

To: SUPERSEDED BY EB 11-010 EFFECTIVE 9/1/11		New York State Department of Transportation ENGINEERING INSTRUCTION	EI 06-019
Title: DESIGN GUIDANCE - SPECIAL SPECIFICATION 691.03----20 TRAINING REQUIREMENTS			
Distribution: ☐ Manufacturers (18) ☒ Local Govt. (31) ☒ Agencies (32) ☐ Surveyors (33) ☒ Consultants (34) ☒ Contractors (39) ☐ _____ ()		Approved: For <u>Frank Hanley</u> James F. Tynan, Director, Construction Division 8/14/06 Date	

ADMINISTRATIVE INFORMATION:

- This Engineering Instruction (EI) is effective beginning with projects submitted for the letting of 01/11/07.
- This EI supersedes EI 04-028.
- The guidance transmitted with this EI will be incorporated into a future revision to Chapter 21 of the Highway Design Manual (HDM).

PURPOSE:

The purpose of this EI is to issue guidance for designers regarding the use of Special Specification 691.03----20 - *Training Requirements*.

TECHNICAL INFORMATION:

- These revisions are being issued concurrently with EI 06-018 - *Special Specification 691.03----20 Training Requirements*.
- The project selection criteria, contract bid amount, has been reduced from \$8 million to \$5 million.

IMPLEMENTATION:

For projects submitted for the letting of 01/11/07 or later – Designers shall include special specification 691.03----20 in accordance with the design guidance.

For contracts which have been awarded – Special specification 691.03----20 may be added to the contract as a new pay item or as a replacement for pay item 691.02----20 by order-on-contract with the Contractor's concurrence.

DESIGN GUIDANCE:

Project Selection Criteria: Special specification 691.03----20 should be included in the Engineer's Estimate on contracts with an Engineers Estimate of \$5 million or more.

For contracts with an Engineers Estimate of \$1 million or more and less than \$5 million, Designers shall confer with the Regional Construction Group to determine if special specification 691.03----20 should be included by exception to the standard criteria (i.e., Engineer's Estimate of \$5 million or more).

Regardless of the Engineer's Estimate dollar amount, the inclusion of special specification 691.03----20 should also be based on the likelihood of the contract including meaningful and effective construction training opportunities. The Regional Construction Group should be contacted for input on whether the contract meets these criteria.

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Engineer's Estimate: The quantity for special specification 691.03----20 *Training Requirements* should be estimated as 1,000 (the unit price for a Dollars-cents item is \$1.00) placed in the largest engineering share.

BACKGROUND:

Minorities and females are currently under-represented on many contracts, and EEO goals are frequently not being met. Training to address under-representation is an affirmative action program under Federal regulations (23 CFR 230.111). In addition, the construction industry continues to face challenges in recruiting and retaining a qualified workforce. To ensure the availability of trained minorities, females, and disadvantaged persons in all crafts, and to assist the industry in addressing workforce development needs, a training requirement in NYSDOT contracts continues to be indicated.

CONTACT:

Direct questions regarding this issuance to Rob Howland of the Office of Construction via E-mail, mo-construction@dot.state.ny.us, or telephone, (518) 457-6472. Please mention the Engineering Instruction number, subject matter and the name of the contact person as part of any inquiries.