

LETTER OF INTENT

[This form must be completed and submitted prior to the start of project construction.]

SEND OR FAX TO: Office of Civil Rights & Labor Compliance
 Vermont Agency of Transportation
 One National Life Drive
 Montpelier, Vermont, 05633-5001
 Email: Sonya.Boisvert@state.vt.us
 Phone: (802) 828-5858
 Fax: (802) 828-1047

VTRANS CONSTRUCTION PROJECT NAME/NUMBER: _____

CONTRACTOR: _____

NUMBER OF TRAINING HOURS ASSIGNED TO THIS PROJECT (Item 634.10): _____

In accordance with the Training Special Provisions of the above contract, we submit the following list of *anticipated training classifications* and the *projected start dates*:

	CLASSIFICATION (As listed in OJT Manual: BCT, EOT, TCT, etc.)	NUMBER OF TRAINEES IN CLASSIFICATION	PROJECTED START DATE OF TRAINEE(S)
1.			
2.			
3.			
4.			

SIGNED: _____ **DATE:** _____

TITLE: _____

FOR VTRANS USE ONLY

Approved: _____ Date: _____
 Civil Rights Program Manager
 (Copies to Resident Engineer, File)