Eberlin** – Jacksonville Operations Center
 - **Frankie Law** – Palatka Construction Office
 - **Jenny Reed** – Gainesville and Lake City Operations Centers

- **Project Compliance Specialist** – part-time position
 - **Tammy Hudson** – reads daily work reports (DWR) for all federally funded projects
- **Senior Compliance Specialist** –
 - **Joy Skinner** – provides training to any new RCS; supports district-level monitoring (i.e. Contract Compliance Reviews, Quality Control reviews of compliance team, Contractor Assessments, DBE Program, and Prompt payment)
- **Contract Compliance Specialist** – unique position to District 2
 - **Ally Huesman** – Subcontract administration and DBE Utilization

District 2 Contract Compliance Program accomplishments

District 2 Compliance Training Manual*

- ✓ Replicates Contract Compliance Manual - updated continuously as needed/when needed
- ✓ Source of indoctrination for all RCS in District 2 - ensures consistency in processes and interpretation

District 2 ‘Picture book’

- ✓ Provides definitions/pictures of various aspects of construction to enable RCS insight when processing labor interviews

Staff is located in District Construction Office

‘Contractor Workshops’

- ✓ Topics include
 - “FHWA 1273 – Everything you ever wanted to know but were afraid to ask”
 - Certified Payrolls
 - DBE Trucker Certification Ledger
 - Spec. 8-1 (Subcontract Administration)

*Created as technical assistance after becoming RCS (circa 1998)

District 2 Specific Changes



**Process
Improvement**

- Participating in the Pilot for Risk Based Management rather than cumbersome Compliance Reviews
 - Continue improving communication with our Contractors as well as building on relationships with our Contractors.
 - Returning to ‘in-person’ Contractor Workshops
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