
Title VI Complaint Process

Discrimination Complaint Process for DDRC

Federal law prohibits discrimination on the basis of race, color, or national origin in any DDRC program or activity. This prohibition applies to all branches of DDRC, its contractors, consultants, and anyone else who acts on behalf of DDRC to the extent provided in Title VI of the Civil Rights Act of 1964.

Federal law requires that DDRC investigate, track, and report discrimination complaints. Complaints must be filed in writing and will be investigated within sixty days of submission. If you need assistance to file your complaint or need interpretation services, please contact Steve Jimenez (Agency's Title VI Coordinator) at (303) 462-6607.

Who is eligible to file a complaint?

Anyone who believes they have been excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any DDRC program or activity because of their race, color, or national origin may file a complaint.

Discrimination includes lack of access, harassment, retaliation and disparate impacts from a program or activity. Harassment includes a wide range of abusive and humiliating verbal or physical behaviors. Retaliation includes intimidating, threatening, coercing, or engaging in other discriminatory conduct against anyone because they filed a complaint or otherwise participated in a discrimination investigation.

How do you file a complaint?

Complaints must be filed in writing within 180 days from the last date of the alleged discrimination. However, contact Steve Jimenez (Agency's Title VI Coordinator) if you believe your complaint may fall outside this deadline.

Reasonable efforts will be made to assist persons with disabilities, non-English speakers, and others unable to file a written complaint. For assistance in filing a complaint, please contact Steve Jimenez (Agency's Title VI Coordinator) at (303) 462-6607.

Complaints may be submitted via mail, email, fax or in person to:

Steve Jimenez

11177 W. 8th Ave.

Lakewood, CO 80215

Or, by email at steve.jimenez@ddrcco.com

Or, by fax at (303) 233-2335



Complaints may also be filed directly with the following agencies:

Colorado Department of Transportation
Civil Rights & Business Resource Center
4201 East Arkansas Ave., Room 150
Denver, CO 80222

[Dot_civilrights@state.co.us](mailto:civilrights@state.co.us)

Phone: (800) 925.3427

Fax: (303) 952.7088

[Dot_civilrights@state.co.us](mailto:civilrights@state.co.us)

Federal Highway Administration, Colorado Division
12300 West Dakota Avenue, Suite 180
Lakewood, Colorado 80228
Phone: (720) 963-3000
Fax: (720) 963-3001

What happens after a complaint is filed?

Title VI complaints must be investigated within sixty days. Investigating a complaint includes interviewing all parties involved and key witnesses. The investigator may also request relevant information such as books, records, electronic information, and other sources of information from all parties involved. You may specify if there is a particular individual or individuals that you feel should not investigate your complaint due to conflict of interest or other reasons.

In some cases, complaints will be forwarded to either the Colorado Department of Transportation or the Federal Highway Administration for investigation. If your complaint is forwarded to one of these agencies, you will be provided the name and contact information of the employee handling your complaint.

Federal law prohibits retaliation against individuals because they have filed a discrimination complaint or otherwise participated in a discrimination investigation. Any alleged retaliation should be reported in writing to the investigator.