



State of New Jersey
DEPARTMENT OF ENVIRONMENTAL PROTECTION

**OFFICE OF EQUAL OPPORTUNITY
AND PUBLIC CONTRACT ASSISTANCE**

**MUNICIPAL FINANCE
AND CONSTRUCTION ELEMENT**

SED PARTICIPATION
MONTHLY PROGRESS REPORT

(OEO-003)

Questions or concerns:
NJDEP, Office of Equal Opportunity and Public Contract Assistance (609) 940-4086 / publiccontractasst@dep.nj.gov

V.1-2023



**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
SOCIALY AND ECONOMICALLY DISADVANTAGED (SED) BUSINESS UTILIZATION
MONTHLY PROGRESS REPORT**

PROJECT SPONSOR NAME _____

CONTRACTOR _____

PROJECT NUMBER _____

PROJECT NAME _____

CONTRACT NAME _____

CONTRACT NUMBER _____ CONTRACT AMOUNT _____

REPORT MONTH & YEAR _____

The following information is required to assist the Project Compliance Officer and the New Jersey Department of Environmental Protection in monitoring the SED (small business enterprises owned and controlled by socially and economically disadvantaged individuals) Utilization progress and activity in the Environmental Infrastructure Financing Program. Each contractor shall respond to each of the listed items. Whenever evidence of completion of each item is available, copies of itemized documents are to be submitted to the Project Compliance Officer.

Over the past month has any action on any item taken place? Please explain each.

- | | | | |
|----|-------------------------------------------------------|-----------|----------|
| 1. | Copies of Solicitation to SED's | _____ Yes | _____ No |
| 2. | Advertisement of bidding or procurement opportunities | _____ Yes | _____ No |
| 3. | Evidence of negotiation with SED's | _____ Yes | _____ No |
| 4. | Copies of telephone quotes/negotiations | _____ Yes | _____ No |
| 5. | Copies of signed sub-agreements | _____ Yes | _____ No |
| 6. | Have any subcontracts been awarded in the past month | _____ Yes | _____ No |

Please provide an explanation for Questions 1 through 6.

Signature of Contractor

Signature of Project Compliance Officer

Date

Date

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