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REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR

THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION By direction of the Secretary of Labor | WAGE AND HOUR DIVISION WASHINGTON D.C. 20210

| Wage Determination No.: 2015-4047

Daniel W. Simms Division of | Revision No.: 8 Director Wage Determinations|

Date Of Revision: 07/03/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 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, 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 \$10.35 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 2018. 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

This wage determination is applicable in the following towns and cities in the state of Massachusetts:

BRISTOL COUNTY - Mansfield

ESSEX COUNTY - Lynnfield

MIDDLESEX COUNTY - Acton, Arlington, Bedford, Belmont, Boxborough, Burlington, Cambridge, Carlisle, Concord, Everett, Lexington, Lincoln, Malden, Maynard, Medford, Melrose, Newton, North Reading, Reading, Sherborn, Somerville, Stoneham, Stow, Wakefield, Waltham, Watertown, Wayland, Weston, Wilmington, Winchester, Woburn

NORFOLK COUNTY - Braintree, Brookline, Canton, Cohasset, Dedham, Dover, Foxborough, Franklin, Holbrook, Medfield, Medway, Millis, Milton, Needham, Norfolk, Norwood, Quincy, Randolph, Sharon, Stoughton, Walpole, Wellesley, Westwood, Weymouth, Wrentham

PLYMOUTH COUNTY - Carver, Duxbury, Hanover, Hingham, Hull, Kingston, Marshfield, Norwell, Pembroke, Plymouth, Plympton, Rockland, Scituate

SUFFOLK COUNTY - Boston, Chelsea, Revere, Winthrop

WORCESTER COUNTY - Berlin, Bolton

RATE
18.02
20.22
22.63
30.57
22.95
16.81
18.91
20.64

01051		16 51
	- Data Entry Operator I	16.51
	- Data Entry Operator II	18.02
	- Dispatcher, Motor Vehicle	21.26
	- Document Preparation Clerk	17.69
	- Duplicating Machine Operator	17.69
	- General Clerk I	14.99
	- General Clerk II	16.36
	- General Clerk III	18.36
	- Housing Referral Assistant	23.44
	- Messenger Courier	14.28
	- Order Clerk I	17.11
	- Order Clerk II	18.67
	- Personnel Assistant (Employment) I	18.59
	- Personnel Assistant (Employment) II	20.80
	- Personnel Assistant (Employment) III	23.19
	- Production Control Clerk	26.75
	- Rental Clerk	17.19
	- Scheduler, Maintenance	18.80
	- Secretary I	18.80
	- Secretary II	21.03
	- Secretary III	23.44
	- Service Order Dispatcher	19.00
	- Supply Technician	30.57 19.82
	- Survey Worker	
	- Switchboard Operator/Receptionist	15.74
	- Travel Clerk I - Travel Clerk II	15.17 16.41
	- Travel Clerk III	17.69
	- Mord Processor I	17.48
	- Word Processor II	19.62
	- Word Processor III	21.95
	Automotive Service Occupations	21.93
	- Automobile Body Repairer, Fiberglass	25.10
	- Automobile Body Repairer, Fiberglass - Automotive Electrician	22.60
	- Automotive Electrician - Automotive Glass Installer	21.60
	- Automotive Grass Installer - Automotive Worker	21.60
	- Mobile Equipment Servicer	19.58
	- Motor Equipment Metal Mechanic	23.59
	- Motor Equipment Metal Worker	21.60
	- Motor Vehicle Mechanic	23.59
	- Motor Vehicle Mechanic Helper	18.40
	- Motor Vehicle Upholstery Worker	20.59
	- Motor Vehicle Wrecker	21.60
	- Painter, Automotive	22.60
	- Radiator Repair Specialist	21.60
	- Tire Repairer	14.22
	- Transmission Repair Specialist	23.59
		20.03
	FOOD Preparation and Service Occupations	
	Food Preparation And Service Occupations - Baker	14.71
07041		
	- Baker - Cook I	16.71
07042	- Baker	
07042 07070	- Baker - Cook I - Cook II	16.71 18.44
07042 07070 07130	- Baker - Cook I - Cook II - Dishwasher	16.71 18.44 12.02
07042 07070 07130 07210	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker	16.71 18.44 12.02 13.20
07042 07070 07130 07210 07260	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter	16.71 18.44 12.02 13.20 21.77
07042 07070 07130 07210 07260	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter - Waiter/Waitress	16.71 18.44 12.02 13.20 21.77
07042 07070 07130 07210 07260 09000 -	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter - Waiter/Waitress Furniture Maintenance And Repair Occupations	16.71 18.44 12.02 13.20 21.77 13.04
07042 07070 07130 07210 07260 09000 - 09010 09040	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter - Waiter/Waitress Furniture Maintenance And Repair Occupations - Electrostatic Spray Painter	16.71 18.44 12.02 13.20 21.77 13.04
07042 07070 07130 07210 07260 09000 - 09010 09040 09080	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter - Waiter/Waitress Furniture Maintenance And Repair Occupations - Electrostatic Spray Painter - Furniture Handler	16.71 18.44 12.02 13.20 21.77 13.04 19.25 15.90
07042 07070 07130 07210 07260 09000 - 09010 09040 09080 09090	- Baker - Cook I - Cook II - Dishwasher - Food Service Worker - Meat Cutter - Waiter/Waitress Furniture Maintenance And Repair Occupations - Electrostatic Spray Painter - Furniture Handler - Furniture Refinisher	16.71 18.44 12.02 13.20 21.77 13.04 19.25 15.90 20.88

09130	- Upholsterer	17.64
11000 -	General Services And Support Occupations	
11030	- Cleaner, Vehicles	12.70
11060	- Elevator Operator	15.52
11090	- Gardener	20.75
11122	- Housekeeping Aide	17.16
11150	- Janitor	17.16
11210	- Laborer, Grounds Maintenance	16.79
11240	- Maid or Houseman	15.71
11260	- Pruner	15.44
11270	- Tractor Operator	19.51
	- Trail Maintenance Worker	16.79
	- Window Cleaner	18.67
12000 -	Health Occupations	
	- Ambulance Driver	18.55
	- Breath Alcohol Technician	22.45
	- Certified Occupational Therapist Assistant	28.31
	- Certified Physical Therapist Assistant	30.09
	- Dental Assistant	21.86
	- Dental Hygienist	42.94
	- EKG Technician	37.50
	- Electroneurodiagnostic Technologist	37.50
	- Emergency Medical Technician	18.55
	- Licensed Practical Nurse I	22.71
	- Licensed Practical Nurse II	25.41
	- Licensed Practical Nurse III	28.33
	- Medical Assistant	18.64
	- Medical Laboratory Technician	21.35
	- Medical Record Clerk	21.21
	- Medical Record Technician	23.73
	- Medical Transcriptionist	23.14
	- Nuclear Medicine Technologist	38.56
	- Nursing Assistant I	12.77
12222	- Nursing Assistant II	14.37
	- Nursing Assistant III	15.68
	- Nursing Assistant IV	17.60
	- Optical Dispenser	30.02
12236	- Optical Technician	19.18
12250	- Pharmacy Technician	20.80
12280	- Phlebotomist	19.02
12305	- Radiologic Technologist	36.26
12311	- Registered Nurse I	31.18
12312	- Registered Nurse II	40.19
12313	- Registered Nurse II, Specialist	40.19
	- Registered Nurse III	48.63
	- Registered Nurse III, Anesthetist	48.63
	- Registered Nurse IV	58.29
	- Scheduler (Drug and Alcohol Testing)	25.91
	- Substance Abuse Treatment Counselor	21.83
	Information And Arts Occupations	
	- Exhibits Specialist I	22.17
	- Exhibits Specialist II	27.46
	- Exhibits Specialist III	33.59
	- Illustrator I	21.90
	- Illustrator II	27.12
	- Illustrator III	33.18
	- Librarian	35.60
	- Library Information Tochnology Systems	16.11
	- Library Information Technology Systems	32.15
	istrator	22 72
13028	- Library Technician	23.72

13061	- Media Specialist I		22.75
13062	- Media Specialist II		24.12
13063	- Media Specialist III		26.91
13071	- Photographer I		18.65
	- Photographer II		20.87
	- Photographer III		25.85
	- Photographer IV		30.00
	- Photographer V		38.26
	- Technical Order Library Clerk		20.23
	- Video Teleconference Technician		25.47
	Information Technology Occupations		
	- Computer Operator I		19.71
	- Computer Operator II		22.05
	- Computer Operator III		24.58
	- Computer Operator IV		27.32
	- Computer Operator V		30.25
	- Computer Programmer I	(see 1)	25.98
	- Computer Programmer II	(see 1)	20.50
	- Computer Programmer III	(see 1)	
	- Computer Programmer IV	(see 1)	
	- Computer Systems Analyst I	(see 1)	
	- Computer Systems Analyst II	(see 1)	
	- Computer Systems Analyst III	(see 1)	
	- Peripheral Equipment Operator	(see I)	19.71
			27.32
	- Personal Computer Support Technician		
	- System Support Specialist		38.57
	Instructional Occupations		25 72
	- Aircrew Training Devices Instructor (Non-Rated)		35.72
	- Aircrew Training Devices Instructor (Rated)		43.22
	- Air Crew Training Devices Instructor (Pilot)		51.80
	- Computer Based Training Specialist / Instructor		35.72
	- Educational Technologist		33.48
	- Flight Instructor (Pilot)		51.80
	- Graphic Artist		31.54
	- Maintenance Test Pilot, Fixed, Jet/Prop		43.34
	- Maintenance Test Pilot, Rotary Wing		43.34
	- Non-Maintenance Test/Co-Pilot		43.34
	- Technical Instructor		29.29
	- Technical Instructor/Course Developer		35.83
15110	- Test Proctor		23.65
	- Tutor		23.65
16000 -	Laundry, Dry-Cleaning, Pressing And Related Occup	pations	
16010	- Assembler		12.28
16030	- Counter Attendant		12.28
16040	- Dry Cleaner		15.40
16070	- Finisher, Flatwork, Machine		12.28
16090	- Presser, Hand		12.28
16110	- Presser, Machine, Drycleaning		12.28
	- Presser, Machine, Shirts		12.28
	- Presser, Machine, Wearing Apparel, Laundry		12.28
	- Sewing Machine Operator		16.31
	- Tailor		17.03
	- Washer, Machine		12.89
	Machine Tool Operation And Repair Occupations		
	- Machine-Tool Operator (Tool Room)		22.95
	- Tool And Die Maker		26.82
	Materials Handling And Packing Occupations		
	- Forklift Operator		18.23
	- Material Coordinator		26.75
	- Material Expediter		26.75
	- Material Handling Laborer		14.39
21030	racerrar nandring naporer		14.09

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23710	- Office Appliance Repairer	25.51
23760	- Painter, Maintenance	26.66
23790	- Pipefitter, Maintenance	32.93
23810	- Plumber, Maintenance	31.55
23820	- Pneudraulic Systems Mechanic	31.10
23850	- Rigger	25.30
23870	- Scale Mechanic	28.48
23890	- Sheet-Metal Worker, Maintenance	34.02
23910	- Small Engine Mechanic	23.18
23931	- Telecommunications Mechanic I	36.99
23932	- Telecommunications Mechanic II	38.79
	- Telephone Lineman	38.25
	- Welder, Combination, Maintenance	26.68
	- Well Driller	31.10
	- Woodcraft Worker	31.10
	- Woodworker	25.81
	Personal Needs Occupations	20.01
	- Case Manager	15.78
	- Child Care Attendant	14.11
	- Child Care Center Clerk	17.60
	- Chore Aide	13.82
	- Family Readiness And Support Services	15.78
	inator	15.76
	- Homemaker	19.55
		19.55
	Plant And System Operations Occupations	20.00
	- Boiler Tender	29.99
	- Sewage Plant Operator	26.92
	- Stationary Engineer	29.99
	- Ventilation Equipment Tender	23.21
	- Water Treatment Plant Operator	26.92
	Protective Service Occupations	0.4.05
	- Alarm Monitor	24.26
	- Baggage Inspector	15.85
	- Corrections Officer	34.42
	- Court Security Officer	32.67
	- Detection Dog Handler	18.95
	- Detention Officer	34.42
27070	- Firefighter	30.91
	- Guard I	15.85
27102	- Guard II	18.95
27131	- Police Officer I	31.21
27132	- Police Officer II	34.68
28000 -	Recreation Occupations	
28041	- Carnival Equipment Operator	15.28
	- Carnival Equipment Repairer	16.25
	- Carnival Worker	12.09
28210	- Gate Attendant/Gate Tender	16.24
	- Lifequard	13.45
	- Park Attendant (Aide)	17.97
	- Recreation Aide/Health Facility Attendant	13.58
	- Recreation Specialist	22.62
	- Sports Official	14.47
	- Swimming Pool Operator	19.44
	Stevedoring/Longshoremen Occupational Services	19.11
	- Blocker And Bracer	25.54
	- Hatch Tender	25.54
	- Line Handler	25.54
	- Stevedore I	26.29
	- Stevedore II	29.25
		29.23
	Technical Occupations - Nir Traffic Control Specialist Contor (MEO) (Sec.	2) 42 15
20010	- Air Traffic Control Specialist, Center (HFO) (see	2) 42.15

30011 - Air Traffic Control Specialist, Station (HFO) 30012 - Air Traffic Control Specialist, Terminal (HFO) 30021 - Archeological Technician I 30022 - Archeological Technician II 30023 - Archeological Technician III 30030 - Cartographic Technician 30040 - Civil Engineering Technician 30051 - Cryogenic Technician I 30052 - Cryogenic Technician II 30062 - Drafter/CAD Operator II 30062 - Drafter/CAD Operator II 30063 - Drafter/CAD Operator III 30064 - Drafter/CAD Operator IV 30081 - Engineering Technician II 30082 - Engineering Technician II 30083 - Engineering Technician III 30084 - Engineering Technician IV 30085 - Engineering Technician VI 30090 - Environmental Technician V 30090 - Environmental Technician 30095 - Evidence Control Specialist 30210 - Laboratory Technician 30221 - Latent Fingerprint Technician I 30222 - Latent Fingerprint Technician II 30240 - Mathematical Technician 30361 - Paralegal/Legal Assistant I 30362 - Paralegal/Legal Assistant II 30363 - Paralegal/Legal Assistant III 30364 - Paralegal/Legal Assistant III 30365 - Petroleum Supply Specialist 30390 - Photo-Optics Technician 30395 - Radiation Control Technician 30396 - Technical Writer II 30462 - Technical Writer II 30463 - Technical Writer II 30464 - Unexploded Ordnance (UXO) Technician II 30493 - Unexploded Ordnance (UXO) Technician III		29.06 32.00 21.07 23.57 29.20 29.20 28.36 29.11 32.16 21.07 23.57 26.27 32.34 17.29 19.42 21.74 26.93 32.93 38.49 28.49 26.29 27.31 29.11 32.16 29.20 20.44 25.32 30.97 37.46 32.16 29.20 32.16 29.20 32.16 26.83 32.82 39.71 26.79 32.41 38.85
30494 - Unexploded (UXO) Safety Escort 30495 - Unexploded (UXO) Sweep Personnel		26.79 26.79
30501 - Weather Forecaster I		32.34
30502 - Weather Forecaster II		39.33
	(see 2)	26.27
Surface Programs		
30621 - Weather Observer, Senior	(see 2)	29.20
31000 - Transportation/Mobile Equipment Operation Occupa 31010 - Airplane Pilot 31020 - Bus Aide	ations	32.41 17.57
31030 - Bus Driver		23.32
31043 - Driver Courier		17.52
31260 - Parking and Lot Attendant		14.23
31290 - Shuttle Bus Driver		18.64
31310 - Taxi Driver 31361 - Truckdriver, Light		14.25 18.64
31362 - Truckdriver, Medium		19.62
31363 - Truckdriver, Heavy		25.42
31364 - Truckdriver, Tractor-Trailer		25.42
99000 - Miscellaneous Occupations		15.00
99020 - Cabin Safety Specialist 99030 - Cashier		15.80
99030 - Cashier 99050 - Desk Clerk		11.57 14.08
22000 DOOK OTOTIV		14.00

99095 - Embalmer	35.12
99130 - Flight Follower	26.79
99251 - Laboratory Animal Caretaker I	19.09
99252 - Laboratory Animal Caretaker II	20.31
99260 - Marketing Analyst	34.51
99310 - Mortician	38.21
99410 - Pest Controller	22.46
99510 - Photofinishing Worker	15.36
99710 - Recycling Laborer	20.65
99711 - Recycling Specialist	23.98
99730 - Refuse Collector	18.99
99810 - Sales Clerk	13.61
99820 - School Crossing Guard	15.05
99830 - Survey Party Chief	31.00
99831 - Surveying Aide	20.51
99832 - Surveying Technician	28.19
99840 - Vending Machine Attendant	15.89
99841 - Vending Machine Repairer	18.68
99842 - Vending Machine Repairer Helper	15.89

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: \$4.48 per hour or \$179.20 per week or \$776.53 per month

HEALTH & WELFARE EO 13706: \$4.18 per hour, or \$167.20 per week, or \$724.53 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

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)).