
Division of Energy, Housing and Community Resources (DEHCR)

Bureau of Community Development (BCD)

Chapter 7: Labor Standards

Payroll Monitoring



OUR STAFF

Bureau of Community Development:

- Dave Pawlisch, Bureau Director
- Mark Staff, Section Chief
- Angela Davis, Grants Specialist – Advanced (*Presenter*)
- Ben Lehner, Grants Specialist – Advanced (*Presenter*)
- Amanda Knack, Grants Specialist – Advanced (*Presenter*)
- Juli Speck, Grants Specialist – Advanced
- Joanna Storm, Grants Specialist – Advanced
- Tamra Fabian, Grants Specialist – Advanced

PURPOSE OF TRAINING

- Provide guidance on Community Development Block Grant Labor Standards monitoring, including:
 - Labor Standards Monitoring Requirements
 - Weekly Certified Payroll Records reviews
 - Hourly Wage + Fringe Benefits rate compliance verification
 - Fringe benefits eligibility verification; rate reconciliation and compliance verification
 - “Other” Deductions authorization verification; reconciliation and compliance verification
 - Work Site Monitoring – Employee Interviews; Signage

LABOR STANDARDS OFFICER ROLE

- **Wage Decision(s)** – Obtain for bid packet; and bid opening (or contract award date if >90 days after bid opening)
- **Pre-Construction Meeting** – Optional/Recommended (*see page 13 and Attachment 7-I, 7-J and 7-K in Chapter 7 of CDBG Implementation Handbook*)
- **Debarment check records** on all prime contractors and subcontractors (see pages 10-11 of Chapter 7 of the Handbook and <https://sam.gov/content/exclusions> website (recent updates to website are *not* reflected in Handbook; use “Help” feature on SAM.gov for guidance)
- **Weekly Payroll Records – Compliance Monitoring & Enforcement**
 - Obtain and check ALL prime contractors’ and subcontractors’ weekly payroll submissions;
 - Follow up to address and resolve non-compliance issues
- **Work Site Monitoring**
 - **Employee Interviews** – *Record of Employee Interview* (HUD-11 Form – *Attachment 7-N*)
 - **Signage** – CDBG Project Sign; Wage Determinations; Labor Poster
- **Maintain records** in CDBG project file

WAGE DECISIONS

1. Highway (WI10) – Roads/streets and highways, also *may* include sidewalks and parking areas
2. Heavy (WI8) – Sewer & Water Lines and Tunnel
3. Heavy (WI15) – Excluding Tunnel, Sewer & Water Lines [*“Catch-All”*]
4. Building (WI11) – Sheltered enclosures for housing people, machinery, equipment or supplies
5. Residential (WI20) – Single family homes, apartment buildings ≤ 4 stories

Different Wage Decision numbers may appear in the search results for certain types of work⁵ in certain locations (particularly urban areas).

WAGE DECISIONS

- Obtain wage decision(s) for the bid packet (when advertising for bids).
 - Submit Record of Wage Decision Selection Form (*Attachment 7-D*) to DEHCR.
- Check for updates the Friday prior to bid opening (after 10am) – inform potential bidders of any changes.
- Check for updates again at time of contract award, if the contract award is > 90 days after bid opening.
- The wage decision(s) in effect at the time of bid opening, *or* at the time of the contract award *if* award is >90 days after the bid opening, will be the applicable wage decision(s) to use *throughout* the construction period.

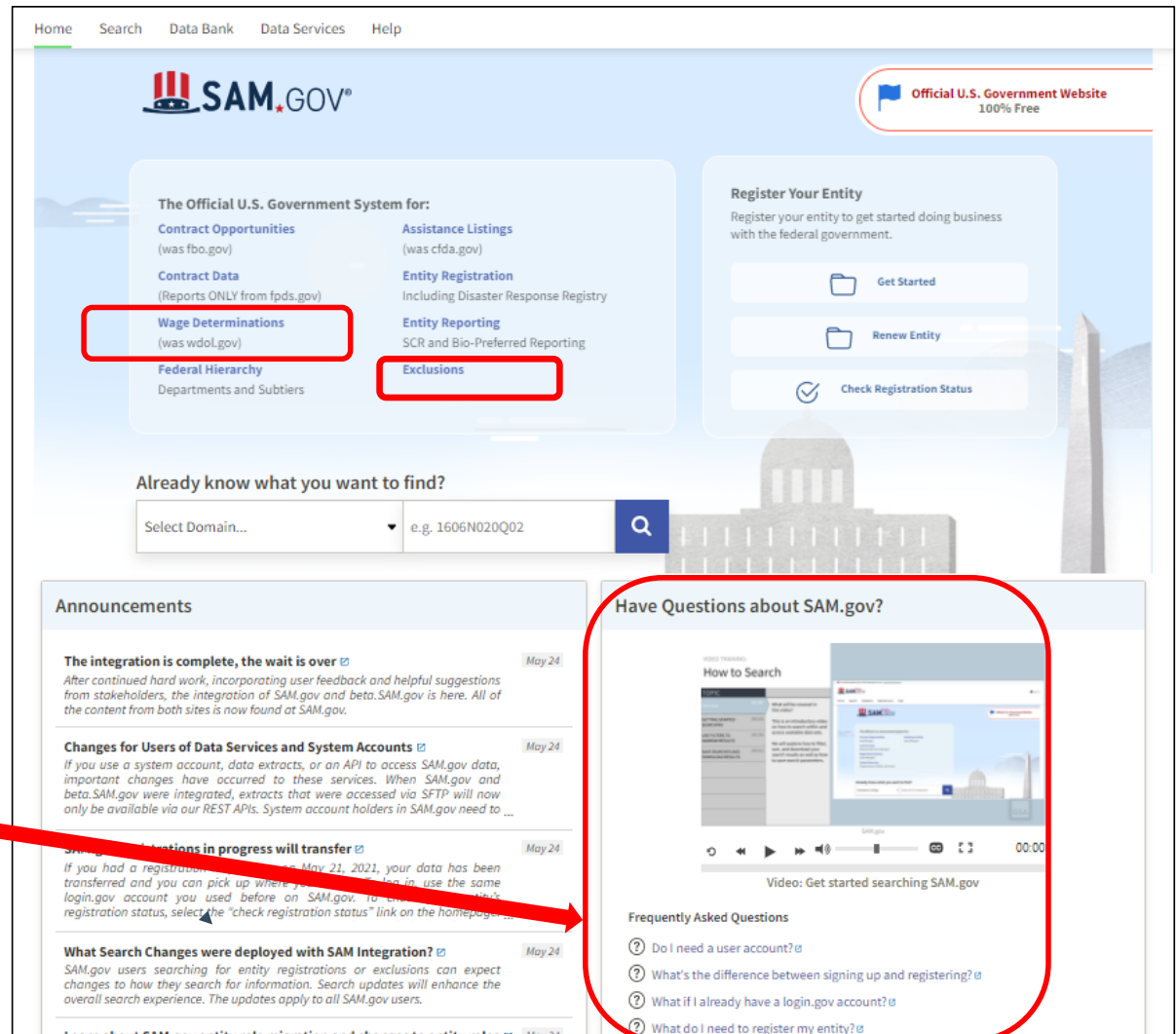
WAGE DECISIONS

- Use one wage decision for entire project (for the main focus/type of construction) *unless*:
 - another type of construction equates to 20% or more of total contract/project cost; and/or
 - another type of construction will be at least \$1 million of the contract/project cost; and/or
 - the wage decision for another type of construction that is being performed is needed to cover one or more job classifications (for that work) that do not already appear in the wage decision for the main focus/type of construction.

New SAM.gov
Home Page:
[https://sam.gov/
content/home](https://sam.gov/content/home)
for checking
Wage Determinations
and
Debarment Records

Follow guidance on
sam.gov website.

(Instructions in Chapter 7 of CDBG
Implementation Handbook not yet
updated)



New SAM.gov USDOL Wage Determination Webpage:
<https://samgov/content/wage-determinations>





WDOL.gov has moved to [beta.SAM.gov](https://beta.sam.gov)
and is now known as Wage
Determinations



Go to [beta.SAM.gov](https://beta.sam.gov)

We've provided direct links to some useful areas on beta.SAM.gov to help with your search for Wage
Determinations:

 Search Wage
Determinations

 e98 (request official
SCA WD from DOL)

 Learning Center &
Quick Start guides

Select
“Search Wage
Determinations”

To access search page:

- Enter Wage Decision # if known (e.g., WI20210008) in search box and click search icon; or
- Type in “wi” in search box and click search icon; or
- Click the to “Wage rates for laborers and mechanics” link

An official website of the United States government [Here's how you know](#)

SAM.GOV

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

Wage Determinations

A wage determination (WD) is a listing of wage rates and fringe benefit rates for each labor category of workers which the U.S. department of labor has determined to be prevailing in a given area.

Search wage determination

I know the WD number

Search by WD Number

I do not know the number

Start your search by selecting a category

Public Building or Works ✓

Wage rates for laborers and mechanics
Davis-Bacon Act (DBA)

Service Contracts ✓

Wage rates for service employees
Service Contract Act (SCA)

Get started searching wage determinations +

Learn about the Davis-Bacon Act +

Learn about the Service Contract Act +

DBA Resources

- DBA Conformances
- DBAs to be Revised
- DBA Rollover Crosswalk

SCA Resources

- SCA Conformances

Other Resources

- Labor Advisors
- All Agency Memorandums
- Cross Index for Contract Labor Standards

Select Domain
Wage Determinations


By Wage Determination ID

Construction (DBA)

Service Contracts (SCA)

Collective Bargaining Agreement (CBA)

Filter By



Wage Determination Number

wi x

Keywords

Status

☒ Active
☐ Inactive

Published Date

Reset



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

Yes

Go back

Select
"Construction
(DBA)" to view
Active wage
decisions for
Wisconsin (WI)
construction
projects.

*These are the default
settings. Check the
"Inactive" box or enter
a Published Date to
locate a previously
issued wage decision.*

Use 'drop-down' menus to select State and DBA Construction Type

SAM.GOV®

Home Search Data Bank Data Services Help

Search e.g. 1606N020Q02, aspha

Select Domain
Wage Determinations

By Wage Determination ID

Construction (DBA)

Service Contracts (SCA)

Collective Bargaining Agreement (CBA)

Filter By

Location

State
Wisconsin

County/ Independent City
Select...

DBA Construction Type
Heavy

Keywords

Status
Active

Showing 1 - 2 of 2 results

Davis-Bacon Act WD #: WI20210015

State
Wisconsin

Counties
Adams, Ashland, Barron, Bayfield, Brown, Buffalo, Burnett, Calumet, Chippewa, Clark, Columbia, Crawford, Dane, Dodge, Door, Douglas, Dunn, Eau Claire, Florence, Fond Du Lac, Forest, Grant, Green, Green Lake, Iowa, Iron, Jackson, Jefferson, Juneau, Kenosha, Kewaunee, La Crosse, Lafayette, Langlade, Lincoln, Manitowoc, Marathon, Marinette, Marquette, Menominee, Milwaukee, Monroe, Oconto, Oneida, Outagamie, Ozaukee, Pepin, Pierce, Polk, Portage, Price, Racine, Richland, Rock, Rusk, Sauk, Sawyer, Shawano, Sheboygan, St Croix, Taylor, Trempealeau, Vernon, Vilas, Walworth, Washburn, Washington, Waukesha, Waupaca, Waushara, Winnebago, Wood

DBA Wage Determination

Modification Number
3

Construction Types
Heavy

Published Date
May 13, 2021

Davis-Bacon Act WD #: WI20210008

State
Wisconsin

Counties
Adams, Ashland, Barron, Bayfield, Brown, Buffalo, Burnett, Calumet, Chippewa, Clark, Columbia, Crawford, Dane, Dodge, Door, Douglas, Dunn, Eau Claire, Florence, Fond Du Lac, Forest, Grant, Green, Green Lake, Iowa, Iron, Jackson, Jefferson, Juneau, Kenosha, Kewaunee, La Crosse, Lafayette, Langlade, Lincoln, Manitowoc, Marathon, Marinette, Marquette, Menominee, Milwaukee, Monroe, Oconto, Oneida, Outagamie, Ozaukee, Pepin, Pierce, Polk, Portage, Price, Racine, Richland, Rock, Rusk, Sauk, Sawyer, Shawano, Sheboygan, St Croix, Taylor, Trempealeau, Vernon, Vilas, Walworth, Washburn, Washington, Waukesha, Waupaca, Waushara, Winnebago, Wood

DBA Wage Determination

Modification Number
3

Construction Types
Heavy

Published Date
May 13, 2021

Results per page
25

View details of wage decision(s) that appear by clicking decision #.

Verify Wage Decision # and date in effect at time of bid opening (or on date the construction contract was awarded, if more than 90 days after bid opening date) on page 1 of wage decision.

"General Decision Number: WI20210015 05/14/2021"

Superseded General Decision Number: WI20200015

State: Wisconsin

Construction Type: Heavy

Counties: Wisconsin Statewide.

HEAVY CONSTRUCTION PROJECTS (Excluding Tunnel, Sewer, and Water Lines).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.95 for calendar year 2021 applies to all contracts subject to the Davis-Bacon 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 \$10.95 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 2021. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date
0	01/01/2021
1	03/12/2021
2	03/19/2021
3	05/14/2021

BOIL0107-001 01/01/2017

	Rates	Fringes
BOILERMAKER		
Boilermaker.....	\$ 35.65	29.89
Small Boiler Repair (under 25,000 lbs/hr).....	\$ 26.91	16.00

Verify construction type (on page 1) for work being performed.

Note Modification # and Date.

Links to previous wage decision modifications within the calendar year are listed under “History” *at the end* of the wage decision.

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION"

History

- May 14, 2021
WI20210015 - Modification 3
- May 14, 2021
WI20210015 - Modification 2
- Mar 19, 2021
WI20210015 - Modification 1
- Mar 12, 2021
WI20210015 - Modification 0

WAGE DECISION & PAYROLL MONITORING

Locate Job Classification and County in which construction is occurring within wage decision pages to determine required federal wage rate (base wage + fringe hourly rate) when conducting payroll monitoring.

LAB00140-002 06/01/2020

ADAMS, ASHLAND, BARRON, BAYFIELD, BROWN, BUFFALO, BURNETT, CALUMET, CHIPPEWA, CLARK, COLUMBIA, CRAWFORD, DODGE, DOOR, DOUGLAS, DUNN, EAU CLAIRE, FLORENCE, FOND DU LAC, FOREST, GRANT, GREEN, GREEN LAKE, IRON, JACKSON, JUNEAU, IOWA, JEFFERSON, KEWAUNEE, LA CROSSE, LAFAYETTE, LANGLADE, LINCOLN, MANITOWOC, MARATHON, MARINETTE, MARQUETTE, MENOMINEE, MONROE, OCONTO, ONEIDA, OUTAGAMIE, PEPIN, PIERCE, POLK, PORTAGE, PRICE, RICHLAND, ROCK, RUSK, SAUK, SAWYER, SHAWANO, SHEBOYGAN, ST. CROIX, TAYLOR, TREMPLEAU, VERNON, VILLAS, WALNORTH, WASHBURN, WAUPACA, WAUSHARA, WINNEBAGO, AND WOOD COUNTIES

	Rates	Fringes
LABORER		
Group 1.....	\$ 33.72	17.95
Group 2.....	\$ 33.82	17.95
Group 3.....	\$ 33.87	17.95
Group 4.....	\$ 34.07	17.95
Group 5.....	\$ 33.92	17.95
Group 6.....	\$ 30.35	17.95

LABORER CLASSIFICATIONS

GROUP 1: General Laborer; Tree Trimmer; Conduit Layer; Demolition and Wrecking Laborer; Guard Rail, Fence, and Bridge Builder; Landscaper; Multiplate Culvert Assembler; Stone Handler; Bituminous Worker (Shoveler, Loader, and Utility Man); Batch Truck Dumper or Cement Handler; Bituminous Worker (Dumper, Ironer, Smoother and Tamper); Concrete Handler

GROUP 2: Air Tool Operator; Joint Sawyer and Filler (Pavement); Vibrator or Tamper Operator (Mechanical Hand Operated); Chain Saw Operator, Demolition Burning Torch Laborer

GROUP 3: Bituminous Worker (Raker and Luteman); Formsetter (Curb, Sidewalk and Pavement); Strike Off Man

GROUP 4: Line and Grade Specialist

GROUP 5: Blaster; powderman

GROUP 6: Flagperson; Traffic Control

COMPLIANCE MONITORING

Certified Payroll Record Templates:

- Federal U.S. Department of Labor

https://www.hud.gov/program_offices/davis_bacon_and_labor_standards/olrform

- Wisconsin Department of Transportation (WisDOT):

<https://wisconsindot.gov/Pages/doing-bus/civil-rights/labornwage/payroll-submission-compliance.aspx>

- Private company payroll software

WEEKLY PAYROLL REPORT													The weekly submission of this form is required by 29 CFR Part 3 * Full name, address, and social security number must appear on the first page.																		
WISCONSIN DEPARTMENT OF TRANSPORTATION DT 1929 9/2006 (Replaces EC 674)													** Fringe benefit details MUST be reported on a supplementary page. *** Include private work. ***** If Operating Engineer or Laborer, include equipment or skill level of employee.																		
Payroll #	Contractor Name												State Project ID		Federal Project ID		County		Payroll Period Week Ending		Sheet #										
	____ Prime Contractor _____ Subcontractor Hired By:																														
Enter information below on every individual that you employed on this project during the payroll report period*													DAILY HOURS WORKED							TOTAL WEEKLY	(A) BASIC HOURLY RATE	(B) BENEFITS HOURLY RATE		(A) + (B) TOTAL HOURLY RATE	PROJECT WAGES GROSS WAGES	FICA	FED WH	ST WH	OTHER (SPECIFY)	NET PAID	CHECK #
													S= Straight Time O=Overtime	SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT		GROSS WAGES					
Name	REFERENCED PROJECT												0				0	0						0							
S.S. #	OTHER PROJECTS ***												0	0			0														
Trade/Craft																															
Apprentice Yes No TrnsGrad																															
Name	REFERENCED PROJECT												0				0	0						0							
S.S. #	OTHER PROJECTS ***												0	0			0														
Trade/Craft																															
Apprentice Yes No TrnsGrad																															
Name	REFERENCED PROJECT												0				0	0						0							
S.S. #	OTHER PROJECTS ***												0	0			0														
Trade/Craft																															
Apprentice Yes No TrnsGrad																															
Name	REFERENCED PROJECT												0				0	0						0							
S.S. #	OTHER PROJECTS ***												0	0			0														
Trade/Craft																															
Apprentice Yes No TrnsGrad																															
Name	REFERENCED PROJECT												0				0	0						0							
S.S. #	OTHER PROJECTS ***												0	0			0														
Trade/Craft																															
Apprentice Yes No TrnsGrad																															

Double-Check Formulas in this WisDOT Form – Adjustments Required.

19

SAMPLE WisDOT STATEMENT OF COMPLIANCE (PAYROLL SIGNED CERTIFICATION PAGE)

<https://wisconsindot.gov/Pages/doing-bus/civil-rights/labornwage/payroll-submission-compliance.aspx>



COMPLIANCE STATEMENT TO ACCOMPANY CONTRACTOR'S WEEKLY PAYROLL				Wisconsin Department of Transportation	
DT1816 9/2008 (Replaces EC673)				The willful falsification of any of the statements on this form may subject the contractor or subcontractor to civil or criminal prosecution. See Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.	
Submit one copy to Regional Office			Adapted from U.S. Department of Labor Form WH-348(1)(68).		
No.	State Project ID	Federal Project ID	County	Payroll Period	
Contractor or Subcontractor					
Authorized Agent Name			Authorized Agent Title	Authorized Agent Phone Number	
<p>I, the undersigned, do state that:</p> <p>1. I pay, or supervise the payment of the persons employed by the above contractor or subcontractor on the above project. During the payroll period designated above all persons employed on said project have been paid the full weekly wages earned, except as noted in Section 1(a) below. No rebates have been or will be made either directly to or indirectly on behalf of said contractor or subcontractor from the full weekly wages earned by any person. No deductions have been made directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948; 63 Stat. 108; 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below in Section 1(b).</p> <p>(a) Exceptions Name Craft Explanation When will this person be paid?</p> <p>(b) Description of Deductions</p> <p>2. Any payrolls otherwise under this contract required to be submitted for the above period are correct and complete. The wage rates for laborers or mechanics contained are not less than the applicable wage rates contained in any wage determination incorporated into the contract. The classifications set forth for each laborer or mechanic conform with the work performed.</p> <p>3. Any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.</p> <p>4. (a) Where fringe benefits are paid to approved plans, fund, or programs.</p> <p><input checked="" type="checkbox"/> In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above-referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.</p> <p>(b) Where fringe benefits are paid in cash.</p> <p><input checked="" type="checkbox"/> Each laborer or mechanic listed in the above-referenced payroll has been paid as indicated on the payroll an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.</p> <p>(c) Exceptions Craft Explanation</p> <p>Remarks</p> <p style="text-align: right;">X (Authorized Agent Signature)</p>					

CERTIFIED PAYROLL RECORD – EXAMPLE #1 (WAGE ENTRY PAGE)

Certified Payroll Register

Page: 1

Job: Village of [REDACTED]
 Sub to: [REDACTED]

Contractor: [REDACTED], Inc.

Customer: [REDACTED]

Job Number: [REDACTED]
 Week Ending: 8/ [REDACTED]
 Payroll # 2

-- Deductions --

Name / Address	Soc Sec No. Class	Mar	Exemp.	Hours Worked This Job							Tot	Pay Rate	Gross Pay This Job All Jobs	Fica		Local Other Total	Check # Net Pay
				07/29 Mon	07/30 Tue	07/31 Wed	08/01 Thu	08/02 Fri	08/03 Sat	07/28 Sun				Fed. Med	State		
Greg [REDACTED] [REDACTED] Road	***.*** [REDACTED]	R:		7.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	7.250	39.720	346.49	307.52	0.00	33163
	Grp 3 Backhoe/Excavator												+22.100FR		121.46	337.79	
	Married	1	O:	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	59.580	1958.99	28.41	1050.64	
													+22.100FR	54hrs	113.17	908.35	
	Fringe	HEALTH	HOL	PWCASH	SIMPLE	VAC	Total										
	Rate	10.419	0.690	8.072	1.190	1.730	22.101										
	Amount	75.54	5.00	58.52	8.63	12.54	160.23										
	Deduction	CS	CS-EMP	SIMPLE	Total												
	Amount	277.78	3.00	57.01	337.79												
Jason [REDACTED] [REDACTED] Street	***.*** [REDACTED]	R:		7.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	7.000	39.720	384.08	361.08	0.00	33170
	Grp 4 Dozer/Roller/Grader												+22.100FR		132.88	188.82	
	Single	0	O:	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	59.580	2233.18	31.08	1396.80	
													+22.100FR	54hrs	122.52	836.38	
	Fringe	HEALTH	HOL	PWCASH	SIMPLE	VAC	Total										
	Rate	3.920	0.690	15.149	1.191	1.150	22.100										
	Amount	27.44	4.83	106.04	8.34	8.05	154.70										
	Deduction	HSA	SIMPLE	Total													
	Amount	90.00	98.82	188.82													

Itemized Fringe and Other Deductions on Payroll

CERTIFIED PAYROLL RECORD – EXAMPLE #1 (STATEMENT OF COMPLIANCE)

Certified Payroll Register			Page: 3
Job Village of [REDACTED] Sub to [REDACTED]	Contractor [REDACTED], Inc.	Customer [REDACTED]	Job Number: [REDACTED] Week Ending: [REDACTED] Payroll # 11
<p>I, [REDACTED], Secretary do hereby state:</p> <p>1] That I pay or supervise the payment of the persons employed by [REDACTED], Inc. on the Village of [REDACTED] that during the payroll period commencing on 9, [REDACTED] and ending 10, [REDACTED] all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said [REDACTED], Inc. (Subcontractor) from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:</p> <p>FICA Federal & State Taxes Applicable Health Insurance, Retirement, Holiday, Vacation and Child Support</p> <p>2] That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.</p> <p>3] That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in [REDACTED] State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.</p> <p>4] That:</p> <p>(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS ---In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.</p> <p>X (B) WHERE FRINGE BENEFITS ARE PAID IN CASH ---Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.</p> <p>(c) EXCEPTION (CRAFT) EXPLANATION Fringe Benefits - Holiday/Vacation, Group Health & Retirement paid into plans</p> <p>REMARKS</p> <p>Name and Title [REDACTED], Secretary [REDACTED]</p> <p>The Willful Falsification Of Any Of The Above Statements May Subject The Contractor Or SubContractor To Civil Or Criminal Prosecution. See Section 1001 Of Title 18 And Section 231 Of Title 31 Of The United States.</p>			

CERTIFIED PAYROLL RECORD – EXAMPLE #2 (STATEMENT OF COMPLIANCE)

Contractor may use their own Certified Payroll Record form for wage entry section; and then use their own Statement of Compliance (signed payroll certification) or may use USDOL or WisDOT Statement of Compliance form with it. *(This is the USDOL form.)*

Date 08/05/20

I, [REDACTED] CONTROLLER
(Name of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by [REDACTED] on the [REDACTED] (Contractor or Subcontractor) N. MAIN ST [REDACTED] IMPROVEMENTS, that during the payroll period commencing on the 21st day of JULY, [REDACTED], and ending the 27th day of JULY, [REDACTED], all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said [REDACTED], INC from the full (Contractor or Subcontractor) weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967, 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ — in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☒ — Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

NAME AND TITLE [REDACTED], CPA SIGNATURE [REDACTED]

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

COMPLIANCE MONITORING

- Weekly Payroll Records – check ALL prime contractors' and subcontractors' weekly payroll submissions
 - Payrolls – Signed and numbered sequentially (and/or dated sequentially)
 - “No Work Week” Records – For weeks in which no work occurred after start on project
 - Job classification(s) and specific details:
 - Job Classification, & Group # when multiple “Group” #s are listed for the job classification
 - Verify type of work performed or type of equipment operated when there is more than one “Group” # for the job classification;
 - If a worker has more than one job classification, list each job classification separately (if not listed separately, highest wage rate of all classifications must be paid)
 - Additional Classification Request documentation (*Attachment 7-E* in Handbook), if applicable (to be requested when job is *not* among job classifications on wage decision; requires DEHCR and HUD *pre-approval*)

COMPLIANCE MONITORING

- Weekly Payroll Records (continued)
 - **Base Wage Hourly Rate & Overtime (OT) Wage Hourly Rate** – Check rate compliance, Hours & Total Wages for CDBG project work
 - **Fringe Benefits** – Confirm eligible (from bona fide plan); list of benefits with hourly rate value for each benefit for each employee
 - **Deductions** – Confirm authorized (per [29 CFR 3.5](#)); list of value for each deduction for each employee
 - **Apprentices and Trainees** – Obtain indenture papers; confirm “registered” program; confirm wage rate compliance

(See Chapter 7 of Handbook, pp. 13-15)

TIP: Refer to Attachment 7-A, 7-B, and 7-G in Handbook for more DBRA and Federal Labor Standards regulation specifications.

(lower)

CERTIFIED PAYROLL RECORD – EXAMPLE #3 (WAGE ENTRY PAGE)

U.S. Department of Labor
Wage and Hour Division

PAYROLL
(For Contractor's Optional Use; See Instructions at www.dol.gov/whd/forms/wh347instr.htm)
Persons are not required to respond to the collection of information

WHD
U.S. Wage and Hour Division
Rev. Dec. 2008
OMB No. 1235-0008
Expires: 04/30/2011

NAME OF CONTRACTOR ☒ OR SUBCONTRACTOR ☐ ABC Construction, Inc.

PAYROLL NO. 2 FOR WEEK ENDING 12/21/2019

ADDRESS 123 1st Street
Yourville, WI 12345

PROJECT AND LOCATION Village of Yourville- WWTF

PROJECT OR CONTRACT NO. Contract A

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (S.S. LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) NO. OF HOURS EXEMPTIONS	(3) WORK CLASSIFICATION	(4) DAY AND DATE							TOTAL HOURS	RATE OF PAY	GROSS AMOUNT EARNED	(5) DEDUCTIONS					TOTAL DEDUCTIONS	NET WAGES PAID FOR WEEK	
			(4) DAY AND DATE										FICA	WITH- HOLDING TAX	rate of Wt Wt	401K	OTHER			
			S	M	T	W	Th	F	Sa											
Joshua [REDACTED]		General Labor Group 2								9.50	29.26	11.84	\$390.45	\$105.64	\$268.09	\$140.92	\$69.05		\$583.70	\$797.28
Joshua [REDACTED]		Truck Driver Quad Axle											\$1,380.98							\$175.88
Joshua [REDACTED]		Pipelayer Group 4																		\$84.00
Jeffrey [REDACTED]		Truck Driver Quad Axle																		\$452.07
Jeffrey [REDACTED]		General Labor Group #2								4.50	29.26	11.66	\$184.14							\$184.14
Jeffrey [REDACTED]		Power Equipment Group #5								4.00	36.01	15.58	\$206.36							\$206.36
Larry [REDACTED]		Truck Driver Quad Axle								5.00	38.27	19.16	\$239.83	\$76.04	\$84.60	\$54.48		\$215.12	\$778.98	
Steve [REDACTED]		Truck Drive Quad Axle								2.00	28.27	18.83	\$94.20	\$129.10	\$167.83	\$100.15	\$67.51	\$125.00	\$589.59	\$1,098.06

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a), The Compliance Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to furnish weekly a statement with respect to the wages paid each employee during the preceding week. U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each worker or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and Federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 58 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room 53302, 200 Constitution Avenue, N.W., Washington, D.C. 20210


(over)

CERTIFIED PAYROLL RECORD – EXAMPLE #3 (WAGE ENTRY PAGES)

U.S. Department of Labor
Wage and Hour Division

PAYROLL
(For Contractor's Optional Use; See instructions at www.dol.gov/whd/forms/wh347instr.htm)

Persons are not required to respond to the collection of information


U.S. Wage and Hour Division
 Rev. Dec. 2008
 OMB No.: 1235-0008
 Expires: 04/30/2021

NAME OF CONTRACTOR ☒ OR SUBCONTRACTOR ☐ **ABC Construction, Inc.**

PAYROLL NO. **2**

ADDRESS **123 1st Street
Yourville, WI 12345**

FOR WEEK ENDING **12/21/2019**

PROJECT AND LOCATION
Village of Yourville- WWTF

PROJECT OR CONTRACT NO.
Contract A

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (S.S. LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER OF WORKER)	(2) NO. OF REGULATORY EXEMPTIONS	(3) WORK CLASSIFICATION	(4) DAY AND DATE							OT OVERTIME	TOTAL HOURS	RATE OF PAY	GROSS AMOUNT EARNED	(5) DEDUCTIONS					NET WAGES PAID FOR WEEK	
			HOURS WORKED EACH DAY											FICA	WITH- HOLDING TAX	STATE OF WI WTE	401K	OTHER		TOTAL DEDUCTIONS
			S	M	T	W	Th	F	Sa											
			15	16	17	18	19	20	21											
Joshua [REDACTED]		General Labor Group 2																		
Joshua [REDACTED]		Truck Driver Quad Axle																		
Joshua [REDACTED]		Pipelayer Group 4																		
Jeffrey [REDACTED]		Truck Driver Quad Axle																		
Jeffrey [REDACTED]		General Labor Group #2																		
Jeffrey [REDACTED]		Power Equipment Group #5																		
Larry [REDACTED]		Truck Driver Quad Axle																		
Steve [REDACTED]		Truck Drive Quad Axle																		

-Multiple job classifications for one worker are listed separately

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a), The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and Federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room 5302, 300 Constitution Avenue, N.W., Washington, D.C. 20210

(over)

CERTIFIED PAYROLL RECORD – EXAMPLE #3: LOCATING WAGE RATE ON WAGE DECISION

- Verify the geographic location of construction site.
- Verify classification of worker.
- Verify type of work being performed or type(s) of equipment being operated by worker when there are multiple “Group” #s for a specific job classification.

PAYROLL NO.		FOR WEEK ENDING	
2			
(1)	(2)	(3)	
NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	NO. OF WITHHOLDING EXEMPTIONS	WORK CLASSIFICATION	
Joshua [REDACTED]		General Labor Group 2	
Joshua [REDACTED]		Truck Driver Quad Axle	
Joshua [REDACTED]		Pipelayer Group 4	



GROUP 7: Blaster

NOTE: Hazardous & Toxic Waste Removal: add \$0.15 per hour.

LABORER (SEWER & WATER)

ADAMS, ASHLAND, BARRON, BROWN, BUFFALO, CALUMET, CHIPPEWA, CLARK, COLUMBIA, CRAWFORD, DODGE, DOOR, DUNN, EAU CLAIRE, FLORENCE, FOND DU LAC, FOREST, GRANT, GREEN, GREEN LAKE, IOWA, JACKSON, JEFFERSON, JUNEAU, LACROSSE, LAFAYETTE, LANGLADE, LINCOLN, MANITOWOC, MARATHON, MARINETTE, MARQUETTE, MENOMINEE, MONROE, OCONTO, ONEIDA, OUTAGAMIE, PEPIN, PIERCE, POLK, PORTAGE, PRICE, RICHLAND, ROCK, RUSK, ST CROIX, SAUK, SAWYER, SHAWANO, SHEBOYGAN, TAYLOR, TREMPPEALEAU, VERNON, VILAS, WALWORTH, WASHBURN, WAUPACA, WAUSHARA, WINNEBAGO, AND WOOD COUNTIES

Rates Fringes

LABORER (SEWER & WATER)

Group 1.....	\$ 27.41	17.20
Group 2.....	\$ 29.26	17.20
Group 3.....	\$ 29.46	17.20
Group 4.....	\$ 30.21	17.20

FOR ALL TUNNEL WORK UNDER COMPRESSED AIR: 0-15 lbs add \$1.00, 15-30 lbs add \$2.00, over 30 lbs add \$3.00

LABORER CLASSIFICATIONS:

GROUP 1: Flagperson

GROUP 2: General Laborer, Wellpoint Installation; Form Stripper; Strike Off worker

GROUP 3: Sheeting Formsetting; Patch Finisher; Bottom Man; Joint Sawyer; Gunnite Man; Manhole Builder; Welder; Torchman; Blaster; Caulker Bracer; Bull Float; Mucker and Car Pusher; Raker and Luteman; Hydraulic jacking of shields; Shield Drivers; Mining Machine; Lock Tenders; Mucking Machine Operators; Motor Men and Gauge Tenders; Power Tool Operators

GROUP 4: Pipelayer, Miner, and Laser Operator

WAGE RATE COMPLIANCE

- Straight-Time Wage Rate:
 - Wage + Fringe Rate *Total* must be equal to or greater than Wage + Fringe Rate *Total* listed on wage decision
- Overtime (OT) Wage Rate:
 - Pay 1.5 x Davis-Bacon Cash Wage Rate [or regular base cash wage rate, whichever is *higher*], for hours over 40 *if* worker exceeds 40 hours on CDBG & other federally funded projects subject to Davis-Bacon during work week, plus 1 x regular straight time fringe rate, (or Davis-Bacon fringe rate, if higher and only minimum cash OT rate is being paid).
 - Fringe may be paid in cash and/or through a bona fide fringe benefits plan.
 - Pay 1.5 x regular base cash wage rate (does not have to be Davis-Bacon rate) plus 1 x regular straight-time fringe rate, for hours exceeding 40 hours but that are *not* on CDBG & other federally funded projects subject to Davis-Bacon.

CERTIFIED PAYROLL RECORD - EXAMPLE #3: WAGE RATE COMPLIANCE

- Verify base wage + fringe rate paid is equal to or greater than rate on wage decision (with wage rate *separated from* fringe rate on payroll record)
- Verify Gross wages for the project equal the wage rate shown on payroll record

(3) WORK CLASSIFICATION	OT. OR ST.	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED
		S	M	T	W	Th	F	Sa			
		15	16	17	18	19	20	21			
		HOURS WORKED EACH DAY									
General Labor Group 2	O										\$390.45
	S		4.00	5.50					9.50	29.26 11.84	\$1,380.98

GROUP 7: Blaster

NOTE: Hazardous & Toxic Waste Removal: add \$0.15 per hour.

LABORER 140-005 06/04/2018

ADAMS, ASHLAND, BARRON, BROWN, BUFFALO, CALUMET, CHIPPEWA, CLARK, COLUMBIA, CRAWFORD, DODGE, DOOR, DUNN, EAU CLAIRE, FLORENCE, FOND DU LAC, FOREST, GRANT, GREEN, GREEN LAKE, IOWA, JACKSON, JEFFERSON, JUNEAU, LACROSSE, LAFAYETTE, LANGLADE, LINCOLN, MANITOWOC, MARATHON, MARINETTE, MARQUETTE, MENOMINEE, MONROE, OCONTO, ONEIDA, OUTAGAMIE, PEPIN, PIERCE, POLK, PORTAGE, PRICE, RICHLAND, ROCK, RUSK, ST CROIX, SAUK, SAWYER, SHAWANO, SHEBOYGAN, TAYLOR, TREMPPEALEAU, VERNON, VILAS, WALWORTH, WASHBURN, WAUPACA, WAUSHARA, WINNEBAGO, AND WOOD COUNTIES

Rates Fringes

LABORER (SEWER & WATER)

Group 1.....	\$ 27.41	17.20
Group 2.....	\$ 29.26	17.20
Group 3.....	\$ 29.46	17.20
Group 4.....	\$ 30.21	17.20

- Gross Wages: $(\$29.26 \text{ cash wage} + \$11.84 \text{ cash fringe}) \times 9.5 = \390.45
 - *Contractor provided separate sheet showing \$11.84 cash fringe + \$5.36 plan fringe
- Davis-Bacon Rate in Wage Decision: $\$29.26 \text{ cash wage} + \$17.20 \text{ fringe} = \$46.46$
- Rate Paid: $\$29.26 \text{ cash wage} + \$11.84 \text{ cash fringe} + \$5.36 \text{ plan fringe} = \46.46

Wage Rate is in Compliance.

CERTIFIED PAYROLL RECORD – EXAMPLE #3: SUPPLEMENTAL DOCUMENT SHOWING FRINGE BENEFITS HOURLY RATE VALUE

Week 1 (week ending 12/1/2018)					Fringe Benefits						Total Fringe	Cash Fringe
Last Name	First Name	Classification	Hourly Wage	Fringe Benefit	Total Wage	Health	Dental	401K	Vacation	Paid Holiday		
						per hour	per hour	per hour	per hour	per hour	per hour	per hour
[REDACTED]	Josh	Laborer Group 2	\$29.26	\$17.20	\$46.46	\$3.13	\$0.00	\$1.85	\$0.19	\$0.19	\$5.36	\$11.84
[REDACTED]	Larry	Truck Driver 3+	\$28.27	\$21.20	\$49.47	\$3.13	\$0.17	\$0.00	\$0.00	\$0.20	\$3.50	\$17.70
		Laborer Group 2	\$29.26	\$17.20	\$46.46	\$3.13	\$0.17	\$0.00	\$0.00	\$0.19	\$3.49	\$13.71
[REDACTED]	Steve	Laborer Group 2	\$29.26	\$17.20	\$46.46	\$0.00	\$0.00	\$1.86	\$0.19	\$0.19	\$2.24	\$14.96
		Truck Driver 3+	\$28.27	\$21.20	\$49.47	\$0.00	\$0.00	\$1.97	\$0.20	\$0.20	\$2.37	\$18.83
[REDACTED]	Timothy	Truck Driver 3+	\$28.27	\$21.20	\$49.47	\$7.50	\$0.42	\$1.98	\$0.20	\$0.20	\$10.30	\$10.90
		Laborer Group 2	\$29.26	\$17.20	\$46.46	\$7.50	\$0.42	\$1.66	\$0.19	\$0.19	\$9.96	\$7.24
		Operator Group 2	\$39.41	\$21.65	\$61.06	\$7.50	\$0.42	\$2.46	\$0.24	\$0.24	\$10.86	\$10.79
[REDACTED]	Casey	Operator Group 2	\$39.41	\$21.65	\$61.06	\$3.13	\$0.17	\$2.44	\$0.24	\$0.24	\$6.22	\$15.43
		Laborer Group 2	\$29.26	\$17.20	\$46.46	\$3.13	\$0.17	\$1.28	\$0.19	\$0.19	\$4.96	\$12.24
[REDACTED]	Jodie	Laborer Group 4	\$30.21	\$17.20	\$47.41	\$3.13	\$0.17	\$1.89	\$0.19	\$0.19	\$5.57	\$11.63
[REDACTED]	Andrew	Laborer Group 2	\$29.26	\$17.20	\$46.46	\$7.50	\$0.42	\$1.86	\$0.19	\$0.19	\$10.16	\$7.04
[REDACTED]	William	Operator Group 2	\$39.41	\$21.65	\$61.06	\$0.00	\$0.42	\$2.45	\$0.24	\$0.24	\$3.35	\$18.30
		Laborer Group 2	\$29.26	\$17.20	\$46.46	\$0.00	\$0.42	\$1.16	\$0.19	\$0.19	\$1.96	\$15.24

CERTIFIED PAYROLL RECORD – EXAMPLE #3: “OTHER” DEDUCTIONS COMPLIANCE

- Check for undefined “other” deductions
- *Note: Total Deductions and Net Wages Paid for Week may include both CDBG and non-CDBG wages.*



(8) DEDUCTIONS						(9) NET WAGES PAID FOR WEEK
FICA	WITH-HOLDING TAX	State of WI WI	401K	OTHER	TOTAL DEDUCTIONS	
\$105.64	\$268.09	\$140.92	\$69.05		\$583.70	\$797.28
						\$175.88
						\$84.00
\$109.15	\$205.63	\$80.22	\$57.07		\$452.07	\$974.78
						\$184.14
						\$206.36
\$76.04	\$84.60	\$54.48			\$215.12	\$778.98
\$129.10	\$167.83	\$100.15	\$67.51	\$125.00	\$589.59	\$1,098.06

CERTIFIED PAYROLL RECORD – EXAMPLE #3 (STATEMENT OF COMPLIANCE)

[illegible]

CERTIFIED PAYROLL RECORD – EXAMPLE #4 (WAGE ENTRY PAGE)

Certified Payroll Transcript																
Period: [REDACTED] Job: [REDACTED] Contract: [REDACTED]										State Project Number: Contract/Order #:						
Hours										***** Liabilities *****			***** Weekly Totals ***** (Week Ending 11/7/20)			
Employee	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Rate	Project Amounts	Description	Rate	Amounts	Gross	Deductions	Net Pa
<div> <div> <div>xxx-xx-xx</div> <div>M/EX: S/D</div> <div>Race/Sex W/M</div> </div> <div> <div>Laborer - Common/General</div> <div>EEO Class: Journeyman</div> <div>Check # 1113201953</div> </div> </div>																
LAB00140-002 Group 1 - Laborer	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	31.120	62.24	Pension	8.00000	17.00	Federal Withholding	339.64	
											Welfare	9.81000	19.62	FICA - SS Deduction	120.13	
											Skill Fund	0.65000	1.30	FICA - Medicare Ded	28.10	
											Work Preservation	0.25000	0.50	FICA - Adm Medicare		
											LUDE National Tra	0.05000	0.10	Wisconsin Tax With	115.83	
														Admin-Gross	29.06	
														Admin-Benefit	95.10	
														Local 139 - PAC Ded	2.79	
														1,937.65	645.65	1,292.0
														Hours (Reg/DOT): 40.00 / 16.75		
<div> <div> <div>xxx-xx-xx</div> <div>M/EX: S/D</div> <div>Race/Sex W/M</div> </div> <div> <div>Oper Eng Apprentice 2nd Year</div> <div>EEO Class: Apprentice</div> <div>Check # 1113201953</div> </div> </div>																
ENG0139-005 - IN APPROVED APPRENTICE PROGRAM - GROUP 4	0.00	0.00	0.00	4.25	0.00	0.00	0.00	4.25	35.650	151.51	Pension	6.07000	25.80	Federal Withholding	777.50	
											Welfare	9.81000	41.82	FICA - SS Deduction	225.90	
											Skill Fund	0.65000	2.75	FICA - Medicare Ded	52.83	
											Work Preservation	0.25000	1.06	FICA - Adm Medicare		
											LUDE National Tra	0.05000	0.21	Wisconsin Tax With	222.79	
														Admin-Gross	54.66	
														Admin-Benefit	21.26	
														Other	30.00	
														3,643.67	1,324.94	2,318.7
														Hours (Reg/DOT): 40.00 / 43.75		

Fringe Benefits and "Other" Deductions itemized on Certified Payroll Record (no additional documentation required).

CERTIFIED PAYROLL RECORD – EXAMPLE #4 (STATEMENT OF COMPLIANCE)

Contractor used own
Certified Payroll Record
form for wage entry
section;
and used WisDOT
Statement of Compliance
form with it.



**COMPLIANCE STATEMENT TO ACCOMPANY
CONTRACTOR'S WEEKLY PAYROLL**
DT1816 9/2008 (Replaces EC673)

Wisconsin Department of Transportation

The willful falsification of any of the statements on this form may subject the contractor or subcontractor to civil or criminal prosecution, Section 1601 of Title 18 and Section 231 of Title 31 of the United States Code.

Adapted from U.S. Department of Labor Form WH-348(1)(68).

Submit one copy to Regional Office

No. 5 Final payroll	State Project ID [REDACTED]	Federal Project Deter [REDACTED]	County [REDACTED]	Payroll Period [REDACTED]
Contractor or Subcontractor [REDACTED]				
Authorized Agent Title Payroll Clerk		Authorized Agent Phone Number [REDACTED]		

I, the undersigned, do state that:

- I pay, or supervise the payment of the persons employed by the above contractor or subcontractor on the above project. During the payroll period designated above all persons employed on said project have been paid the full weekly wages earned, except as noted in Section 1(a) below. No rebates have been or will be made either directly to or indirectly on behalf of said contractor or subcontractor from the full weekly wages earned by any person. No deductions have been made directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948; 63 Stat. 168; 72 Stat. 957; 76 Stat. 357; 40 U.S.C. 276c), and described below in Section 1(b).

(a) Exceptions	Name	Craft	Explanation	When will this person be paid?
- (b) Description of Deductions

- Any payrolls otherwise under this contract required to be submitted for the above period are correct and complete. The wage rates for laborers or mechanics contained are not less than the applicable wage rates contained in any wage determination incorporated into the contract. The classifications set forth for each laborer or mechanic conform with the work performed.
- Any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.
- (a) Where fringe benefits are paid to approved plans, fund, or programs.

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above-referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.
- (b) Where fringe benefits are paid in cash.

☐ Each laborer or mechanic listed in the above-referenced payroll has been paid as indicated on the payroll an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.
- (c) Exceptions

Craft	Explanation

Remarks

X [REDACTED]
(Authorized Agent Signature)

CERTIFIED PAYROLL RECORD – EXAMPLE #5

What information is missing? (This was submitted with no Statement of Compliance page)

Certified Payroll Report																								
Contractor XYZ CONSTRUCTION COMPANY 123 WISCONSIN RD. YOURVILLE WI 53703 Tax ID 39-0000111										Project Youville Storm Sewer					Project/Contract # Payroll Number 1 For Week Ending 5/31/2021									
Employee Name	ID	Work Classification	Pay Type	Hours Worked by Day							Timesheet Hours	Paid Hours	Pay Rate	Job Gross Pay	Fringe Rate	Check Number	Total Gross Pay	Social Security	Medi-care	Federal Tax	State Tax	Other	Total Deduct	Net Pay
				Sun 18	Mon 19	Tue 20	Wed 21	Thu 22	Fri 23	Sat 24														
Adams, John		Engi 0139-007 Group 5						7.75	7.75	52	15.5	37.46	580.63		EFT	1473.13	87.34	20.43	103.00	62.95	64.31	338.03	1135.10	
Brown, John		Labo 0113-005 Group 3						7.75	7.75	52	15.5	32.34	501.27		EFT	1266.27	78.51	18.36	172.00	70.92	37.99	377.78	888.49	
Doe, John		Labo 0113-005 Group 3						7.75	7.75	52	15.5	32.34	501.27		EFT	1308.77	81.14	18.98	153.00	75.97	0.00	329.09	979.68	
Millet, John		Engi 0139-007 Group 5						7.75	7.75	52.5	15.5	37.46	580.63		EFT	1575.38	95.19	22.26	229.00	87.64	87.26	521.35	1054.03	
Smith, John		Labo 0113-005 Group3						7.75	7.75	52.5	15.5	32.34	501.27		EFT	1236.52	72.68	17.00	123.00	67.54	64.31	344.53	891.99	
Wilson, John		Engi 0139-007 Group 5						7.75	7.75	50.25	15.5	37.46	580.63		EFT	1537.63	95.33	22.29	211.00	87.43	46.13	462.18	1075.45	

- Obtain employee addresses and IDs
- Clarify Power Equipment being operated for Engineer/Operator job classifications.
- Clarify nature of work being performed for Laborer job classification.
- Clarify where additional hours were worked (was it another federally funded project subject to Davis-Bacon?).
- Obtain list of Fringe Benefits with hourly rate values or clarify if Cash Fringe was paid for each employee.
- Obtain list of "Other" Deductions and value of each for each employee.
- Obtain signed Statement of Compliance page.

WAGE RATE COMPLIANCE – STRAIGHT-TIME CALCULATION

Example:

Enter information below on every individual that you employed on this project during the payroll report period*		DAILY HOURS WORKED							TOTAL	(A) BASIC	(B) BENEFITS HOURLY RATE		(A) + (B)	PROJECT WAGES
		S= Straight Time O=Overtime							WEEKLY	HOURLY	FUND	CASH	TOTAL	GROSS WAGES
		SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT	HOURLY RATE	
Name: John Smith		REFERENCED PROJECT												
123 Wisconsin Avenue	S		8	8	8	8	8		40	36.12	28.8		64.92	1444.8
Ripon, WI 54971	O								0	0			0	0
S.S. # ***-**-1234		OTHER PROJECTS ***												
Trade/Craft: Crane Op. (<100 tons) - Grp. 2	S													
Apprentice <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No TrnsGrad <input type="checkbox"/>	O													

Davis-Bacon Rate on Wage Decision:

\$41.12 cash wage + \$23.80 fringe = \$64.92/hour

\$64.92 x 40 hours = \$2,596.80

Worker Paid:

\$36.12 cash wage + \$28.80 fringe = \$64.92/hour

\$64.92 x 40 hours = \$2,596.80

Wage Rate is in Compliance.

Note: "Gross Wages" on Payroll Record are to include amount paid in cash.

ENGI0139-005 06/01/2020													
												Rates	Fringes
Power Equipment Operator													
Group 1.....												\$ 41.62	23.80
Group 2.....												\$ 41.12	23.80
Group 3.....												\$ 40.62	23.80
Group 4.....												\$ 40.36	23.80
Group 5.....												\$ 40.07	23.80
Group 6.....												\$ 34.17	23.80
HAZARDOUS WASTE PREMIUMS:													
EPA Level "A" protection - \$3.00 per hour													
EPA Level "B" protection - \$2.00 per hour													
EPA Level "C" protection - \$1.00 per hour													
POWER EQUIPMENT OPERATORS CLASSIFICATIONS													
GROUP 1: Cranes, tower cranes, and derricks with or without attachments with a lifting capacity of over 100 tons; or cranes, tower cranes, and derricks with boom, leads and/or jib lengths measuring 176 feet or longer.													
GROUP 2: Cranes, tower cranes and derricks with or without attachments with a lifting capacity of 100 tons or less; or cranes, tower cranes, and derricks with boom, leads, and/or jibs lengths measuring 175 feet or under and Backhoes (excavators) weighing 130,000 lbs and over; caisson rigs; pile driver; dredge operator; dredge engineer; Boat Pilot.													

WAGE RATE COMPLIANCE – STRAIGHT-TIME CALCULATION (UNDERPAYMENT DUE)

Example:

Enter information below on every individual that you employed on this project during the payroll report period*		DAILY HOURS WORKED							TOTAL	(A) BASIC	(B) BENEFITS HOURLY RATE		(A) + (B)	PROJECT WAGES
		S= Straight Time O=Overtime							WEEKLY	HOURLY	FUND	CASH	TOTAL	
payroll report period*		SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT	HOURLY RATE	GROSS WAGES
Name: John Smith		REFERENCED PROJECT												
123 Wisconsin Avenue		S		8	8	8	8	8	40	41.12	21.8		62.92	1644.8
Ripon, WI 54971		O							0	0			0	0
S.S. # ***-**-1234		OTHER PROJECTS ***												
Trade/Craft: Crane Op. (<100 tons) - Grp. 2	S													
Apprentice Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TmsGrad	O													

Davis-Bacon Rate on Wage Decision:

\$41.12 cash wage + \$23.80 fringe = \$64.92/hour

\$64.92 x 40 hours = \$2,596.80

Worker Paid:

\$41.12 cash wage + \$21.80 fringe = \$62.92/hour

\$62.92 x 40 hours = \$2,516.80

Underpayment Due: \$2,596.80 - \$2,516.80 = \$80.00.

ENGI0139-005 06/01/2020

	Rates	Fringes
Power Equipment Operator		
Group 1.....	\$ 41.62	23.80
Group 2.....	\$ 41.12	23.80
Group 3.....	\$ 40.62	23.80
Group 4.....	\$ 40.36	23.80
Group 5.....	\$ 40.07	23.80
Group 6.....	\$ 34.17	23.80

HAZARDOUS WASTE PREMIUMS:

EPA Level "A" protection - \$3.00 per hour

EPA Level "B" protection - \$2.00 per hour

EPA Level "C" protection - \$1.00 per hour

POWER EQUIPMENT OPERATORS CLASSIFICATIONS

GROUP 1: Cranes, tower cranes, and derricks with or without attachments with a lifting capacity of over 100 tons; or cranes, tower cranes, and derricks with boom, leads and/or jib lengths measuring 176 feet or longer.

GROUP 2: Cranes, tower cranes and derricks with or without attachments with a lifting capacity of 100 tons or less; or cranes, tower cranes, and derricks with boom, leads, and/or jib lengths measuring 175 feet or under and Backhoes (excavators) weighing 130,000 lbs and over; caisson rigs; pile driver; dredge operator; dredge engineer; Boat Pilot.

40

WAGE RATE COMPLIANCE – OVERTIME CALCULATION

Overtime when not all hours worked in work week are on CDBG Project:

WEEKLY PAYROLL REPORT
WISCONSIN DEPARTMENT OF TRANSPORTATION

The weekly submittal of this form is required by 29 CFR Part 3.
* Full name, address, and ssn must appear on the first payroll on which the employee's name appears.
** Fringe benefits may be reported on a supplementary page. Then the total hourly column is not applicable.
*** Include private work. **** If Operating Engineer or Laborer, include equipment or skill level of employee.

Payroll # 1	Employer Name [REDACTED]	Job [REDACTED]	State Project ID	Federal Project ID	County	Payroll Period Week Ending 05/ [REDACTED]	Sheet # 1
<input checked="" type="checkbox"/> Prime Contractor		Subcontractor Hired By:					

Enter information below on every individual that you employed on this project during the report period	Earm Code	DAILY HOURS WORKED							Week Total	(A) Base Rate	(B) Benefit Hrlly Rate Payments		(A)+(B) Total Rate	Wages: Project Gross	Fica	Fed With	State With	Other (Specify)	Net Paid	Check
		SU	M	TU	W	TH	F	SA			Fund	Cash								
Name [REDACTED]		REFERENCED PROJECT																		
Address [REDACTED]	REG					4.00			4.00	32.86	17.63	0.00	50.49	131.44	10.06	13.10	7.83	4.72	95.73	2045
City, Zip [REDACTED]		OTHER PROJECT												2,059.04	OTHER	DETAIL:	Ded. DUES	Amt. 4.72		
S.S.# [REDACTED]																				
Trd/Craft TOPMAN	OT								16.50											
Apprentice Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	REG								36.00											

- Pay 1.5 x Davis-Bacon Wage Rate [or regular base rate, whichever is *higher*], for hours over 40 if worker exceeds 40 hours on CDBG & other federally funded projects (subject to Davis-Bacon) during work week] *plus* 1 x straight time fringe rate.
- Pay 1.5 x regular base rate (does not have to be Davis-Bacon rate) *plus* 1 x straight-time fringe rate, if worker does not exceed 40 hours on CDBG & other federally funded projects (subject to Davis-Bacon)

NOTE: The Labor Standards Officer only reviews payroll records for the CDBG project - not any non-CDBG projects.

WAGE RATE COMPLIANCE – OVERTIME CALCULATION

Calculating Overtime Rate when not all hours are worked on CDBG Project:

Example #1:

Earn Code	SU	M	TU	W	TH	F	SA	Total	Base Rate	Rate Payme	Fund	Ca
REFERENCED PROJECT												
REG					4.00			4.00	32.86	17.63		
OTHER PROJECT												
OT								16.50				
REG								36.00				
REFERENCED PROJECT												

- Davis-Bacon Wage Rate on Wage Decision: \$33.00 cash wage rate + \$17.49 fringe rate = \$50.49 Total.
- Regular base rate for CDBG project: \$32.86/hour cash wage + \$17.63 fringe = \$50.49 Total.
- Regular base rate on other projects: \$32.00/hour cash wage + \$13.00 fringe = \$45.00 Total.
 - If the 4 hours on CDBG project *do not* include any hours worked over 40 in the work week, then no Overtime Rate is required on CDBG project. (Note: The contractor is to pay $[(\$32.00 \text{ regular cash wage} \times 1.5) + \$13.00 \text{ fringe} = \$61.00]$ as the Overtime hourly rate for work over 40 hours in the work week on the other projects, per FLSA. This is FYI Only - **The Labor Standards Officer does not need to check non-CDBG project payroll records.*)
 - If the 4 hours on CDBG project are not hours worked over 40 in the work week on federally funded project(s) subject to Davis-Bacon, but are hours worked over 40 in the work week, then Overtime hourly rate calculation is:
 - $(\$32.86 \text{ regular cash wage} \times 1.5) = \$49.29 \text{ wage in cash} + \$17.63 \text{ regular fringe on CDBG project} = \$66.92 \times 4 \text{ hours}$
 - If the 4 hours on the CDBG/federally funded project(s) are hours worked over 40 in the work week on the CDBG/federally funded project(s) subject to Davis-Bacon, then Overtime hourly rate calculation is:
 - $(\$33.00 \text{ Davis-Bacon cash wage} \times 1.5) = \$49.50 \text{ wage in cash} + \$17.63 \text{ regular fringe on CDBG project} = \$67.13 \times 4 \text{ hours}$

WAGE RATE COMPLIANCE – OVERTIME CALCULATION

Overtime Calculation when hours *are* over 40 hours on CDBG project:

Example #2:

DAILY HOURS WORKED								TOTAL	(A) BASIC	(B) BENEFITS HOURLY RATE		(A) + (B)	PROJECT WAGES
S= Straight Time O=Overtime								WEEKLY	HOURLY	FUND	CASH	TOTAL	
	SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT	HOURLY RATE	GROSS WAGES
REFERENCED PROJECT													
S		10	10	10	10			40	30	14		44	1200
O						10		10	48	14		62	480

- Davis-Bacon Wage Rate on wage decision = (\$32.00 wage + \$12.00 fringe) = \$44.00/hour straight-time
- Worker is paid (\$30.00 wage + \$14.00 fringe) = \$44.00/hour straight-time (*in compliance*)
- 10 hours worked over 40 in work week on CDBG project requires Davis-Bacon wage rate or regular cash wage, whichever is *higher*, to be used to calculate Overtime rate:

[(\$32.00 Davis-Bacon cash wage x 1.5) = \$48.00/hour in cash wage + \$14/hour in regular fringe]
x 10 hours = \$480 in cash wages + \$140 in fringe for OT hours.

Overtime wage rate must be paid in cash.

Fringe rate may be paid into Plan or paid in cash.

WAGE RATE COMPLIANCE – OVERTIME CALCULATION

Overtime Calculation when hours are *not* over 40 hours on CDBG project:

Example #3:

DAILY HOURS WORKED								TOTAL	(A) BASIC	(B) BENEFITS HOURLY RATE		(A) + (B)	PROJECT WAGES
S= Straight Time O=Overtime								WEEKLY	HOURLY	FUND	CASH	TOTAL	
	SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT	HOURLY RATE	GROSS WAGES
REFERENCED PROJECT													
S					8	2		10	30	14		44	300
O						6		6	45	14		59	270
OTHER PROJECTS ***													
S								30					
O													

- Davis-Bacon Wage Rate on wage decision = (\$32.00 wage + \$12.00 fringe) = \$44.00/hour straight-time
- Worker is paid (\$30.00 wage + \$14.00 fringe) = \$44.00/hour straight-time (so in compliance)
- If the 6 of the worker's hours over 40 hours in the work week were not over 40 hours on the CDBG project or any other federally funded projects subject to Davis-Bacon rates), then
Overtime Rate allowed may be: [(\$30.00 regular cash wage x 1.5) + \$14 fringe] x 6 hours
- If the 6 of the worker's hours over 40 hours in the work week were not over 40 hours on the CDBG project but were over 40 hours in total on federally funded projects subject to Davis-Bacon rates, then
Overtime Rate required would be: [(\$32.00 Davis-Bacon cash wage x 1.5) + \$14 fringe] x 6 hours

WAGE RATE COMPLIANCE – OVERTIME CALCULATION

When Overtime Rate is paid for hours that are *not required* to be paid as Overtime on CDBG Project, the extra amount paid (as Overtime) may be applied to what would otherwise be “underpayment” for the Davis-Bacon wage rate.

Example #4:

DAILY HOURS WORKED							TOTAL	(A) BASIC	(B) BENEFITS HOURLY RATE		(A) + (B)	PROJECT WAGES
S= Straight Time O=Overtime							WEEKLY	HOURLY	FUND	CASH	TOTAL	
SU	M	TU	W	TH	F	SA	HRS WORKED	RATE	PAYMENT	PAYMENT	HOURLY RATE	GROSS WAGES
REFERENCED PROJECT												
S		8	8	8	8		32	30	10		40	960
O		2	2	2	2		8	45	10		55	360

- Davis-Bacon Wage Rate = (\$32.00 wage + \$12.00 fringe) = \$44.00/hour straight-time
- Worker is paid (\$30.00 wage + \$10.00 fringe) = \$40.00/hour straight-time (*short \$4/hour*)
- *However*, worker is paid Overtime for any hours over 8 hours in a day (*not required for CDBG*).
- Total Wages required for CDBG = \$44.00 x 40 hours = \$1,360
- Worker is paid [(\$40.00 x 32 hours) = \$1,280] + [(\$45.00 x 8 hours) = \$360] = \$1,640
No underpayment is due – Worker paid more than minimum required for 40 hours.

CERTIFIED PAYROLL RECORD – APPRENTICES

WEEKLY PAYROLL REPORT

WISCONSIN DEPARTMENT OF TRANSPORTATION

The weekly submittal of this form is required by 29 CFR Part 3.

* Full name, address, and ssn must appear on the first payroll on which the employee's name appears.

** Fringe benefits may be reported on a supplementary page. Then the total hourly column is not applicable.

*** Include private work. **** If Operating Engineer or Laborer, include equipment or skill level of employee.

Payroll # 1	Employer Name [REDACTED]	Job: [REDACTED]	State Project ID	Federal Project ID	County	Payroll Period Week Ending 05/ [REDACTED]	Sheet # 1
<input checked="" type="checkbox"/> Prime Contractor <input type="checkbox"/> Subcontractor Hired By:							

Enter information below on every individual that you employed on this project during the report period	Eam Code	DAILY HOURS WORKED							Week Total	(A) Base Rate	(B) Benefit Hrly Rate Payments		(A)+(B) Total Rate	Wages: Project Gross	Fica	Fed With	State With	Other (Specify)	Net Paid	Check
		SU	M	TU	W	TH	F	SA			Fund	Cash								
Name [REDACTED]		REFERENCED PROJECT																		
Address [REDACTED]	REG					4.00			4.00	32.86	17.63	0.00	50.49	131.44	10.06	13.10	7.83	4.72	95.73	2045
City, Zip [REDACTED]		OTHER PROJECT											2,059.04	OTHER	DETAIL:	Ded.	Amt.			
S.S.# [REDACTED]																				
Trd/Craft TOPMAN	OT								16.50											
Apprentice Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	REG								36.00											
Name [REDACTED]		REFERENCED PROJECT																		
Address [REDACTED]	REG					5.00			5.00	26.29		0.00	26.29					0.00	103.12	2047
City, Zip [REDACTED]		OTHER PROJECT																		
S.S.# [REDACTED]																				
Trd/Craft LABORER APPRENTICE 1	OT								4.50											
Apprentice Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	REG								24.00											

Group 2

Marked "Yes" for Apprentice (noted as year 1) – in Laborer - Group 2 Classification. Additional documentation required if wage rate is below full journeyman's wage rate (on wage decision).



APPRENTICESHIP DOCUMENTATION

Example: *If no documentation is on file or it is not a registered program, then worker must be paid full journeyman's wage rate (rate on wage decision).*

<p>Department of Workforce Development Division of Employment and Training Bureau of Apprenticeship Standards GEF1 Madison Administrative Office 201 E Washington Ave Room E100 P.O. Box 7972 Madison WI 53707 (608) 266-3332</p>	<p>STATE OF WISCONSIN GOODWD Department of Workforce Development Scott Walker, Governor Raymond Allen, Secretary</p>	<p>Wisconsin Operating Engineers JAC • Coloma WI Operating Engineer • 1-859683010-01-T Exhibit A - Program Provisions</p>
<p>July 31, 2011</p> <p>HR DIRECTOR INC</p> <p>SUBJECT: ACAP Initial Notice in regard to the following Operating Engineer</p> <p>As the apprentice, sponsor or employer of the contract id reimbursement for the costs associated with related instru Wisconsin's Apprenticeship Completion Award Program (A to 25% of the tuition, books, materials and other course fe completed Wisconsin apprentice contract.</p> <p>There are two timeframes during an apprenticeship when Bureau of Apprenticeship Standards will notify the apprentice</p> <p>YEAR ONE: If the above apprentice is active at the ACAP Reimbursement Request form. The form must apprentice remains in good standing in the appren for up to \$250 in qualifying expenses that have be COMPLETION: When the apprenticeship is comple related instruction costs, to a maximum of \$1,000</p> <p>A request for reimbursement may be made by an apprentice ACAP reimbursement will not be paid for any expenses apprentice is delinquent on Child Support payments, unless</p> <p>I urge you to keep receipts and documentation relating to instruction portion of this apprenticeship for submission at information on ACAP, please see the ACAP page of our website</p> <p>Sincerely, Karen P Morgan</p>	<p><i>Apprentice Contract</i></p> <p>This contract was prepared by _____ on the date of July 3, 2011 between the Wisconsin Department of Workforce Development (the Department) and:</p> <p>Apprentice: _____ Drive SSN: 32-_____ DOB: August _____</p> <p>Sponsor: Wisconsin Operating Engineers JAC W11584 State Rd 21 Coloma WI 54930-9718</p> <p>The Apprenticeship term begins on July _____ and terminates upon the successful completion of the apprentice program provisions of the Operating Engineer trade, which are incorporated as part of this contract as Exhibit A, Provisions. The provisions included in this contract are binding on the parties.</p> <p>The Department will issue a CERTIFICATE OF APPRENTICESHIP to the apprentice upon satisfactory completion of the provisions of this Apprenticeship Contract.</p> <p>This contract may be terminated or cancelled by the apprentice, or may be suspended or cancelled by the sponsor, good cause, with due notice to the apprentice and a reasonable opportunity for corrective action, and with written notice to the apprentice and to the Department.</p> <p>The apprentice's signature authorizes the assigned provider(s) of paid and unpaid related instruction to release grades, and attendance reports to the Department, sponsor, and employer while this contract is in effect.</p> <p>The program sponsor and apprentice agree to the terms of the Apprenticeship Standards incorporated as part of this contract and identified as Exhibit A. The sponsor will not discriminate in the selection and training of the apprentice will accord the apprentice equal opportunity in all phases of apprenticeship employment and training, without discrimination because of race, color, religion, national origin, sex, age, creed, handicap, marital status, ancestry, sexual orientation, arrest record, conviction record, or membership in the military forces of the United States or this state.</p> <p>The apprentice, sponsor, and employer agree to fulfill all the obligations of this Apprenticeship Contract. The parties signed this contract, as required by Chapter 106.01 of the laws of Wisconsin. Personal information provided here is used for secondary purposes (Privacy Law, s. 15.04(1)(m) Wisconsin Statutes).</p> <p>The Registration Agency is the authority to receive and resolve controversies or differences arising from this contract when they cannot be resolved locally in accordance with established procedures or collective bargaining provisions.</p> <p>Registration Agency: Department of Workforce Development Division of Employment and Training Bureau of Apprenticeship Standards PO Box 7972, Madison, WI 53707 Phone: 608-266-3332</p>	<p>Approved: _____</p> <p>TERM OF APPRENTICESHIP: The term of apprenticeship shall be Time-based, be 4 years of not less than 6000 hours. Hours of labor shall be the same as established for the trade.</p> <p>PROBATIONARY PERIOD: The probationary period shall be the first 1500 hours of the apprenticeship. During the probationary period, this contract shall be subject to termination by the apprentice or the sponsor upon written notice to the Department, without adverse impact on the apprentice.</p> <p>SCHOOL ATTENDANCE: The apprentice shall attend Fox Valley Technical College related instruction four hours per week or the equivalent and satisfactorily complete the pre minimum of 400 hours, unless otherwise approved by the Department. The employer must attend related instruction hours at the same rate per hour as for services performed.</p> <p>WORK PROCESS SCHEDULE: In order to obtain well-rounded training and the in the trade, the apprentice shall have experience and training in the following areas. This shall include the following operations but not necessarily in the sequence given. Time spent not be continuous.</p> <p>Work Process Description</p> <p>Machines - Training may include up to minimum of the stated hours on the following machines:</p> <p>CLASS 1 - Machines Friction Crane, Hydraulic Crane, Tower Crane, Tracked Excavator, Rubber Tired Excavator, Caisson Rig, Pile Driver, Dredge Operator/Engineer, Dragline, Directional Boring Machine, Tunnel Boring Machine, Blaster, Concrete/Grout Pump.</p> <p>CLASS 2 - Machines Concrete Laser Screed, Concrete Slipform Paver, Concrete Batch Plant, Concrete Spreader & Distributor, Automatic Subgrader (Concrete), Concrete Grinder & Planing Machine, Concrete Slipform Curb & Gutter Machine, Bridge Paver, Concrete Conveyor System, Asphalt Plant Engineer, Bituminous Paver/Screed, Milling Machine, Grader or Motor Patrol, Tractor (Scraper, Dozer, Pusher, Loader), Scraper - Rubber Tired (Single or Twin Engine), End Loader, Tractor Loader Backhoe, Trenching Machine, Tractor (Side Boom - Heavy), Drilling & Boring Machine (Mechanical Heavy), Grade Checker, Asphalt Roller.</p> <p>CLASS 3 - Machines Greaser, Shouldering Machine, Self-Propelled Chip Spreader, Concrete finishing/Curing/Texturing Machine, Joint Sewer (Multiple Blade), Forklift, Environmental Burner, Backfiller, Hydro-Blasters, Percussion or Rotary Drilling Machine, Rail Leveling Machine, Tie Placer, extractor or tamper, Stone Leveler, Cable Plow (Track or Rubber Tired), Auger Boring Machine, Micro-tunneling Machine, Lowboy, Boats (Safety, Tug, Launch & Work Barges), Deckhand, Off Road Material Hauler.</p> <p>CLASS 4 - Machines Stump Chipper, Rock Breaker, Crusher/</p> <p>DETA-10408-E (R. 12/2010)</p> <p>Exhibit A - Page 1 of 4</p> <p>Wisconsin Operating Engineers JAC • Coloma WI Operating Engineer • 1-859683010-01-T Exhibit A - Program Provisions</p> <p>Screening Plant, Concrete Breaker (Manual or Remote), Vibratory/Sonic Concrete Breaker, Farm or Industrial Tractor & Mounted Equipment, Skid Steer Loader, Broom/Sweeper, Vibratory Hammer/Extractor, Compactor, Concrete Conveyor System, Oiler, Drilling Machine Helper, Tugger, Winches and A-Frames, Material/Man Hoists.</p> <p>CLASS 5 - Machines Pump (Over 3"), Generators, Air Compressor, Automatic Belt Conveyor & Surge Bin, De-Watering, Mulcher, Fireman, Post Hole or Post Driver.</p> <p>Paid Related Instruction 400 TOTAL 6000</p> <p>The above schedule is to include all operations and such other work as is customary in the trade.</p> <p>MINIMUM COMPENSATION TO BE PAID: (Per collective bargaining agreement)</p> <p>First period of 1,500 hours and 160 hours related instruction at 60% of the Base Skilled Wage Rate plus 10% Related Instruction Pay. The Related Instruction consists of: Basic Equipment (80 hours) Hazmat (40 hours) Construction Regulations to include OSHA, MSHA, and First Aid/CPR (40 hours)</p> <p>Second pay period of 1,500 hours and 160 hours related instruction at 65% of the Base Skilled Wage Rate plus 10% Related Instruction Pay. The Related Instruction consists of: Basic Excavating or Basic Earthmoving or Basic Crane (80 hours) Basic Grade Checking (40 hours) Maintenance or Welding (40 hours) Must update MSHA and Hazmat certifications</p> <p>Third pay period of 1,500 hours and 80 hours related instruction at 70% of the Base Skilled Wage Rate plus 10% Related Instruction Pay. The Related Instruction consists of: Any specialty class (80 hours) Must update MSHA, Hazmat, and First Aid/CPR certifications</p> <p>Fourth period of 1,500 hours at 80% of the Base Skilled Wage Rate plus 10% Related Instruction Pay.</p> <p>The skilled wage rate for an apprentice shall be based on the hourly rate established for classification 3 of the current agreement, plus fringes, as appropriate, EXCEPT THAT under NO circumstances shall an apprentice wage rate exceed that of a journeyworker performing the same work.</p> <p>DETA-10408-E (R. 12/2010)</p> <p>Exhibit A - Page 2 of 4</p>

FRINGE BENEFITS DOCUMENTATION – EXAMPLE #1

WISCONSIN LABORERS FRINGE BENEFIT FUNDS 2019-2020

LABORERS

WELFARE \$8.30

PENSION \$8.60

APPR-TRAINING (SKILL) \$.31

DUES \$1.18

LECET \$.07

I A P \$.10

WEL-HRA \$.25

LABORERS APPRENTICE

\$8.30

\$.25

\$7.60

\$1.18

\$.07

\$.10

\$.25

OPERATORS FUNDS 2019-2020

PENSION \$11.70

HEALTH \$9.65

SKILL \$1.05

JLMW \$.32

NTF \$.05

AGC \$.10

DUES 3%

OPERATORS

\$5.85

\$9.65

\$1.05

\$.32

\$.05

.10

3%

FRINGE BENEFITS DOCUMENTATION – EXAMPLE #2

Laborer / Raker: (Contract #53-139P0L)
 Central Pension \$ 8.50
 Health & Welfare \$ 9.81
 Skill Improvement \$.65
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$19.26

Full Operator: (Contract #53-139P0)
 Central Pension \$12.14
 Health & Welfare \$ 9.81
 Skill Improvement \$.65
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$22.90

Apprentice 1st year: (Contract #53-139P1)
 Central Pension \$ 6.07
 Health & Welfare \$ 9.81
 Skill Improvement \$.65
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$16.83

Apprentice 2nd year: (Contract #53-139P2)
 Central Pension: \$ 6.07
 Health & Welfare \$ 9.81
 Skill Improvement \$.65
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$16.83

Apprentice 3rd year: (Contract #53-139P3)
 Central Pension \$ 6.07
 Health & Welfare \$ 9.81
 Skill Improvement \$.66
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$16.83

Apprentice 4th year: (Contract #53-139P4)
 Central Pension: \$ 6.07
 Health & Welfare \$ 9.81
 Skill Improvement \$.65
 National Training Fund \$.05
 Labor Management \$.25
TOTAL \$16.83

PAYROLL MONITORING TRACKING

Sample Spreadsheet for Payroll Monitoring Tracking

(Optional but recommended – Create a spreadsheet for tracking to improve efficiency in future weekly payroll reviews)

	A	B	C	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
1	Contractor	XYZ Construction				Company Fringes														
2	Address					Deductions														
3	City			Show Details		Apprentices														
4	State					Total Hours		894												
5	Zip			Hide Details		Underpayments		0												
6	FEIN #					Restitution Recieved		0												
7	Payroll Contact			Sort Employee		Total CWHSSA		0												
8	Phone					Restitution Outstanding		0												
9	Fax			New Employee																
10	Email																			
11	Union																	No Work	No Work	No Work
12																				
13	Last Name	First Name	Occurrence	Classification	StOt	Wage	Fringe	Total Pay	DB Total	Underpay	Hours	Restitu	Rest. f	CWHS	Interv	5/31/20	6/7/20	6/14/2021	6/21/2021	6/28/2021
14	Adams	John	1	WI8_Operator 3	ST	\$ 39.72	\$ 22.10	\$ 61.82	\$ 60.11	\$ -	62.75	\$ -					7.25			
15	Adams	John	1	WI8_Operator 3	OT	\$ 59.58	\$ 22.10	\$ 81.68	\$ 79.34	\$ -	6.25	\$ -								
16	Brown	James	1	WI8_Laborer 2	ST	\$ 30.50	\$ 19.97	\$ 50.47	\$ 46.46	\$ -	3	\$ -				3				
17	Brown	James	1	WI8_Laborer 2	OT	\$ 42.41	\$ 21.20	\$ 63.61	\$ 61.09	\$ -	0	\$ -								
18	Miller	Joshua	1	WI8_Operator 4	ST	\$ 39.72	\$ 22.10	\$ 61.82	\$ 59.06	\$ -	7	\$ -					7			
19	Miller	Joshua	1	WI8_Operator 4	OT	\$ 59.58	\$ 22.10	\$ 81.68	\$ 77.77	\$ -	0	\$ -								
20	Smith	Steven	1	WI8_Laborer 2	ST	\$ 31.80	\$ 17.20	\$ 49.00	\$ 46.46	\$ -	6.25	\$ -					1.5			
21	Smith	Steven	1	WI8_Laborer 2	OT	\$ 47.70	\$ 17.20	\$ 64.90	\$ 61.09	\$ -	0	\$ -								
22	Thomas	Timothy	1	WI8_Truck 3	ST	\$ 28.70	\$ 21.20	\$ 49.90	\$ 49.47	\$ -	26.5	\$ -								
23	Thomas	Timothy	1	OT		\$ 42.05	\$ 21.20	\$ 63.25	\$ -	\$ -	0	\$ -								

REPORTING ANNOUNCEMENT

New Section 3 Reporting

Announcement Coming Soon!

Reporting total hours worked by all employees *and*
total hours worked by Section 3 employees

during reporting period will be required in semi-annual reporting.

New reporting form for semi-annual Labor Standards, MBE/WBE, and
Section 3 data to be released soon!

COMPLIANCE MONITORING – WORK SITE

- **Employee Interviews:** *Record of Employee Interview / HUD-11 Form (Attachment 7-N in Handbook)*
 - Minimum requirement – Must demonstrate conducted interviews
 - Recommended: Interview each job classification for each contractor (when feasible)
 - Timing and in conjunction with payroll records monitoring
 - Recommended: Conduct at the start of receiving payrolls from contractors
 - Resolving discrepancies – Compare with weekly payrolls; follow up as necessary
 - Maintain documentation in project file
- **Construction Site Signage:** *Visible and accessible to all workers; Legible*
 - Wage Decision(s)
 - Employee Rights Poster (*Attachment 7-S in Handbook*)
 - CDBG Project Sign (*Attachment 7-T / 7-T1 in Handbook*)

COMPLIANCE ENFORCEMENT

- Must resolve underpayments (within 30 days of discovery)
 - Paystubs as record of payment (resolution)
 - Correction Payroll record(s) *required*
- Overtime (OT) Liquidated Damages (when deemed required):
\$27 per employee per day that OT underpayment is not resolved.

(See Chapter 7 of Handbook, pp. 16-18)



COMPLIANCE ENFORCEMENT

Correction Payroll Record(s) – Options:

- Copies of corrected Certified Payroll Record for each payroll for which underpayments were paid (not recommended if underpayments occurred for multiple payrolls); or
- One Certified Correction Payroll for total hours and total amount due and paid to each employee, with supporting documentation showing details:
 - List of all employee with underpayment resolution;
 - Dates and hours for each employee for which underpayment resolution was made;
 - Itemized amount paid for each hour owed; and
 - Total underpayments paid to each employee

COMPLIANCE ENFORCEMENT

- Report on *Semi-Annual Labor Standards Enforcement Report (LSER)* and *Final Labor Standards Compliance Report (LSCR)*
- Submit *Section 5.7 Enforcement Report (Attachment 7-O)* – when a contractor's underpayments total $\geq \$1,000$
- Report on *Self-Monitoring Checklist (Attachment 2-B)*
- Maintain records in CDBG project file

(See Chapter 7 of Handbook, pp. 16-18)



LABOR STANDARDS FILE CONTENTS

- Refer to *File Checklist (Attachment 2-A)* and *Self-Monitoring Checklist (Attachment 2-B)* in Handbook
- DEHCR must receive all applicable labor standards reports before the final *CDBG Payment Request* will be processed

Any and all bidding, contracting and labor standards related documents may be requested by DEHCR for review during monitoring and project reviews.

HELPFUL WEBSITES

- CDBG Implementation Handbook – Chapter 7:
<https://doa.wi.gov/Pages/LocalGovtsGrants/CDBGImplementationHandbook.aspx>
- HUD Labor Standards Enforcement Guidance:
https://portal.hud.gov/hudportal/HUD?src=/program_offices/davis_bacon_and_labor_standards/OLRLibrary
- U.S. Department of Labor Wage and Hour Division:
<https://www.dol.gov/agencies/whd>
- Debarment Checks and Labor Wage Determinations:
<https://sam.gov/content/home>

LABOR STANDARDS COMPLIANCE

Questions?



CONTACTS

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Email: DOACDBG@Wisconsin.gov

Website: [https://doa.wi.gov/Pages/LocalGovtsGrants/Community
DevelopmentPrograms.aspx](https://doa.wi.gov/Pages/LocalGovtsGrants/CommunityDevelopmentPrograms.aspx)

