

## Attachment 2 Wage Determination

WD 15-5233 (Rev.-3) was first posted on [www.wdol.gov](http://www.wdol.gov) on 01/19/2016

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REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT  
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON D.C. 20210

Daniel W. Simms                      Division of  
Director                      Wage Determinations

Wage Determination No.: 2015-5233  
Revision No.: 3  
Date Of Revision: 01/13/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.15 for calendar year 2016 applies to all contracts subject to the Service Contract Act for which the solicitation was issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.15 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2016. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

State: Texas

Area: Texas Counties of Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto, Waller

### \*\*Fringe Benefits Required Follow the Occupational Listing\*\*

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.98
01012 - Accounting Clerk II		16.82
01013 - Accounting Clerk III		18.82
01020 - Administrative Assistant		25.91
01035 - Court Reporter		23.97
01041 - Customer Service Representative I		11.62
01042 - Customer Service Representative II		13.07
01043 - Customer Service Representative III		14.26
01051 - Data Entry Operator I		13.63
01052 - Data Entry Operator II		14.87
01060 - Dispatcher, Motor Vehicle		17.56
01070 - Document Preparation Clerk		13.41
01090 - Duplicating Machine Operator		13.41
01111 - General Clerk I		13.07
01112 - General Clerk II		14.60
01113 - General Clerk III		16.39
01120 - Housing Referral Assistant		20.69
01141 - Messenger Courier		13.54
01191 - Order Clerk I		14.87
01192 - Order Clerk II		16.76
01261 - Personnel Assistant (Employment) I		16.42
01262 - Personnel Assistant (Employment) II		18.37
01263 - Personnel Assistant (Employment) III		20.48
01270 - Production Control Clerk		21.01
01290 - Rental Clerk		14.75
01300 - Scheduler, Maintenance		16.59
01311 - Secretary I		16.59
01312 - Secretary II		18.57
01313 - Secretary III		20.69
01320 - Service Order Dispatcher		16.15
01410 - Supply Technician		25.91
01420 - Survey Worker		17.79
01460 - Switchboard Operator/Receptionist		12.59
01531 - Travel Clerk I		13.92
01532 - Travel Clerk II		15.00
01533 - Travel Clerk III		16.05
01611 - Word Processor I		14.71
01612 - Word Processor II		16.52
01613 - Word Processor III		18.48
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		25.76
05010 - Automotive Electrician		23.79
05040 - Automotive Glass Installer		21.96
05070 - Automotive Worker		21.96
05110 - Mobile Equipment Servicer		20.23
05130 - Motor Equipment Metal Mechanic		25.96
05160 - Motor Equipment Metal Worker		21.96
05190 - Motor Vehicle Mechanic		25.76

05220	- Motor Vehicle Mechanic Helper	19.40
05250	- Motor Vehicle Upholstery Worker	20.83
05280	- Motor Vehicle Wrecker	21.96
05310	- Painter, Automotive	23.79
05340	- Radiator Repair Specialist	22.88
05370	- Tire Repairer	14.40
05400	- Transmission Repair Specialist	25.76
07000	- Food Preparation And Service Occupations	
07010	- Baker	10.06
07041	- Cook I	10.47
07042	- Cook II	11.97
07070	- Dishwasher	8.86
07130	- Food Service Worker	9.31
07210	- Meat Cutter	12.91
07260	- Waiter/Waitress	8.99
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	18.32
09040	- Furniture Handler	11.95
09080	- Furniture Refinisher	17.70
09090	- Furniture Refinisher Helper	14.58
09110	- Furniture Repairer, Minor	16.82
09130	- Upholsterer	18.32
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	9.90
11060	- Elevator Operator	9.24
11090	- Gardener	14.52
11122	- Housekeeping Aide	9.24
11150	- Janitor	9.24
11210	- Laborer, Grounds Maintenance	10.93
11240	- Maid or Houseman	8.76
11260	- Pruner	9.63
11270	- Tractor Operator	13.15
11330	- Trail Maintenance Worker	10.93
11360	- Window Cleaner	10.34
12000	- Health Occupations	
12010	- Ambulance Driver	15.90
12011	- Breath Alcohol Technician	15.90
12012	- Certified Occupational Therapist Assistant	26.06
12015	- Certified Physical Therapist Assistant	26.97
12020	- Dental Assistant	16.49
12025	- Dental Hygienist	35.17
12030	- EKG Technician	25.92
12035	- Electroneurodiagnostic Technologist	25.92
12040	- Emergency Medical Technician	15.90
12071	- Licensed Practical Nurse I	19.05
12072	- Licensed Practical Nurse II	21.32
12073	- Licensed Practical Nurse III	23.76
12100	- Medical Assistant	13.60
12130	- Medical Laboratory Technician	18.29
12160	- Medical Record Clerk	15.98
12190	- Medical Record Technician	17.91
12195	- Medical Transcriptionist	16.81
12210	- Nuclear Medicine Technologist	35.13
12221	- Nursing Assistant I	9.43
12222	- Nursing Assistant II	11.40
12223	- Nursing Assistant III	12.44
12224	- Nursing Assistant IV	13.96
12235	- Optical Dispenser	16.79
12236	- Optical Technician	15.29
12250	- Pharmacy Technician	19.18
12280	- Phlebotomist	14.63
12305	- Radiologic Technologist	26.70
12311	- Registered Nurse I	30.36
12312	- Registered Nurse II	38.37
12313	- Registered Nurse II, Specialist	38.37
12314	- Registered Nurse III	44.91
12315	- Registered Nurse III, Anesthetist	44.91
12316	- Registered Nurse IV	53.84
12317	- Scheduler (Drug and Alcohol Testing)	21.85
12320	- Substance Abuse Treatment Counselor	20.09
13000	- Information And Arts Occupations	
13011	- Exhibits Specialist I	19.30
13012	- Exhibits Specialist II	24.74
13013	- Exhibits Specialist III	28.94
13041	- Illustrator I	19.30
13042	- Illustrator II	23.91
13043	- Illustrator III	30.12
13047	- Librarian	27.23
13050	- Library Aide/Clerk	11.52
13054	- Library Information Technology Systems Administrator	24.60

13058	- Library Technician	16.04
13061	- Media Specialist I	17.75
13062	- Media Specialist II	19.86
13063	- Media Specialist III	22.13
13071	- Photographer I	15.84
13072	- Photographer II	18.15
13073	- Photographer III	22.56
13074	- Photographer IV	27.49
13075	- Photographer V	33.07
13090	- Technical Order Library Clerk	14.47
13110	- Video Teleconference Technician	16.73
14000	- Information Technology Occupations	
14041	- Computer Operator I	17.31
14042	- Computer Operator II	19.37
14043	- Computer Operator III	21.59
14044	- Computer Operator IV	24.00
14045	- Computer Operator V	26.57
14071	- Computer Programmer I	(see 1) 26.04
14072	- Computer Programmer II	(see 1)
14073	- Computer Programmer III	(see 1)
14074	- Computer Programmer IV	(see 1)
14101	- Computer Systems Analyst I	(see 1)
14102	- Computer Systems Analyst II	(see 1)
14103	- Computer Systems Analyst III	(see 1)
14150	- Peripheral Equipment Operator	17.31
14160	- Personal Computer Support Technician	24.00
14170	- System Support Specialist	32.92
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	33.08
15020	- Aircrew Training Devices Instructor (Rated)	40.02
15030	- Air Crew Training Devices Instructor (Pilot)	47.98
15050	- Computer Based Training Specialist / Instructor	33.08
15060	- Educational Technologist	30.39
15070	- Flight Instructor (Pilot)	47.98
15080	- Graphic Artist	26.72
15085	- Maintenance Test Pilot, Fixed, Jet/Prop	43.62
15086	- Maintenance Test Pilot, Rotary Wing	43.62
15088	- Non-Maintenance Test/Co-Pilot	43.62
15090	- Technical Instructor	24.67
15095	- Technical Instructor/Course Developer	30.17
15110	- Test Proctor	20.27
15120	- Tutor	20.27
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	9.80
16030	- Counter Attendant	9.80
16040	- Dry Cleaner	12.58
16070	- Finisher, Flatwork, Machine	9.80
16090	- Presser, Hand	9.80
16110	- Presser, Machine, Drycleaning	9.80
16130	- Presser, Machine, Shirts	9.80
16160	- Presser, Machine, Wearing Apparel, Laundry	9.80
16190	- Sewing Machine Operator	13.34
16220	- Tailor	14.35
16250	- Washer, Machine	10.76
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	19.71
19040	- Tool And Die Maker	23.23
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	14.10
21030	- Material Coordinator	21.41
21040	- Material Expediter	21.41
21050	- Material Handling Laborer	12.26
21071	- Order Filler	11.47
21080	- Production Line Worker (Food Processing)	14.10
21110	- Shipping Packer	14.60
21130	- Shipping/Receiving Clerk	14.60
21140	- Store Worker I	11.79
21150	- Stock Clerk	16.70
21210	- Tools And Parts Attendant	14.10
21410	- Warehouse Specialist	14.10
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	31.26
23019	- Aircraft Logs and Records Technician	24.66
23021	- Aircraft Mechanic I	29.95
23022	- Aircraft Mechanic II	31.26
23023	- Aircraft Mechanic III	32.60
23040	- Aircraft Mechanic Helper	21.98
23050	- Aircraft, Painter	28.17
23060	- Aircraft Servicer	24.66
23070	- Aircraft Survival Flight Equipment Technician	28.17
23080	- Aircraft Worker	26.49

23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	26.49
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	29.95
23110 - Appliance Mechanic	18.61
23120 - Bicycle Repairer	15.30
23125 - Cable Splicer	27.87
23130 - Carpenter, Maintenance	19.71
23140 - Carpet Layer	19.83
23160 - Electrician, Maintenance	26.51
23181 - Electronics Technician Maintenance I	23.36
23182 - Electronics Technician Maintenance II	24.98
23183 - Electronics Technician Maintenance III	26.41
23260 - Fabric Worker	17.17
23290 - Fire Alarm System Mechanic	21.30
23310 - Fire Extinguisher Repairer	17.08
23311 - Fuel Distribution System Mechanic	20.96
23312 - Fuel Distribution System Operator	16.99
23370 - General Maintenance Worker	18.08
23380 - Ground Support Equipment Mechanic	29.95
23381 - Ground Support Equipment Servicer	24.66
23382 - Ground Support Equipment Worker	26.49
23391 - Gunsmith I	17.08
23392 - Gunsmith II	19.83
23393 - Gunsmith III	22.42
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.84
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	22.80
23430 - Heavy Equipment Mechanic	21.77
23440 - Heavy Equipment Operator	19.26
23460 - Instrument Mechanic	25.87
23465 - Laboratory/Shelter Mechanic	21.21
23470 - Laborer	11.87
23510 - Locksmith	18.99
23530 - Machinery Maintenance Mechanic	24.33
23550 - Machinist, Maintenance	20.81
23580 - Maintenance Trades Helper	14.94
23591 - Metrology Technician I	25.87
23592 - Metrology Technician II	27.00
23593 - Metrology Technician III	28.16
23640 - Millwright	22.43
23710 - Office Appliance Repairer	18.99
23760 - Painter, Maintenance	18.99
23790 - Pipefitter, Maintenance	23.52
23810 - Plumber, Maintenance	22.97
23820 - Pneudraulic Systems Mechanic	22.42
23850 - Rigger	22.83
23870 - Scale Mechanic	19.83
23890 - Sheet-Metal Worker, Maintenance	19.95
23910 - Small Engine Mechanic	18.08
23931 - Telecommunications Mechanic I	23.89
23932 - Telecommunications Mechanic II	24.95
23950 - Telephone Lineman	25.52
23960 - Welder, Combination, Maintenance	20.27
23965 - Well Driller	22.76
23970 - Woodcraft Worker	22.42
23980 - Woodworker	16.54
24000 - Personal Needs Occupations	
24550 - Case Manager	14.98
24570 - Child Care Attendant	10.65
24580 - Child Care Center Clerk	13.48
24610 - Chore Aide	8.09
24620 - Family Readiness And Support Services Coordinator	14.98
24630 - Homemaker	16.84
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.20
25040 - Sewage Plant Operator	18.70
25070 - Stationary Engineer	22.20
25190 - Ventilation Equipment Tender	14.81
25210 - Water Treatment Plant Operator	18.32
27000 - Protective Service Occupations	
27004 - Alarm Monitor	16.50
27007 - Baggage Inspector	11.56
27008 - Corrections Officer	19.62
27010 - Court Security Officer	21.18
27030 - Detection Dog Handler	17.90
27040 - Detention Officer	19.62
27070 - Firefighter	22.45
27101 - Guard I	11.56

27102	- Guard II	17.90
27131	- Police Officer I	24.19
27132	- Police Officer II	26.88
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	11.77
28042	- Carnival Equipment Repairer	12.82
28043	- Carnival Worker	8.62
28210	- Gate Attendant/Gate Tender	13.90
28310	- Lifeguard	12.38
28350	- Park Attendant (Aide)	15.55
28510	- Recreation Aide/Health Facility Attendant	11.35
28515	- Recreation Specialist	17.83
28630	- Sports Official	12.38
28690	- Swimming Pool Operator	17.44
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	22.13
29020	- Hatch Tender	22.13
29030	- Line Handler	22.13
29041	- Stevedore I	20.59
29042	- Stevedore II	23.65
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (see 2)	41.14
30011	- Air Traffic Control Specialist, Station (HFO) (see 2)	28.37
30012	- Air Traffic Control Specialist, Terminal (HFO) (see 2)	31.25
30021	- Archeological Technician I	21.56
30022	- Archeological Technician II	25.47
30023	- Archeological Technician III	30.62
30030	- Cartographic Technician	30.62
30040	- Civil Engineering Technician	30.03
30051	- Cryogenic Technician I	24.49
30052	- Cryogenic Technician II	27.06
30061	- Drafter/CAD Operator I	21.56
30062	- Drafter/CAD Operator II	24.71
30063	- Drafter/CAD Operator III	27.56
30064	- Drafter/CAD Operator IV	33.10
30081	- Engineering Technician I	20.02
30082	- Engineering Technician II	22.48
30083	- Engineering Technician III	25.15
30084	- Engineering Technician IV	31.09
30085	- Engineering Technician V	38.65
30086	- Engineering Technician VI	46.10
30090	- Environmental Technician	29.96
30095	- Evidence Control Specialist	22.12
30210	- Laboratory Technician	25.92
30221	- Latent Fingerprint Technician I	23.96
30222	- Latent Fingerprint Technician II	26.47
30240	- Mathematical Technician	30.62
30361	- Paralegal/Legal Assistant I	22.52
30362	- Paralegal/Legal Assistant II	27.90
30363	- Paralegal/Legal Assistant III	34.12
30364	- Paralegal/Legal Assistant IV	41.27
30375	- Petroleum Supply Specialist	27.06
30390	- Photo-Optics Technician	30.62
30395	- Radiation Control Technician	27.06
30461	- Technical Writer I	23.41
30462	- Technical Writer II	28.64
30463	- Technical Writer III	34.93
30491	- Unexploded Ordnance (UXO) Technician I	26.15
30492	- Unexploded Ordnance (UXO) Technician II	31.64
30493	- Unexploded Ordnance (UXO) Technician III	37.92
30494	- Unexploded (UXO) Safety Escort	26.15
30495	- Unexploded (UXO) Sweep Personnel	26.15
30501	- Weather Forecaster I	24.49
30502	- Weather Forecaster II	29.80
30620	- Weather Observer, Combined Upper Air Or (see 2)	26.35
Surface Programs		
30621	- Weather Observer, Senior (see 2)	30.48
31000	- Transportation/Mobile Equipment Operation Occupations	
31010	- Airplane Pilot	31.64
31020	- Bus Aide	13.07
31030	- Bus Driver	18.77
31043	- Driver Courier	14.03
31260	- Parking and Lot Attendant	9.17
31290	- Shuttle Bus Driver	15.28
31310	- Taxi Driver	12.40
31361	- Truckdriver, Light	15.28
31362	- Truckdriver, Medium	18.98
31363	- Truckdriver, Heavy	20.32
31364	- Truckdriver, Tractor-Trailer	20.32
99000	- Miscellaneous Occupations	
99020	- Cabin Safety Specialist	15.43

99030 - Cashier	10.01
99050 - Desk Clerk	11.72
99095 - Embalmer	26.08
99130 - Flight Follower	26.15
99251 - Laboratory Animal Caretaker I	10.81
99252 - Laboratory Animal Caretaker II	11.78
99260 - Marketing Analyst	28.96
99310 - Mortician	29.08
99410 - Pest Controller	15.80
99510 - Photofinishing Worker	13.88
99710 - Recycling Laborer	16.46
99711 - Recycling Specialist	20.06
99730 - Refuse Collector	14.67
99810 - Sales Clerk	12.66
99820 - School Crossing Guard	10.96
99830 - Survey Party Chief	22.05
99831 - Surveying Aide	15.09
99832 - Surveying Technician	19.07
99840 - Vending Machine Attendant	12.00
99841 - Vending Machine Repairer	14.41
99842 - Vending Machine Repairer Helper	12.31

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

- (1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
- (2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
- (3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
- (4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you

work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**\*\* HAZARDOUS PAY DIFFERENTIAL \*\***

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**\*\* SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS \*\***

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

**\*\* REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) \*\***

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested

parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.
- 6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).