



EQUAL EMPLOYMENT OPPORTUNITY CIVIL RIGHTS SUPPLEMENTAL PREQUALIFICATION REQUIREMENT

PLEASE NOTE: The EEO Supplemental must be completed by all contractors entering into a Federal Aid Contract with MaineDOT regardless of the number of employees. Please provide documentation in numerical order as numbered below and submit for consideration by the Prequalification Committee. This form must be completed in its entirety.

REQUESTED SUPPLEMENTAL INFORMATION	COMPLETED
1. Please submit your written Affirmative Action Plan with goals & timetables to correct any manifest imbalance in your employment of women & minorities. Plan must be signed by Company President or authorized representative & reflect current date.	☐
2. Please submit your Company's written sexual harassment policy that includes *sexual orientation. Policy must be signed by Company President or authorized representative & reflect current date.	☐
3. Does your Company provide sexual harassment training to employees & supervisors? If yes, how often & by whom? YES ☐ NO ☐	☐
4. Please submit your Company's non-discrimination policy. Policy must be signed by Company President or authorized representative and reflect current date.	☐
5. Within 5 years, has your company had any findings of probable cause or court rulings of sexual harassment, discrimination, or other civil rights violations? YES ☐ NO ☐ If yes, please provide full details, including a summary statement of your position.	☐
6. Does your company actively solicit bids/quotes from disadvantaged, minority, and/or women owned businesses? If no, why? YES ☐ NO ☐	☐
7. Describe the procedure you use to ensure your company is compliant with Disadvantaged Business Enterprise (DBE) requirements.	☐
8. Describe the procedure your company uses to ensure all subcontractors are compliant with EEO laws.	☐
9. Provide a list of all companies from whom you solicit subcontract bids/quotes.	☐
10. What is the name and telephone number of your company's EEO Officer?	☐
11. Provide a job description that outlines all EEO duties of your company EEO Officer.	☐
12. What percentage of that person's time is spent on EEO duties?	☐
13. Complete the attached Company Construction Workforce (EEO-1 Report).	☐
REFERENCE LINKS External Program Special Provisions - http://law.justia.com/cfr/title23/23-1.0.1.3.8.1.1.12.2.html Maine Sexual Harassment Policy - http://www.mainelegislature.org/legis/statutes/26/title26sec807.html Maine Human Rights Act - http://www.mainelegislature.org/legis/statutes/5/title5sec4571.html MaineDOT Standard Specifications - http://maine.gov/mdot/contractors/publications/standardspec/	

For questions or more information related to the requests listed above, please refer to the
2020 Standard Specification Book, Division 100, Appendix A-2 (link above)



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Company Construction Workforce Report (EEO-1 Report)

Contractor/Company Name: _____ Year covered by report: _____

Report below - employment statistics for the entire company workforce, by number of employees for each craft during the last calendar year.

POSITION	TOTAL EMPLOYEES		WHITE CAUCASIAN		HISPANIC LATINO		BLACK AFRICAN AMERICAN		AMERICAN INDIAN OR ALASKA NATIVE		ASIAN		NATIVE HAWAIIAN PACIFIC ISLANDER		PERSONS WITH DISABILITIES		# OF RECALLS
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Superintendent	0	0															
Operating Engineer	0	0															
Equipment Operator	0	0															
Mechanics	2	10			2			4		6							
Truck Drivers	0	0															
Ironworkers/Re-Rod	0	0															
Carpenters	0	0															
Const. Worker Bridge	0	0															
Construction Worker Highway	0	0															
Pipelayer	0	0															
Bridge Maintenance Worker	0	0															
Laborer, Semi-Skilled	0	0															
Laborer, Unskilled	0	0															
Foreperson, Bridge	0	0															
Foreperson, Highway	0	0															
Welder	0	0															
Other:	0	0															
	0	0															
	0	0															
TOTAL	2	4	0	0	2	0	0	4	0	6	0	0	0	0	0	0	0

DO NOT TYPE IN THE GRAY SHADED AREAS - THESE ARE AUTO CALCULATING CELLS