

## **ALERT: NOTICE OF AMENDMENT TO N.J.A.C. 17:27**

### **Change In Procedure for Administering Equal Employment Opportunity Compliance in Public Contracts**

The Department of Treasury, Division of Equal Employment Opportunity Compliance in Public Contracts amended N.J.A.C. 17:27, Governing the Affirmative Action Employment Practices for public agencies, contractors, subcontractors and business firms to comply with the Equal Employment Opportunity Standards mandated by N.J.S.A 10:5-36 et seq. (P.L 1975, C. 127).

- ◆ The amendment clarifies the requirements for demonstrating *Good Faith Efforts* to hire minorities and women in the construction trades and the contracting agency's obligation to comply with EEO Requirements.
- ◆ The amendment imposes a \$150.00 fee for the issuance and renewal of a Certificate of Employee Information Report.

#### **MISSION:**

***To ensure that any firm contracting with the County provides Equal Opportunity in Employment***

**Public Agencies and Vendors shall comply with EEO requirements in order to ensure equal employment opportunities in public contracting for minorities and women. Refer to the following information detailing Vendor and County obligations.**

#### **VENDOR OBLIGATIONS**

Contractors or subcontractors shall agree to make *Good Faith Efforts* to afford equal employment opportunities to minority and women workers consistent with *Good Faith Efforts* to meet targeted county employment goals established in accordance with **N.J.A.C. 17:27-5.2**, or good faith efforts to meet targeted county employment goals determined by the Division, pursuant to **N.J.A.C. 17:27-5.2**.

- ◆ Vendors shall complete form AA302, submit to the Division of Public Contracts Equal Employment Opportunity Compliance with a **\$150.00 fee** and forward a copy of form AA302 to the County.
- ◆ **After notification of award but prior to execution of goods, services and professional services contracts (including bid exempt contracts)**, evidence must be submitted to the County.

**The Certificate of Employee Information Report serves as**  
**evidence** of compliance with regulations.

**The AA302 is not an acceptable form of evidence.**

#### **CONSTRUCTION CONTRACTS**

The County supplies the construction contractor with form AA201, the Initial Project Workforce Report for submittal to the County and Division of Public Contracts Equal Employment Opportunity Compliance.