

<p align="center"> <b>CITY OF URBANA</b>  <b>HUMAN RELATIONS DIVISION</b>  <b>400 SOUTH VINE ST.</b>  <b>URBANA, ILLINOIS 61801</b>  <b>(217) 384-2455 (phone); 328-8288 (fax)</b>  <b>hro@urbanaininois.us</b> </p>	<b>Office Use Only (09/15)</b>	
	<b>Requested by:</b>	<b>Date:</b>
	<b>Approved by:</b>	<b>Date:</b>
	<b>Certification Date:</b>	
		<b>Certificate Expiration Date:</b>

**EQUAL EMPLOYMENT OPPORTUNITY (E.E.O.) WORKFORCE STATISTICS FORM**

Please complete the sections below as instructed. Failure to properly complete this form may result in a delay or denial of eligibility to bid or do business with the City of Urbana.

**Section I. Identification**

**1. Company Name and Address:**

Name: **FELLEY-DICKERSON Co.**

d/b/a:

Address: **401 E. LAFAYETTE ST**

City/State/Zip: **BLOOMINGTON, IL. 61701**

Telephone Number(s) include area code: **309-828-4317**

Check one of the following

Corporation	<input checked="" type="checkbox"/>	Partnership	<input type="checkbox"/>	Individual Proprietorship	<input type="checkbox"/>	Limited Liability Corp.	<input type="checkbox"/>
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FEI Number: **37-063 7439** Social Security Number:

**2. Name and Address of the Company's Principal Office (answer only if not the same as above)**

Name:

Address:

City/State/Zip

**3. Major activity of your company (product or service):** **SERVICE - GENERAL CONSTRUCTION**

**4. Project on which your company is bidding:** **VARIES.**

**5. City of Urbana contact staff assigned to contract:** **BUILDING SAFETY**

+  
ENGINEERING

## SECTION II. Policies and Practices

Description of EEO Policies and Practices		YES	NO
A.	Is it the Company's policy to recruit, hire, train, upgrade, promote and discipline persons without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual preference, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income ?	X	
B.	Has someone been assigned to develop procedures, which will assure that the EEO policy is implemented and enforced by managerial, administrative, and supervisory personnel? If so, please indicate the name and title of the official charged with this responsibility. Name: <u>JOHN B. MEEK</u> Title: <u>PRESIDENT</u> Telephone: <u>309-828-4317</u> Email: <u>JMEEK@FD.CO.COM</u>	X	
C.	Does the company have a written Equal Employment Opportunity plan or statement? Note: If no, a copy of an E.E.O statement is enclosed. <b>You must attach an EEO Statement in order to be considered eligible to do business with the City of Urbana. Questions? (217) 384-2455 or hro@city.urbana.il.us.</b>	X	
D.	Has the company developed a written policy statement prohibiting Sexual Harassment? <b>You must attach a copy of your company's Sexual Harassment Policy in order to be considered eligible to do business with the City of Urbana.</b>	X	
E.	Have all recruitment sources been notified that the company will consider all qualified applicants without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?	X	
F.	If advertising is used, does it specify that all qualified applicants will be considered for employment without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?	X	
G.	Has the contractor notified all of its sub-contractors of their obligations to comply with the Equal Opportunity requirements either in writing, by inclusion in subcontracts or purchase orders?	X	
H.	Is the company a state certified minority/women owned business? If yes, please attach a copy of state certification.		X
I.	Does the company have collective bargaining agreements with labor organizations?	X	
J.	If you answered yes to Question "I", have the labor organizations been notified of the company's responsibility to comply with the Equal Employment Opportunity requirements in all contracts with the City of Urbana?	X	
K.	Does your company perform construction, rehabilitation, alteration, conversion, demolition or repair of buildings, highways or other improvements to real property? <b>(If yes, please complete Table B.)</b>	X	
L.	Are you currently seeking to renew an existing or expired Urbana EEO certification? <b>(If yes, you need to complete Table C.)</b>		X



**TABLE B\* – EMPLOYEES TO BE ASSIGNED TO CITY OF URBANA CONTRACT**

Job Categories	TOTAL EMPLOYEES		BLACK EMPLOYEES		HISPANIC EMPLOYEES		OTHER MINORITY EMPLOYEES	
	M	F	M	F	M	F	M	F
Officials & Mgrs	2							
Professionals								
Technicians								
Sales Workers								
Office & Clerical								
Craft Workers (Skilled)								
Operatives (Semi-Skilled)								
Laborers (Unskilled)	2		2					
Service Workers								
<b>TOTAL</b>	<b>4</b>		<b>2</b>					

\*Totals included in Table B should be a projection of numbers of persons to be employed in the performance of the City contract.

**For Contractors: Data provided in Table B will be verified by worksite inspections.**

**TABLE C – WORKFORCE TURNOVER SINCE PREVIOUS EED REPORT**

Job Categories	TOTAL EMPLOYEES SEPARATED		MINORITY EMPLOYEES SEPARATED		TOTAL EMPLOYEES HIRED		MINORITY EMPLOYEES HIRED	
	M	F	M	F	M	F	M	F
Officials & Mgrs								
Professionals								
Technicians								
Sales Workers								
Office & Clerical								
Craft Workers (Skilled)								
Operatives (Semi-Skilled)								
Laborers (Unskilled)								
Service Workers								
<b>TOTAL</b>								

*No work w/  
CITY OF URBANA  
RECENTLY*

## SECTION IV. Certification

By signing below, the company certifies that it has answered all of the foregoing questions truthfully to the best of its knowledge and belief and agrees that it/he/she will comply and abide by the City of Urbana's Code of Ordinances (Section 2-119).

  
Signature

JOHN B. MEEK, PRESIDENT  
Printed Name and Title

JMEEK@FD.CO.COOL  
E-mail Address

5/5/17  
Date

## SECTION V. Verification

Prior to submitting this form, please check the answers to the following questions to verify your completion of this form:

1. Did you fill in all of the appropriate boxes in the table in Section III, including the "TOTAL" row?

YES x NO \_\_\_\_\_

2. Have you enclosed your company's EEO statement?

YES x NO \_\_\_\_\_

3. Have you enclosed your company's Sexual Harassment policy?

YES x NO \_\_\_\_\_



# F E L M L E Y - D I C K E R S O N C O .

**GENERAL CONTRACTORS**

**CONSTRUCTION MANAGERS**

**401E. Lafayette**

**P.O.Box 1550, Bloomington, IL 61702-1550**

**Tel. 309-828-4317**

**Fax 309-828-5528**



## Equal Employment Opportunity Policy Statement

It is the policy of Felmley-Dickerson Co. not to discriminate against any applicant for employment, or any employee because of age, color, sex disability, national origin, race, religion, or veteran status.

Felmley-Dickerson Co will take affirmative action to ensure that the EEO policy is implemented, with particular regard to: advertising, application procedures, compensation, demotion, employment, fringe benefits, job assignments, job classification, layoff, leave, promotion, recruitment, rehire, social activities, training, termination, transfer, upgrade, and working conditions.

Felmley-Dickerson Co. will continue to make it understood by the employment entities with which it deals, specifically Union Hiring Halls, in employment opportunity requests and hiring, that the foregoing is Company policy and all employment decisions are based on individual merit only.

All current employees of Felmley-Dickerson Co. are requested to encourage qualified disabled persons, minorities, special disabled veterans, and Vietnam Era veterans to apply for employment, on the job training or for union accommodations for qualified disabled individuals.

It is the policy of Felmley-Dickerson Co. that all Company activities, facilities, and job sites are non-segregated. Separate or single user toilet and changing facilities are provided to assure privacy.

It is the policy of Felmley-Dickerson Co. to ensure and maintain a working environment free of coercion, harassment, and intimidation at all job sites and in all facilities at which employees are assigned to work. Any violation of the policy must and will be immediately reported to the Supervisor and to the Company EEO Officer.

John B. Meek  
President  
EEO Officer

Singed and Dated: May 5, 2017