
Fringe Benefits Required Follow the Occupational Listing		
OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.18
01012 - Accounting Clerk II		15.92
01013 - Accounting Clerk III		17.91
01020 - Administrative Assistant		26.95
01035 - Court Reporter		21.20
01041 - Customer Service Representative I		14.44
01042 - Customer Service Representative II		16.24
01043 - Customer Service Representative III		17.72
01051 - Data Entry Operator I		13.61
01052 - Data Entry Operator II		14.85
01060 - Dispatcher, Motor Vehicle		21.10
01070 - Document Preparation Clerk		14.31
01090 - Duplicating Machine Operator		14.31
01111 - General Clerk I		13.39
01112 - General Clerk II		14.62
01113 - General Clerk III		16.40
01120 - Housing Referral Assistant		19.28
01141 - Messenger Courier		12.30
01191 - Order Clerk I		13.76
01192 - Order Clerk II		16.61
01261 - Personnel Assistant (Employment) I		16.26
01262 - Personnel Assistant (Employment) II		18.19
01263 - Personnel Assistant (Employment) III		20.28
01270 - Production Control Clerk		23.55
01290 - Rental Clerk		16.16
01300 - Scheduler, Maintenance		15.45
01311 - Secretary I		15.45
01312 - Secretary II		17.29
01313 - Secretary III		19.28
01320 - Service Order Dispatcher		19.05
01410 - Supply Technician		26.95
01420 - Survey Worker		18.54

01460 - Switchboard Operator/Receptionist	13.77
01531 - Travel Clerk I	13.47
01532 - Travel Clerk II	14.57
01533 - Travel Clerk III	15.76
01611 - Word Processor I	14.71
01612 - Word Processor II	16.51
01613 - Word Processor III	18.47
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	21.91
05010 - Automotive Electrician	21.18
05040 - Automotive Glass Installer	20.38
05070 - Automotive Worker	20.38
05110 - Mobile Equipment Servicer	18.76
05130 - Motor Equipment Metal Mechanic	21.91
05160 - Motor Equipment Metal Worker	20.71
05190 - Motor Vehicle Mechanic	21.91
05220 - Motor Vehicle Mechanic Helper	17.85
05250 - Motor Vehicle Upholstery Worker	19.66
05280 - Motor Vehicle Wrecker	20.38
05310 - Painter, Automotive	21.18
05340 - Radiator Repair Specialist	20.38
05370 - Tire Repairer	16.09
05400 - Transmission Repair Specialist	21.91
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.51
07041 - Cook I	12.51
07042 - Cook II	14.01
07070 - Dishwasher	9.55
07130 - Food Service Worker	9.56
07210 - Meat Cutter	19.20
07260 - Waiter/Waitress	9.30
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.47
09040 - Furniture Handler	15.53
09080 - Furniture Refinisher	20.68
09090 - Furniture Refinisher Helper	17.44
09110 - Furniture Repairer, Minor	19.20
09130 - Upholsterer	20.68
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	12.31
11060 - Elevator Operator	12.31
11090 - Gardener	17.48
11122 - Housekeeping Aide	13.68
11150 - Janitor	13.68
11210 - Laborer, Grounds Maintenance	14.66
11240 - Maid or Houseman	10.56
11260 - Pruner	13.58
11270 - Tractor Operator	14.72
11330 - Trail Maintenance Worker	14.66
11360 - Window Cleaner	14.76
12000 - Health Occupations	
12010 - Ambulance Driver	19.09
12011 - Breath Alcohol Technician	19.76
12012 - Certified Occupational Therapist Assistant	21.87
12015 - Certified Physical Therapist Assistant	24.22
12020 - Dental Assistant	18.08
12025 - Dental Hygienist	32.05
12030 - EKG Technician	24.71
12035 - Electroneurodiagnostic Technologist	24.71
12040 - Emergency Medical Technician	19.09
12071 - Licensed Practical Nurse I	18.41
12072 - Licensed Practical Nurse II	20.59
12073 - Licensed Practical Nurse III	22.96

12100 - Medical Assistant	16.20
12130 - Medical Laboratory Technician	19.15
12160 - Medical Record Clerk	18.63
12190 - Medical Record Technician	20.86
12195 - Medical Transcriptionist	18.34
12210 - Nuclear Medicine Technologist	36.19
12221 - Nursing Assistant I	11.42
12222 - Nursing Assistant II	12.84
12223 - Nursing Assistant III	14.01
12224 - Nursing Assistant IV	15.72
12235 - Optical Dispenser	16.65
12236 - Optical Technician	14.79
12250 - Pharmacy Technician	15.19
12280 - Phlebotomist	16.19
12305 - Radiologic Technologist	28.69
12311 - Registered Nurse I	25.22
12312 - Registered Nurse II	30.83
12313 - Registered Nurse II, Specialist	30.83
12314 - Registered Nurse III	37.30
12315 - Registered Nurse III, Anesthetist	37.30
12316 - Registered Nurse IV	44.70
12317 - Scheduler (Drug and Alcohol Testing)	24.74
12320 - Substance Abuse Treatment Counselor	21.04
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.69
13012 - Exhibits Specialist II	22.17
13013 - Exhibits Specialist III	27.12
13041 - Illustrator I	19.15
13042 - Illustrator II	23.72
13043 - Illustrator III	29.02
13047 - Librarian	27.65
13050 - Library Aide/Clerk	13.67
13054 - Library Information Technology Systems Administrator	24.96
13058 - Library Technician	15.51
13061 - Media Specialist I	18.01
13062 - Media Specialist II	20.16
13063 - Media Specialist III	22.47
13071 - Photographer I	17.25
13072 - Photographer II	19.30
13073 - Photographer III	23.90
13074 - Photographer IV	29.24
13075 - Photographer V	35.38
13090 - Technical Order Library Clerk	16.36
13110 - Video Teleconference Technician	17.01
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.24
14042 - Computer Operator II	20.43
14043 - Computer Operator III	22.80
14044 - Computer Operator IV	25.35
14045 - Computer Operator V	27.91
14071 - Computer Programmer I	(see 1) 26.21
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	18.24
14160 - Personal Computer Support Technician	25.35
14170 - System Support Specialist	27.35
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	33.39

15020 - Aircrew Training Devices Instructor (Rated)	39.07
15030 - Air Crew Training Devices Instructor (Pilot)	44.48
15050 - Computer Based Training Specialist / Instructor	33.39
15060 - Educational Technologist	31.77
15070 - Flight Instructor (Pilot)	44.48
15080 - Graphic Artist	23.20
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	37.67
15086 - Maintenance Test Pilot, Rotary Wing	37.67
15088 - Non-Maintenance Test/Co-Pilot	37.67
15090 - Technical Instructor	23.16
15095 - Technical Instructor/Course Developer	28.31
15110 - Test Proctor	18.80
15120 - Tutor	18.80
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	11.53
16030 - Counter Attendant	11.53
16040 - Dry Cleaner	13.74
16070 - Finisher, Flatwork, Machine	11.53
16090 - Presser, Hand	11.53
16110 - Presser, Machine, Drycleaning	11.53
16130 - Presser, Machine, Shirts	11.53
16160 - Presser, Machine, Wearing Apparel, Laundry	11.53
16190 - Sewing Machine Operator	14.31
16220 - Tailor	14.94
16250 - Washer, Machine	12.60
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.94
19040 - Tool And Die Maker	28.83
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.25
21030 - Material Coordinator	23.55
21040 - Material Expediter	23.55
21050 - Material Handling Laborer	14.77
21071 - Order Filler	13.31
21080 - Production Line Worker (Food Processing)	18.25
21110 - Shipping Packer	16.91
21130 - Shipping/Receiving Clerk	16.91
21140 - Store Worker I	15.16
21150 - Stock Clerk	19.11
21210 - Tools And Parts Attendant	18.25
21410 - Warehouse Specialist	18.25
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	27.25
23019 - Aircraft Logs and Records Technician	22.67
23021 - Aircraft Mechanic I	25.96
23022 - Aircraft Mechanic II	27.25
23023 - Aircraft Mechanic III	28.60
23040 - Aircraft Mechanic Helper	20.22
23050 - Aircraft, Painter	25.42
23060 - Aircraft Servicer	22.67
23070 - Aircraft Survival Flight Equipment Technician	25.42
23080 - Aircraft Worker	23.72
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	23.72
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	25.96
23110 - Appliance Mechanic	20.68
23120 - Bicycle Repairer	19.47
23125 - Cable Splicer	34.57
23130 - Carpenter, Maintenance	23.83
23140 - Carpet Layer	22.53
23160 - Electrician, Maintenance	31.55
23181 - Electronics Technician Maintenance I	25.00

23182 - Electronics Technician Maintenance II	26.37
23183 - Electronics Technician Maintenance III	27.73
23260 - Fabric Worker	23.36
23290 - Fire Alarm System Mechanic	22.95
23310 - Fire Extinguisher Repairer	22.04
23311 - Fuel Distribution System Mechanic	29.56
23312 - Fuel Distribution System Operator	27.23
23370 - General Maintenance Worker	18.90
23380 - Ground Support Equipment Mechanic	25.96
23381 - Ground Support Equipment Servicer	22.67
23382 - Ground Support Equipment Worker	23.72
23391 - Gunsmith I	22.04
23392 - Gunsmith II	24.68
23393 - Gunsmith III	27.38
23410 - Heating, Ventilation And Air-Conditioning Mechanic	24.27
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	25.43
23430 - Heavy Equipment Mechanic	24.32
23440 - Heavy Equipment Operator	30.72
23460 - Instrument Mechanic	26.21
23465 - Laboratory/Shelter Mechanic	26.03
23470 - Laborer	14.47
23510 - Locksmith	21.34
23530 - Machinery Maintenance Mechanic	26.50
23550 - Machinist, Maintenance	21.40
23580 - Maintenance Trades Helper	17.44
23591 - Metrology Technician I	26.21
23592 - Metrology Technician II	27.47
23593 - Metrology Technician III	28.79
23640 - Millwright	30.04
23710 - Office Appliance Repairer	20.21
23760 - Painter, Maintenance	20.55
23790 - Pipefitter, Maintenance	36.20
23810 - Plumber, Maintenance	32.10
23820 - Pneudraulic Systems Mechanic	27.38
23850 - Rigger	27.38
23870 - Scale Mechanic	24.68
23890 - Sheet-Metal Worker, Maintenance	26.12
23910 - Small Engine Mechanic	19.90
23931 - Telecommunications Mechanic I	25.19
23932 - Telecommunications Mechanic II	26.27
23950 - Telephone Lineman	24.39
23960 - Welder, Combination, Maintenance	22.81
23965 - Well Driller	27.38
23970 - Woodcraft Worker	27.38
23980 - Woodworker	22.04
24000 - Personal Needs Occupations	
24550 - Case Manager	16.07
24570 - Child Care Attendant	12.68
24580 - Child Care Center Clerk	17.09
24610 - Chore Aide	10.83
24620 - Family Readiness And Support Services Coordinator	16.07
24630 - Homemaker	18.65
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	25.58
25040 - Sewage Plant Operator	25.98
25070 - Stationary Engineer	25.58
25190 - Ventilation Equipment Tender	19.32
25210 - Water Treatment Plant Operator	25.98
27000 - Protective Service Occupations	
27004 - Alarm Monitor	21.32

27007 - Baggage Inspector	14.41
27008 - Corrections Officer	20.63
27010 - Court Security Officer	21.79
27030 - Detection Dog Handler	18.64
27040 - Detention Officer	20.63
27070 - Firefighter	23.62
27101 - Guard I	14.41
27102 - Guard II	18.64
27131 - Police Officer I	30.47
27132 - Police Officer II	33.84
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.19
28042 - Carnival Equipment Repairer	11.92
28043 - Carnival Worker	9.03
28210 - Gate Attendant/Gate Tender	13.37
28310 - Lifeguard	11.70
28350 - Park Attendant (Aide)	14.95
28510 - Recreation Aide/Health Facility Attendant	14.52
28515 - Recreation Specialist	18.42
28630 - Sports Official	11.90
28690 - Swimming Pool Operator	19.18
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.24
29020 - Hatch Tender	22.24
29030 - Line Handler	22.24
29041 - Stevedore I	21.74
29042 - Stevedore II	23.43
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	39.01
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	26.89
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	29.62
30021 - Archeological Technician I	17.93
30022 - Archeological Technician II	20.06
30023 - Archeological Technician III	24.85
30030 - Cartographic Technician	24.85
30040 - Civil Engineering Technician	25.04
30051 - Cryogenic Technician I	25.01
30052 - Cryogenic Technician II	27.63
30061 - Drafter/CAD Operator I	17.93
30062 - Drafter/CAD Operator II	20.06
30063 - Drafter/CAD Operator III	22.37
30064 - Drafter/CAD Operator IV	27.52
30081 - Engineering Technician I	16.66
30082 - Engineering Technician II	18.71
30083 - Engineering Technician III	20.96
30084 - Engineering Technician IV	25.93
30085 - Engineering Technician V	31.73
30086 - Engineering Technician VI	38.36
30090 - Environmental Technician	26.43
30095 - Evidence Control Specialist	22.58
30210 - Laboratory Technician	21.16
30221 - Latent Fingerprint Technician I	25.01
30222 - Latent Fingerprint Technician II	27.63
30240 - Mathematical Technician	25.93
30361 - Paralegal/Legal Assistant I	19.24
30362 - Paralegal/Legal Assistant II	24.79
30363 - Paralegal/Legal Assistant III	30.34
30364 - Paralegal/Legal Assistant IV	36.70
30375 - Petroleum Supply Specialist	27.63
30390 - Photo-Optics Technician	25.93
30395 - Radiation Control Technician	27.63
30461 - Technical Writer I	24.18
30462 - Technical Writer II	29.59

30463 - Technical Writer III	35.80
30491 - Unexploded Ordnance (UXO) Technician I	24.79
30492 - Unexploded Ordnance (UXO) Technician II	29.99
30493 - Unexploded Ordnance (UXO) Technician III	35.95
30494 - Unexploded (UXO) Safety Escort	24.79
30495 - Unexploded (UXO) Sweep Personnel	24.79
30501 - Weather Forecaster I	27.52
30502 - Weather Forecaster II	33.48
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 22.98
30621 - Weather Observer, Senior	(see 2) 25.53
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	29.99
31020 - Bus Aide	16.58
31030 - Bus Driver	23.39
31043 - Driver Courier	15.44
31260 - Parking and Lot Attendant	10.77
31290 - Shuttle Bus Driver	15.39
31310 - Taxi Driver	12.08
31361 - Truckdriver, Light	14.95
31362 - Truckdriver, Medium	19.55
31363 - Truckdriver, Heavy	22.78
31364 - Truckdriver, Tractor-Trailer	22.78
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	14.62
99030 - Cashier	9.92
99050 - Desk Clerk	11.53
99095 - Embalmer	28.81
99130 - Flight Follower	24.79
99251 - Laboratory Animal Caretaker I	12.74
99252 - Laboratory Animal Caretaker II	14.01
99260 - Marketing Analyst	27.79
99310 - Mortician	28.81
99410 - Pest Controller	18.16
99510 - Photofinishing Worker	13.47
99710 - Recycling Laborer	21.43
99711 - Recycling Specialist	23.38
99730 - Refuse Collector	17.71
99810 - Sales Clerk	13.11
99820 - School Crossing Guard	12.30
99830 - Survey Party Chief	25.87
99831 - Surveying Aide	17.15
99832 - Surveying Technician	23.55
99840 - Vending Machine Attendant	15.30
99841 - Vending Machine Repairer	18.26
99842 - Vending Machine Repairer Helper	15.30

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections

under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.41 per hour or \$176.40 per week or \$764.40 per month

HEALTH & WELFARE EO 13706: \$4.13 per hour, or \$165.20 per week, or \$715.87 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)).