

ORIGINATION FORM

THE INFORMATION BELOW IS TO BE PROVIDED BY THE ORIGINATOR (The person who receives or originates the issue and needs to forward the issue for action.)

Specification: Specification Number, 7-1.1

Subject: Requirements for Federal Jobs-Compliance with FHWA 1273.

Origination date: February 24, 2009

Originator:

Office/Phone: Erica Miller, Equal Opportunity Office, 850-414-4742

Problem statement: FHWA 1273 specifies the requirements of the certified payroll report, however the criteria does not include race and gender. The Department currently requires contractors to include race/gender on the certified payroll report, although this is not specifically referenced in any federal or state law. The inclusion of race/gender on the certified payroll report is a critical part of the EEO Contract Compliance Monitoring process.

Proposed solution: Prime contractors are currently reporting race/gender on the weekly certified payroll reports. This change to the specifications would require the inclusion of this information, and would give the Department the ability to enforce this requirement if a contractor was non-compliant with this requirement. Additionally, the inclusion of this language will align policy with practice.

Information source: District Contract Compliance Managers, Kim Smith (Central Office)

Recommended Usage Note: The use for the inclusion of this requirement is noted above.

Estimated fiscal impact, if implemented: NONE

Implementation of these changes, if and when approved, will begin with the January 2010 letting.

**REQUIREMENTS FOR FEDERAL JOBS – COMPLIANCE WITH FHWA 1273.
(REV 04-06-09)**

SUBARTICLE 7-1.1 (Pages 60 and 61) is expanded by the following:

The FHWA-1273 Electronic version, dated March 10, 1994 is posted on the Department's website at the following URL address www2.dot.state.fl.us/specificationsestimates/federal/df1273.pdf . Take responsibility to obtain this information and comply with all requirements posted on this website up through five calendar days before the opening of bids.

Comply with the provisions contained in FHWA-1273 and certify monthly compliance with the EEO provisions of FHWA-1273 (Section II. Nondiscrimination and Section III. Non-segregated Facilities).

In addition to the requirements of FHWA-1273, Section V, No. 2(b), include gender and race of each employee in the weekly annotated payroll records.

If the Department's website cannot be accessed, contact the Department's Specifications Office Web Coordinator at (850) 414-4101.