

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 31
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 20-Jan-2017	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY US ARMY ENGINEER DISTRICT, FORT WORTH ATTN: CESWF-CT 819 TAYLOR ST, ROOM 2A17 FORT WORTH TX 76102-0300	CODE W9126G	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. W9126G-17-T-0066	
		X	9B. DATED (SEE ITEM 11) 17-Jan-2017	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) W9126G-17-T-0066 is hereby amended to add Navarro Mills Lake Gate Attendants to the solicitation: 1) Bid Schedule for Navarro Mills Lake - Parks (Pecan Point & Oak Park Day Use) 2) Appendix Performance Workstatement (PWS) Navarro Mills Lake 3) Wage Determination for Navarro Mills County All other terms and conditions remain unchanged. POC: Sandra Justman, sandra.justman@usace.army.mil, 817-886-1073				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 20-Jan-2017

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

The following have been added by full text:

BID SCHEDULE

AM01

**BID SCHEDULE
Navarro Mills Lake
Oak Park Day Use**

Oak Park Day Use

Item #	Attendant Position	Quantity	Price Per Day	Total Cost
0001	Base 1 April 2017 – 04 Sept 2017	92 Days		
1001	Option 1 April 2018 – 03 Sept 2018	91 Days		
			Total	

AM01

**BID SCHEDULE
Navarro Mills Lake
Pecan Point**

Pecan Point

Item #	Attendant Position	Quantity	Price Per Day	Total Cost
0001	Base 1 April 2017 – 30 Sept 2017	109 Days		
1001	Option 1 April 2018 – 30 Sept 2018	110 Days		
			Total	

PERFORMANCE WORKSTATEMENT

AM01

APPENDICES PERFORMANCE WORK STATEMENT (PWS) GATE ATTENDANT

SERVICES

NAVARRO MILLS LAKE

1. **GENERAL:** This is a non-personal services contract to provide Gate Attendant services at NAVARRO MILLS Lake. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

1.1 Description of Services/Introduction: The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform Gate Attendant Services as defined in the SWF District Performance Work Statement, Appendices PWS for NAVARRO MILLS Lake and Gate Attendant Handbook except for those items specified as government furnished property and services. The contractor shall perform to the standards in this contract.

1.2. Scope: Gate Attendant services as described in the NAVARRO MILLS Lake Appendices, Section 1.10, Work is to be performed, and the Fort Worth District Gate Attendant Services PWS.

1.3 Period of Performance: Estimated deliverables for Pecan Point Park and Oak Park Day Use

Pecan Point Park

Position	Number of Days	Gate House Hours	Availability Hours
a. Base 1 April 2017 – 30 Sept 2017	109	872	1744
b. Option 1 April 2018 – 30 Sept 2018	110	880	1760

Oak Park Day Use

Position	Number of Days	Gate House Hours	Availability Hours
a. Base 1 April 2017 – 04 Sept 2017	92	1104	1104
b. Option 1 April 2018 – 03 Sept 2018	91	1092	1092

1.4 General Information

1.4.1 Quality Control: Not applicable.

1.4.2 Quality Assurance: The Government shall evaluate the contractor's performance under this contract in

accordance with the Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

1.4.3 Government Holidays: The Contractor will work the holidays that fall on their shift.

New Year’s Day	Labor Day
Martin Luther King Jr.’s Birthday	Columbus Day
President’s Day	Veterans Day
Memorial Day	Christmas Day
Thanksgiving Day	Independence Day

1.4.4 Hours of Operation:

1.4.4.1 Pecan Point Park: Contractor will work four (4) days, Friday thru Monday, and three (3) calendar days off which will be Tuesday thru Thursday, and will work all federal holidays including the day before and the day after all federal holidays. Twenty-four hour shifts begin at 6:00 a.m. each morning and end at 6:00 a.m. the following morning. Gate Attendant shall be considered on-duty during the hours between 6:00 a.m. and 10:00 p.m. Gate attendants will be available to assist visitors during availability hours. Between the hours of 10:00p.m. and 6:00a.m. gate attendants shall be considered available for emergency duty should it be necessary to assist park visitors or to meet other contract specifications.

1.4.4.2 Oak Park Day Use: Contractor will work four (4) days, Friday thru Monday, and three (3) calendar days off which will be Tuesday thru Thursday, and will work all federal holidays. Twenty-four hour shifts begin at 6:00 a.m. each morning and end at 6:00 a.m. the following morning. Gate Attendant shall be considered on-duty during the hours between 10:00 a.m. and 10:00 p.m.

Contractor	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Oak Park Day Use Gate House Hours Availability Hours	1000-2200 2200-1000	OFF	OFF	OFF	1000-2200 2200-1000	1000-2200 2200-1000	1000-2200 2200-1000
Pecan Point Gate House Hours Availability Hours	0800-1200 1400-1800	OFF	OFF	OFF	0800-1200 1400-1800 1800-0800 1200-1400	0800-1200 1400-1800 1800-0800 1200-1400	0800-1200 1400-1800 1800-0800 1200-1400

1.4.5 Place of Performance: The work to be performed under this contract will be performed at Pecan Point Park and Oak Park Day Use Park at NAVARRO MILLS Lake.

1.4.5.1 Pecan Point: Facilities include 35 campsites, 5 with Water and Electric, 1 boat ramp, 2 restrooms. Pecan Point Park also has an invasive species known as Argentine Ants. These ants are a non-biting ant and will infest personal property if given the opportunity. Contractors are solely responsible for implementing measures to prevent these ants from entering personal property.

1.4.5.2 Oak Park Day Use: Facilities include 1swim beach, 1 group site and multiple picnic sites with 1 restroom with hot showers, Oak Park Day Use also has an invasive species known as Argentine Ants. These ants are a non-biting ant and will infest personal property if given the opportunity. Contractors are solely responsible for implementing measures to prevent these ants from entering personal property.

1.4.6 Type of Contract: The government will award a Firm Fixed Price contract.

1.4.7 Security Requirements: All Contractor and all associated Sub-contractors employees shall comply

with applicable facility access and local security procedures (provided by government representative). The Contractor shall also provide all information for background checks to meet facility access requirements to be accomplished by the Government organizations Director of Emergency Services or Security Office. Contract workforce must comply with all personal identity verification requirements as directed by DOD, HQDA and /or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility change, the Government may require changes in the Contractor security matters or processes.

1.4.7.1 Contractor must complete and retain the required I-9 Employment Eligibility Verification Form for each employee and submit a copy of this form to the KO, COR or DI, before the first day of work by the employee. Contractor, Contractor's employees and Subcontractors must be pre screened utilizing the E-Verify Program. All employees, at the time of award or hired during the life of this contract, must remain eligible with the Department of Homeland Security. Current I-9 forms and E-Verify Program can be accessed at <http://www.uscis.gov> at no charge.

1.4.7.2 Photo Identification Badges: Contractor shall provide photo identification cards to all contract employees working at NAVARRO MILLS Lake. Contractors will wear photo badges on their person as they perform duties to execute work items under this contract. (PWS 1.10)

1.4.7.3 Screening for Criminal History: Contractor and Contractor's employees will be screened for criminal history.

1.4.7.4 iWatch/CorpsWatch Program: Contractor, Contractor's employees and Subcontractors will be required to attend iWatch/CorpsWatch Program Training to be provided by Corps personnel at the Whitney Lake office.

1.4.7.5 Physical Security: The contractor shall be responsible for safeguarding all Government equipment, information and property provided for contractor use. At the close of each work period, government facilities, equipment, and materials shall be secured.

1.4.7.6 Key Control: Government keys provided to the contractor will be issued and controlled in accordance with AR 190-51 and the U.S. Army Corps of Engineers, Southwestern Division Recreation Use Fee Program Regulation, SWDR 1130-2-550-1. The Contractor shall establish and implement methods of making sure all keys/key cards issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the Quality Control Plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The Contractor shall immediately report any occurrences of lost or duplicate keys/key cards to the Contracting Officer.

(a) The Contractor shall prohibit the use of Government issued keys/key cards by any persons other than the Contractor and team member. The Contractor shall prohibit the opening of locked areas by persons other than the Contractor and team member.

(b) Lock Combinations: The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons. The Contractor shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations. These procedures shall be included in the Contractor's Quality Control Plan.

1.4.8 Special Qualifications: Not applicable.

1.4.9 Pre-Work Conference: The Contractor will be required to attend a pre-work conference at no additional cost to the government to be conducted by the Lake Manager or their representative, at the NAVARRO MILLS Lake Office or other agreed upon location. This meeting will cover the policies outlined in the Fort Worth District PWS and this lake appendix. The pre-work conference is normally held the week before the Contractor begins providing the services.

1.4.10 Contracting Officer Representative (COR): Not required per FAR PGI 201-602-2.

1.4.11 Contractor Key Personnel: Not applicable.

1.4.12 Identification of Contractor Employees: Not applicable.

1.4.13 Contractor Travel: Not applicable.

1.4.14 Data Rights: The Government has unlimited rights to all documents/material produced under this contract. All documents and materials, to include the source codes of any software, produced under this contract shall be Government owned and are the property of the Government with all rights and privileges of ownership/copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the contractor without written permission from the Contracting Officer. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. This right does not abrogate any other Government rights.

1.4.15 Organizational Conflict of Interest: Not applicable.

1.5. GOVERNMENT-FURNISHED ITEMS AND SERVICES:

1.5.1 Facilities: The Government will provide a gate house for the contractor to work from at the parks.

1.5.2 Equipment: The Government will provide computer, computer monitors, printers, and telephone.-

1.5.3 Materials: The Government will provide forms, maps, brochures, handouts, light bulbs, air condition filters, computer paper, staplers, staples, china markers, toilet paper, cleaning supplies, water hose and sprinklers. The Government will also supply the Fort Worth District Use Fee Program SOP, and the NAVARRO MILLS Lake Gate Attendant Handbook.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: The Contractor shall furnish all supplies, equipment, facilities and services required to perform work under this contract that are not listed under Section 1.5 of this PWS.

1.6.2 Equipment: The Contractor shall provide a transportation vehicle, which can be operated independently of the RV free of leaks and in good mechanical condition for use in performing the requirements of the contract. Minimum state required liability insurance must be carried. Proof of liability insurance will be submitted to the Lake Manager prior to work start date at pre-work conference.

1.6.3. Materials: The Contractor shall furnish all materials, excluding those furnished by Government as specified above needed to operate the gatehouse. This list includes, but is not limited to, hi-liters, color markers, notepads, pens, pencils, tape, trash bags, and any other items that may be necessary to operate the gatehouse.

1.6.4. Personnel: Pecan Point: Minimum of two (2) person team over 21 years of age shall remain in the park during the entire work shift as specified by the Lake Manager. Contractor will be required to work a four (4) day on and three (3) day off shift. Oak Park Day Use: Minimum of one (1) person over 21 years of age shall remain in the park during the entire work shift.

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): Not applicable.

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS):

1.8.1 The Contractor must abide by all applicable State, Federal and Local Laws and regulations, publications, manuals, and local policies and procedures, including the Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, the Fort Worth District Use Fee Program SOP, and the NAVARRO MILLS Lake Office Gate Attendant Handbook.

1.9 Attachment/Technical Exhibit List:

Attachment 1/Technical Exhibit 1 – Performance Requirements Summary.

TECHNICAL EXHIBIT 1

Performance Requirements Summary: The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required—usually a shall statement)	Standard	Performance Threshold (This is the maximum error rate. It could possibly be “Zero deviation from standard”)	Method of Surveillance
PRS # 1 The Contractor shall collect User Fees, SWF PWS 1.11.1 and Lake PWS 1.10.2	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
PRS # 2 The Contractor shall operate park entrance and exit gates. Gate Operations Lake PWS1.10.3	The Contractor operated entrance and exit gates during operational hours.	Zero (0) deviation from standard.	100% Inspection.
PRS # 3 The Contractor shall inspect parks. Park Inspections Lake PWS 1.10.5	The Contractor completed daily inspections during contract specified times.	(Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
PRS # 4 The Contractor shall cooperate with customers, Government personnel, and other Contractors. SWF PWS Cooperation with Others 1.12.	Contractor cooperated with customers, other Contractors, and Government personnel according to SWF and Lake policy.	Zero (0) deviations from validated complaints	100% Inspection

1.9.2 Technical Exhibit 2 – Deliverables Schedule

**TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE**

<u>Deliverable</u>	<u>Frequency</u>	<u># of Copies</u>	<u>Medium/Format</u>	<u>Submit To</u>
Daily Report	Within one day of completing shift	1 original	Hard Copy	Lake Office
Financial Statements	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Deposit Statements	Within one day of completing shift	1 original	Hard Copy	Lake Office

1.10 Work to be Performed:

1.10.1 Compliance: Contractor is responsible for following procedures and requirements specified in a comprehensive Navarro Mills Lake Gate Attendant Handbook issued by the Lake Office. Gate Attendants may receive performance evaluations as specified by the Lake Manager.

1.10.2 User Fees: The contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. Monies, fee books, annual day use fee passes, credit vouchers, credit card receipts, America the Beautiful Interagency Passes and user fee permits will be stored in a permanently installed vault or safe provided by the Government, or as directed by the Lake Manager. Each week the contractor will be required to mail their Deposit Summary to NRRS by 11:00am on the first week day of their next shift, at their own expense. Attendants can use only the local Post Offices to purchase money orders. Gate Attendants will bring reports, deposits, permits, money order receipts, certificate of mailing, and customer receipts from the post office to the Navarro Mills Lake Office by 11:30am on the day of mailing.

1.10.3 Gate Operations: Pecan Point: Park entrance gates will be closed at 10:00 p.m. each night and opened at 6:00 a.m. each morning. Between 10:00 p.m. and 6:00 a.m., Gate Attendants will allow ingress and egress of individuals who have valid emergencies. Oak Park Day Use: Park entrance gates will be closed at sunset each night and opened at 10:00 a.m. each morning.

1.10.4 Camping Status: The Contractors camping status will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsites status markers in accordance with established policies of the Lake Manager.

1.10.5 Park Inspections: The Contractor shall patrol entire park a minimum of four (4) times daily during the summer season (1 April through 30 September) in accordance with established policy of the Lake Manager. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. The Contractor shall keep a patrol inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

1.10.6 Group Shelters: There are no group shelters in Pecan Point Park or Oak Park Day Use.

1.10.7 Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. Any items not picked up after two (2) weeks will be turned in to a Park Ranger or contract fee collector. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will ensure that proper identification is obtained from individuals before release of any lost and found property.

1.10.8 Gate House and Landscape Maintenance: The Contractor will maintain the gatehouse, both inside and outside, in a clean, orderly and sanitary condition at all times.

1.10.8.1 The gatehouse will be thoroughly cleaned at the end of each shift to the Lake Manager's or designated representative's satisfaction to include the following:

- (a) Toilet facilities
- (b) Floors - swept and mopped
- (c) Windows - washed
- (d) Entire interior building surfaces - dusted and cleaned if necessary
- (e) Outside building and walking surfaces - seventy-five (75) feet perimeter of gatehouse will be free of litter
- (f) All trash cans - emptied

Gate Attendants will provide all equipment, tools, supplies and materials necessary to clean the gatehouse.

1.10.8.2 Gate Attendant shall water the lawn, flowers, trees, and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by lake personnel. The Government will provide hose and sprinklers.

1.10.8.3 Gate Attendants will not smoke nor be allowed to have pets in the gate house.

1.10.9 Other Requirements: Contractors will complete reports as required by the Lake Manager. The reports include;

but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports. Gate Attendants will be required to perform additional duties as required in the Navarro Mills Lake Gate Attendant Handbook. Gate Attendants shall be required to sign a form indicating their understanding of the Navarro Mills Lake Gate Attendant Handbook. A copy of the Navarro Mills Lake Gate Attendant Handbook will be available at the Navarro Mills Lake Office for review by prospective bidders.

WAGE DETERMINATION

AM01

5) WAGE DETERMINATION FOR NAVARRO COUNTY

WD 15-5273 (Rev.-3) was first posted on www.wdol.gov on 01/03/2017

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.: 2015-5273
Daniel W. Simms	Division of	Revision No.: 3
Director	Wage Determinations	Date Of Revision: 12/30/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 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 \$10.20 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 2017. 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.

State: Texas

Area: Texas Counties of Cooke, Fannin, Navarro

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.36
01012 - Accounting Clerk II		16.13

01013 - Accounting Clerk III	18.03
01020 - Administrative Assistant	26.46
01035 - Court Reporter	19.02
01041 - Customer Service Representative I	10.58
01042 - Customer Service Representative II	11.89
01043 - Customer Service Representative III	12.97
01051 - Data Entry Operator I	13.20
01052 - Data Entry Operator II	14.41
01060 - Dispatcher, Motor Vehicle	21.36
01070 - Document Preparation Clerk	14.24
01090 - Duplicating Machine Operator	14.24
01111 - General Clerk I	11.37
01112 - General Clerk II	12.79
01113 - General Clerk III	15.78
01120 - Housing Referral Assistant	21.60
01141 - Messenger Courier	11.86
01191 - Order Clerk I	14.86
01192 - Order Clerk II	16.20
01261 - Personnel Assistant (Employment) I	16.75
01262 - Personnel Assistant (Employment) II	18.73
01263 - Personnel Assistant (Employment) III	20.88
01270 - Production Control Clerk	21.36
01290 - Rental Clerk	15.30
01300 - Scheduler, Maintenance	17.32
01311 - Secretary I	17.32
01312 - Secretary II	19.38
01313 - Secretary III	21.60
01320 - Service Order Dispatcher	17.47
01410 - Supply Technician	26.46
01420 - Survey Worker	17.29
01460 - Switchboard Operator/Receptionist	13.60
01531 - Travel Clerk I	13.92
01532 - Travel Clerk II	15.00
01533 - Travel Clerk III	16.05
01611 - Word Processor I	12.80
01612 - Word Processor II	16.83

01613 - Word Processor III	19.02
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	21.02
05010 - Automotive Electrician	23.04
05040 - Automotive Glass Installer	20.93
05070 - Automotive Worker	22.02
05110 - Mobile Equipment Servicer	18.52
05130 - Motor Equipment Metal Mechanic	22.99
05160 - Motor Equipment Metal Worker	20.93
05190 - Motor Vehicle Mechanic	22.99
05220 - Motor Vehicle Mechanic Helper	17.27
05250 - Motor Vehicle Upholstery Worker	19.82
05280 - Motor Vehicle Wrecker	20.93
05310 - Painter, Automotive	24.22
05340 - Radiator Repair Specialist	20.93
05370 - Tire Repairer	12.44
05400 - Transmission Repair Specialist	22.99
07000 - Food Preparation And Service Occupations	
07010 - Baker	11.26
07041 - Cook I	10.33
07042 - Cook II	11.69
07070 - Dishwasher	8.42
07130 - Food Service Worker	9.61
07210 - Meat Cutter	13.34
07260 - Waiter/Waitress	9.03
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	16.85
09040 - Furniture Handler	11.26
09080 - Furniture Refinisher	16.85
09090 - Furniture Refinisher Helper	13.22
09110 - Furniture Repairer, Minor	15.16
09130 - Upholsterer	18.18
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.82
11060 - Elevator Operator	10.67
11090 - Gardener	14.73

11122 - Housekeeping Aide	9.70
11150 - Janitor	9.70
11210 - Laborer, Grounds Maintenance	10.95
11240 - Maid or Houseman	8.71
11260 - Pruner	11.58
11270 - Tractor Operator	13.46
11330 - Trail Maintenance Worker	11.07
11360 - Window Cleaner	11.12
12000 - Health Occupations	
12010 - Ambulance Driver	15.87
12011 - Breath Alcohol Technician	20.60
12012 - Certified Occupational Therapist Assistant	28.62
12015 - Certified Physical Therapist Assistant	30.09
12020 - Dental Assistant	19.08
12025 - Dental Hygienist	36.62
12030 - EKG Technician	28.89
12035 - Electroneurodiagnostic Technologist	28.89
12040 - Emergency Medical Technician	15.87
12071 - Licensed Practical Nurse I	18.42
12072 - Licensed Practical Nurse II	20.60
12073 - Licensed Practical Nurse III	22.96
12100 - Medical Assistant	15.37
12130 - Medical Laboratory Technician	21.14
12160 - Medical Record Clerk	15.45
12190 - Medical Record Technician	17.26
12195 - Medical Transcriptionist	18.42
12210 - Nuclear Medicine Technologist	36.87
12221 - Nursing Assistant I	10.84
12222 - Nursing Assistant II	12.20
12223 - Nursing Assistant III	13.30
12224 - Nursing Assistant IV	14.94
12235 - Optical Dispenser	15.48
12236 - Optical Technician	15.16
12250 - Pharmacy Technician	15.18
12280 - Phlebotomist	15.80
12305 - Radiologic Technologist	25.82

12311 - Registered Nurse I	25.82
12312 - Registered Nurse II	31.58
12313 - Registered Nurse II, Specialist	31.58
12314 - Registered Nurse III	38.19
12315 - Registered Nurse III, Anesthetist	38.19
12316 - Registered Nurse IV	45.78
12317 - Scheduler (Drug and Alcohol Testing)	24.53
12320 - Substance Abuse Treatment Counselor	22.69
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.65
13012 - Exhibits Specialist II	25.58
13013 - Exhibits Specialist III	31.28
13041 - Illustrator I	24.95
13042 - Illustrator II	30.91
13043 - Illustrator III	36.18
13047 - Librarian	31.56
13050 - Library Aide/Clerk	14.33
13054 - Library Information Technology Systems Administrator	27.42
13058 - Library Technician	16.29
13061 - Media Specialist I	19.78
13062 - Media Specialist II	22.13
13063 - Media Specialist III	24.67
13071 - Photographer I	16.50
13072 - Photographer II	18.46
13073 - Photographer III	22.87
13074 - Photographer IV	27.97
13075 - Photographer V	33.85
13090 - Technical Order Library Clerk	18.01
13110 - Video Teleconference Technician	21.59
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.91
14042 - Computer Operator II	17.80
14043 - Computer Operator III	20.78
14044 - Computer Operator IV	24.67
14045 - Computer Operator V	27.31

14071 - Computer Programmer I	(see 1)	
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		15.91
14160 - Personal Computer Support Technician		24.67
14170 - System Support Specialist		18.10
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		35.04
15020 - Aircrew Training Devices Instructor (Rated)		41.90
15030 - Air Crew Training Devices Instructor (Pilot)		46.09
15050 - Computer Based Training Specialist / Instructor		35.04
15060 - Educational Technologist		30.75
15070 - Flight Instructor (Pilot)		46.09
15080 - Graphic Artist		24.97
15085 - Maintenance Test Pilot, Fixed, Jet/Prop		40.93
15086 - Maintenance Test Pilot, Rotary Wing		40.93
15088 - Non-Maintenance Test/Co-Pilot		40.93
15090 - Technical Instructor		24.21
15095 - Technical Instructor/Course Developer		29.60
15110 - Test Proctor		19.54
15120 - Tutor		19.54
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.70
16030 - Counter Attendant		9.70
16040 - Dry Cleaner		12.45
16070 - Finisher, Flatwork, Machine		9.70
16090 - Presser, Hand		9.70
16110 - Presser, Machine, Drycleaning		9.70
16130 - Presser, Machine, Shirts		9.70
16160 - Presser, Machine, Wearing Apparel, Laundry		9.70
16190 - Sewing Machine Operator		13.20
16220 - Tailor		14.20

16250 - Washer, Machine	10.65
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	19.18
19040 - Tool And Die Maker	22.87
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.02
21030 - Material Coordinator	19.45
21040 - Material Expediter	19.45
21050 - Material Handling Laborer	12.80
21071 - Order Filler	13.57
21080 - Production Line Worker (Food Processing)	15.02
21110 - Shipping Packer	13.52
21130 - Shipping/Receiving Clerk	13.52
21140 - Store Worker I	11.85
21150 - Stock Clerk	15.94
21210 - Tools And Parts Attendant	15.02
21410 - Warehouse Specialist	15.02
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	30.47
23019 - Aircraft Logs and Records Technician	22.61
23021 - Aircraft Mechanic I	29.07
23022 - Aircraft Mechanic II	30.47
23023 - Aircraft Mechanic III	31.89
23040 - Aircraft Mechanic Helper	19.71
23050 - Aircraft, Painter	25.93
23060 - Aircraft Servicer	22.61
23070 - Aircraft Survival Flight Equipment Technician	25.93
23080 - Aircraft Worker	23.90
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	23.90
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	29.07
23110 - Appliance Mechanic	18.86
23120 - Bicycle Repairer	13.68
23125 - Cable Splicer	21.56
23130 - Carpenter, Maintenance	17.25

23140 - Carpet Layer	17.80
23160 - Electrician, Maintenance	20.94
23181 - Electronics Technician Maintenance I	25.82
23182 - Electronics Technician Maintenance II	27.21
23183 - Electronics Technician Maintenance III	29.34
23260 - Fabric Worker	16.71
23290 - Fire Alarm System Mechanic	19.89
23310 - Fire Extinguisher Repairer	15.48
23311 - Fuel Distribution System Mechanic	19.28
23312 - Fuel Distribution System Operator	16.29
23370 - General Maintenance Worker	17.70
23380 - Ground Support Equipment Mechanic	29.07
23381 - Ground Support Equipment Servicer	22.61
23382 - Ground Support Equipment Worker	23.90
23391 - Gunsmith I	15.48
23392 - Gunsmith II	17.80
23393 - Gunsmith III	19.89
23410 - Heating, Ventilation And Air-Conditioning Mechanic	19.50
23411 - Heating, Ventilation And Air Conditioning Mechanic (Research Facility)	20.44
23430 - Heavy Equipment Mechanic	20.16
23440 - Heavy Equipment Operator	16.95
23460 - Instrument Mechanic	22.51
23465 - Laboratory/Shelter Mechanic	18.86
23470 - Laborer	12.10
23510 - Locksmith	18.99
23530 - Machinery Maintenance Mechanic	23.14
23550 - Machinist, Maintenance	18.39
23580 - Maintenance Trades Helper	13.22
23591 - Metrology Technician I	22.51
23592 - Metrology Technician II	23.59
23593 - Metrology Technician III	24.69
23640 - Millwright	22.28

23710 - Office Appliance Repairer	18.86
23760 - Painter, Maintenance	16.85
23790 - Pipefitter, Maintenance	22.46
23810 - Plumber, Maintenance	21.38
23820 - Pneudraulic Systems Mechanic	19.89
23850 - Rigger	21.28
23870 - Scale Mechanic	17.80
23890 - Sheet-Metal Worker, Maintenance	19.89
23910 - Small Engine Mechanic	17.80
23931 - Telecommunications Mechanic I	23.56
23932 - Telecommunications Mechanic II	24.66
23950 - Telephone Lineman	21.40
23960 - Welder, Combination, Maintenance	18.82
23965 - Well Driller	20.07
23970 - Woodcraft Worker	19.89
23980 - Woodworker	15.36
24000 - Personal Needs Occupations	
24550 - Case Manager	15.07
24570 - Child Care Attendant	10.73
24580 - Child Care Center Clerk	13.39
24610 - Chore Aide	8.66
24620 - Family Readiness And Support Services Coordinator	15.07
24630 - Homemaker	17.11
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.92
25040 - Sewage Plant Operator	17.63
25070 - Stationary Engineer	22.92
25190 - Ventilation Equipment Tender	15.57
25210 - Water Treatment Plant Operator	17.63
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.51
27007 - Baggage Inspector	15.51
27008 - Corrections Officer	18.17

27010 - Court Security Officer	23.50
27030 - Detection Dog Handler	18.61
27040 - Detention Officer	19.99
27070 - Firefighter	22.87
27101 - Guard I	15.51
27102 - Guard II	18.61
27131 - Police Officer I	27.08
27132 - Police Officer II	30.10
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.31
28042 - Carnival Equipment Repairer	13.07
28043 - Carnival Worker	9.50
28210 - Gate Attendant/Gate Tender	14.18
28310 - Lifeguard	11.19
28350 - Park Attendant (Aide)	15.86
28510 - Recreation Aide/Health Facility Attendant	11.57
28515 - Recreation Specialist	18.00
28630 - Sports Official	12.63
28690 - Swimming Pool Operator	21.99
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.71
29020 - Hatch Tender	20.71
29030 - Line Handler	20.71
29041 - Stevedore I	18.60
29042 - Stevedore II	20.67
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	38.58
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	26.60
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	29.30
30021 - Archeological Technician I	20.07
30022 - Archeological Technician II	22.40
30023 - Archeological Technician III	27.75
30030 - Cartographic Technician	27.75
30040 - Civil Engineering Technician	23.51

30051 - Cryogenic Technician I	26.61
30052 - Cryogenic Technician II	29.39
30061 - Drafter/CAD Operator I	20.07
30062 - Drafter/CAD Operator II	22.40
30063 - Drafter/CAD Operator III	24.97
30064 - Drafter/CAD Operator IV	30.73
30081 - Engineering Technician I	17.56
30082 - Engineering Technician II	19.70
30083 - Engineering Technician III	22.03
30084 - Engineering Technician IV	27.30
30085 - Engineering Technician V	33.40
30086 - Engineering Technician VI	40.41
30090 - Environmental Technician	24.73
30095 - Evidence Control Specialist	24.02
30210 - Laboratory Technician	22.28
30221 - Latent Fingerprint Technician I	26.61
30222 - Latent Fingerprint Technician II	29.39
30240 - Mathematical Technician	27.75
30361 - Paralegal/Legal Assistant I	18.92
30362 - Paralegal/Legal Assistant II	23.44
30363 - Paralegal/Legal Assistant III	28.67
30364 - Paralegal/Legal Assistant IV	34.70
30375 - Petroleum Supply Specialist	29.39
30390 - Photo-Optics Technician	27.75
30395 - Radiation Control Technician	29.39
30461 - Technical Writer I	25.09
30462 - Technical Writer II	30.68
30463 - Technical Writer III	37.13
30491 - Unexploded Ordnance (UXO) Technician I	24.52
30492 - Unexploded Ordnance (UXO) Technician II	29.66
30493 - Unexploded Ordnance (UXO) Technician III	35.55
30494 - Unexploded (UXO) Safety Escort	24.52
30495 - Unexploded (UXO) Sweep Personnel	24.52
30501 - Weather Forecaster I	26.61

30502 - Weather Forecaster II	32.36
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 24.97
30621 - Weather Observer, Senior	(see 2) 25.23
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	29.66
31020 - Bus Aide	11.20
31030 - Bus Driver	16.37
31043 - Driver Courier	16.55
31260 - Parking and Lot Attendant	9.76
31290 - Shuttle Bus Driver	18.09
31310 - Taxi Driver	10.65
31361 - Truckdriver, Light	18.09
31362 - Truckdriver, Medium	19.69
31363 - Truckdriver, Heavy	21.04
31364 - Truckdriver, Tractor-Trailer	21.04
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	14.46
99030 - Cashier	9.76
99050 - Desk Clerk	9.75
99095 - Embalmer	23.88
99130 - Flight Follower	24.52
99251 - Laboratory Animal Caretaker I	11.95
99252 - Laboratory Animal Caretaker II	13.06
99260 - Marketing Analyst	27.44
99310 - Mortician	24.52
99410 - Pest Controller	18.98
99510 - Photofinishing Worker	14.89
99710 - Recycling Laborer	15.88
99711 - Recycling Specialist	19.54
99730 - Refuse Collector	14.05
99810 - Sales Clerk	13.65
99820 - School Crossing Guard	10.97
99830 - Survey Party Chief	23.31

99831 - Surveying Aide	13.96
99832 - Surveying Technician	17.89
99840 - Vending Machine Attendant	15.50
99841 - Vending Machine Repairer	18.73
99842 - Vending Machine Repairer Helper	15.46

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: \$4.27 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

(End of Summary of Changes)