

California Department of Transportation
Office of Business and Economic Opportunity

**Contractor Compliance
Annual Element Report**

2015

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Introduction

The Contractor Compliance Annual Element Report includes information regarding organizational structure, accomplishments for federal fiscal year (FFY) 2015, and goals for FFY 2016.

This report is prepared in accordance with 23 Code of Federal Regulations, Part 230, Subpart C.

I. Statistical Data

Contractor Compliance Reviews (CCRs)	
Number of Planned Caltrans CCRs	30
Number of Completed CCRs	31
Number of Accepted Voluntary Corrective Action Plans (VCAP) Received	2
Number of Corrective Action Plan (CAP) Rescission Letters Issued	2
Number of Follow Up Reviews	0
Number of Non-Compliance Determinations	0

On-the-Job Training (OJT)	
Annual Training Goal (# of trainees)	400
# of enrolled trainees*	689
Male*	669
Female*	20
African American*	46
Hispanic/Latino*	294
American Indian/Alaskan Native*	2
Asian*	2
Native Hawaiian/Other Pacific Islander*	2
2 or More Ethnicities*	14
White*	329
Other*	0
# of graduated trainees	N/A
Male	N/A
Female	N/A
African American	N/A
Hispanic/Latino	N/A
American Indian/Alaskan Native	N/A
Asian	N/A
Native Hawaiian/Other Pacific Islander	N/A
2 or More Ethnicities	N/A

**Data from Federal-aid Highway Construction Contractors Annual EEO Report Form (FHWA-1391).*

On-the-Job Training Supportive Services (OJT/SS)	
Total approved funding*	N/A
Number of funded programs	N/A
Number of persons receiving services/benefits	N/A
Male	N/A
Female	N/A
African American	N/A
Hispanic/Latino	N/A
Asian	N/A
American Indian/Alaskan Native	N/A
Native Hawaiian/Other Pacific Islander	N/A
2 or More Ethnicities	N/A
Number of persons placed and employed (post-services)	N/A
Male	N/A
Female	N/A
African American	N/A
Hispanic/Latino	N/A
American Indian/Alaskan Native	N/A
Asian	N/A
Native Hawaiian/Other Pacific Islander	N/A
2 or More Ethnicities	N/A

*Caltrans did not have an active OJT/SS contract in place during FFY 2015.

II. Organizational Structure

There were no organizational changes in FFY 2015. Caltrans’ Office of Business and Economic Opportunity (OBEO) consists of the following six branches: Policy and Reports, Outreach and Training, Certification, Compliance, Program Operations, and Contract Evaluation.



Angela Shell is the Assistant Director of the OBEO.

III. Accomplishments

OBEO On-the-Job Supportive Services

- In August 2015, Caltrans submitted to Federal Highway Administration (FHWA) an OJT/SS statement of work for FFY 2016. Caltrans did not have an active OJT/SS contract in place during FFY 2015.

OBEO Compliance Branch

- Discussed, analyzed, implemented, and revisited CCR strategies to ensure the most effective methodologies were in place.
- Established a Complaint Investigations Unit (CIU) to monitor awarded contractors' Disadvantaged Business Enterprise (DBE) participation on federally funded highway construction projects. While performing CCR on-sites, the CIU monitors DBE and Disabled Veteran Business Enterprise participation for commercially useful function, Equal Employment Opportunity, and Sexual Harassment Prevention compliance.
- The OBEO Complaint Investigator and Compliance Branch Manager were featured speakers at the August 12, 2015, Title VI and Title VII Economic Empowerment Summit: Bridging the GAP Conference in Sacramento.
- Revised and updated the Equal Employment Opportunity, Part I, Contractor Compliance Program plan.
- Provided contractors access to the FHWA CCR process training by including the link in the notification letter.
- Exceeded the CCR goal set for FFY 2015. Conducted 31 CCRs of federal-aid highway construction projects. There were 29 contractors found in compliance. The Compliance Branch accepted VCAPs that two contractors submitted. As a result, the Compliance Branch sent a rescission letter to the two contractors letting them know that they were in compliance based on their VCAP.
- All 31 of the CCRs conducted in FFY 2015 were full reviews, consisting of a preliminary analysis, on-site verification, and interviews.

District	Contractor	Contract Number
2	Hat Creek Construction Materials	02-3C0714
2	Steelhead Contractors, Inc.	02-2E3504
2	RTA Construction Inc.	02-4G4804
2	Steve Manning Construction	02-3E4104
3	Road & Hwy Builders	03-2A9204
3	Diablo Contractors	03-1A8444
3	F.D. Thomas, Inc.	03-3E1104
3	Martin Bros Construction	03-3F6704
3	American Civil Constructors, Inc.	03-4M7404

District	Contractor	Contract Number
4	Ghilotti Construction Co.	04-2908C4
4	DeSilva Gates Construction	04-4A07U4
4	Granite Rock Company	04-265604
5	Papich Construction, Inc.	05-1A7304
6	Agee Construction, Inc.	06-487504
6	Chester Bross Construction	06-0Q8104
6	Roadway Engineering	06-0Q5404
7	Myer & Sons Construction, Inc.	07-252004
7	Security Paving	07-121884
7	MCM Construction, Inc.	07-138204
7	OHL USA	07-295504
7	CL Industrial Coatings, Inc.	07-275704
8	Las Vegas Paving	08-368504
8	J Mc Loughlin Engineering, Inc.	08-449104
8	Coffman-Parsons, JV	08-0Q7404
8	Atkinson Contractors	08-0K7104
10	O.C. Jones Construction, Inc.	10-0G8004
10	Bay Cities Construction	10-0A8724
11	Hazard Construction Co.	11-263304
11	Western Rim Constructors, Inc.	11-408504
12	All American Asphalt	12-0L74U4
12	ACCU Construction, Inc.	12-0J61U4

Challenges

- Contractors are not making use of alternative recruitment resources (i.e., internet, newspaper ads, or community-based organizations) to fill vacancies.
- Contractors are not documenting EEO processes and procedures.

Training

The OBEO Compliance Branch received and/or participated in the following training:

- May 2015, Office Engineer delivered Design Build Projects training to show how these specially handled projects affect the CCR process.
- July 2015, the Compliance Branch reviewed and confirmed the competency of the Compliance Branch's CCR procedures with Lance Yokota, FHWA representative.

IV. Goals

OBEO Supportive Services

- Execute an OJT/SS contract for FFY 2016 by January 2016.

OBEO Compliance Branch

- The Compliance Branch will conduct 16 full CCRs.
- Encourage greater contractor participation in the CCR training by narrowing FHWA's two-hour training to the 30-minute CCR training segment.