**Complete and Return all four pages of this form.**

**MANDATORY CERTIFICATION FOR USE OF THE CHRO’s**

**LIMITED EXEMPTION FOR A STREET PAVING CONTRACT**

 At their June 8, 2016 meeting, the Commissioners of the Commission on Human Rights and Opportunities exercised their authority under Conn. Gen. Stat. 46a-56(b) to issue a limited contract compliance exemption for ***state funded street paving municipal public works contracts*** that meet the following conditions.

**Prior to soliciting bids for each and every Street Paving Municipal Public Works Contract for which this Limited Exemption is sought, this Certification must be completed by the Municipality and submitted to:**

Tanya Hughes, Executive Director

Commission on Human Rights

 and Opportunities

450 Columbus Boulevard, Suite 2

Hartford, CT 06103

**I. Contract Eligibility for the Limited Exemption.**

1. The contract must be a municipal public works contract for the performance of street paving work only, and

2. The contract must be financed or financially assisted in whole or in part by the State of Connecticut, and

3. The length of the contract shall not exceed twelve months in duration, and

4. The contract must be entered into prior to June 30, 2017 and must be completed prior to June 30, 2018, and

5. The actions identified in Part III (below) shall be complied with.

**II. Effect of the Limited Exemption**

The limited exemption will allow a paving contract that meets the above criteria to be performed without the requirement of compliance with the set aside program pursuant to CONN. GEN. STAT. §§ 4a-60g. However, other nondiscrimination contract compliance requirements will continue to exist for street paving municipal public works contracts (See Part III below).

**III. Contract Compliance Actions Required For the Limited Exemption.**

The following actions must still be performed in connection with every contract for which a municipality has utilized the Limited Exemption:

1. The municipality through its highest ranking elective or non-elective chief executive officer, its chief operations officer, city manager (or if no such capacity exists or such managerial functions are not filled, the municipality’s highest ranked elected official) must submit this original-signed and dated MANDATORY CERTIFICATION FOR USE OF THE LIMITED EXEMPTION FOR A PAVING CONTRACT.

2. The municipality must still inform the contractor of the nondiscrimination requirements CONN. GEN. STAT. §§ 4a-60, 4a-60a and 4a-60g prior to the submission of bids, and include the nondiscrimination language in the contract.

3. The municipality must inform the paving contractor of the municipality‘s application for this Limited Exemption and the criteria involved and the contractor’s CHRO obligations and responsibilities as a result of the use of the Limited Exemption.

4. The contractor identified to perform the contract must confirm in writing to the municipality that it will not be able to use any subcontractors or suppliers to perform any work on the street paving contract (except trucking subcontracts for a less than $10,000.00 total to haul asphalt). Instead, the contractor will self-perform the entire contract.

5. The Bidder Notification Form must be completed and submitted by each contractor bidding on the state funded municipal public works contract.

6. The nondiscrimination language required by CONN. GEN. STAT. §4a-60 and §4a-60a, must be included in the language of the contract.

7. Pursuant to the municipality’s use of the exemption, the Commission understands that the contractor will not be subcontracting any work on the contract and as such, the contractor will not be required to comply with the set aside provisions of CONN. GEN. STAT. § 4a-60g.

8. Within 10 days of the award of the contract, the Municipality shall submit to the CHRO’s executive director, Tanya Hughes: the Notice of the Contract Award; the identification of the Contractor to perform the Contract; and the Contractor’s written and signed statement confirming its inability to subcontract work on the specific contract (See Paragraph No. 4 (above)).

9. The Municipality understands that this Limited Exemption will have no precedential value in connection with any other request for exemption.

**STREET PAVING MUNICIPAL PUBLIC WORKS CONTRACT**

**LIMITED EXEMPTION CERTIFICATION**

**Information to Identify Subject Street Paving Contract:**

Name of Contract/Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of contractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone number of contact person: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract number or identifying name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of the work to be performed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location(s) of work to be performed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Value of the total contract: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Value of the state funding and/or financing in contract: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date the Contract was entered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_

**Information to Identify Municipality and Signatory Authority:**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Print Name), represent the

Town/City/other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name

of Municipality), I hold the authority and responsibility of the chief executive

officer/chief operating officer/city manager or the top managerial official of the municipality or (only in the absence of the municipality function identified, identify the top ranked elected authority) I hold the elected position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mayor, First Selectman, identify other) in charge of the management of the municipality. My address is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My telephone number is ( \_ )\_\_\_\_\_\_\_\_\_\_ .

**CERTIFICATION**

In my capacity as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

for the Town/City/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (print) I have reviewed the above

LIMITED EXEMPTION Certification requirements information above and I hereby certify to the following:

I have reviewed and understand all of the Street Paving Municipal Public Works Contract Exemption Eligibility criteria identified in Part I above. Having reviewed the content and circumstances of the subject contract identified on page 3 (above), I have determined that the contract identified above satisfies all of the eligibility criteria identified in Part I (above).

I am requesting authorization to apply the CHRO’s Street Paving Contract Limited Exemption to the subject street paving municipal public works contract identified above subject to the conditions set forth in Parts I, II and III above.

I have reviewed and I understand the Limited Exemption actions required of the municipality and of the contractor. On behalf of the Town/City/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (identify other form of municipality), I assure the CHRO that this municipality will perform all respective actions that are identified in Part III above. This Municipality will inform the contractor selected to perform the subject contract that the Limited Exemption identified in Part II above applicable to the Contract above, is subject to the performance of the respective actions identified in Part III above.

I hereby certify that the above information is true and correct.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Original Signature Only)

 Name (Print):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position/Title

Direct Telephone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facsimile No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_