

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <small>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, &amp; 30</small>				1. REQUISITION NUMBER		PAGE OF 1 10	
2. CONTRACT NO. 70CDCR23DIG000007		3. AWARD/ EFFECTIVE DATE 09/27/2023		4. ORDER NUMBER		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		b. TELEPHONE NUMBER 214-905-		(No collect calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY CODE 70CDCR  DETENTION COMPLIANCE AND REMOVALS U.S. Immigration and Customs Enforcement Office of Acquisition Management 500 12th St SW WASHINGTON DC 20024				10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: % FOR:  <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> SMALL BUSINESS PROGRAM      NAICS: 561612 <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A)      SIZE STANDARD: \$29			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING	
15. DELIVER TO CODE ICE/ERO  ICE Enforcement & Removal Immigration and Customs Enforcement 500 12th St SW  Washington DC 20024				16. ADMINISTERED BY CODE ICE/DCR  ICE/Detention Compliance & Removals Immigration and Customs Enforcement Office of Acquisition Management 500 12th St SW Washington DC 20024			
17a. CONTRACTOR/OFFEROR CODE UCMXB9UX49N3  WILLACY COUNTY LOCAL GOVERNMENT CORPORATION 576 W MAIN AVE STE 145 RAYMONDVILLE TX 78580		FACILITY CODE		18a. PAYMENT WILL BE MADE BY CODE ICE-ERO-FOD-FAO  DHS, ICE Burlington Finance Center P.O. Box 1620 Attn: ICE-ERO/DRO-FOD-FAO Williston VT 05495-1620			
TELEPHONE NO.				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER							
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	UEI: UCMXB9UX49N3 COR: Phone: 956-433- Email:  ACOR: Phone: 956-206- Email:  ACOR: Phone: 956-389- (Use Reverse and/or Attach Additional Sheets as Necessary)						
25. ACCOUNTING AND APPROPRIATION DATA See schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$0.00	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. <input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.							
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				<input type="checkbox"/> 29. AWARD OF CONTRACT: _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH			
30a. SIGNATURE OF CONTRACTOR 				30c. DATE SIGNED 09.27.23			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>Email: [REDACTED]</p> <p>Administrative Contracting Officer: [REDACTED]</p> <p>Phone: 682-218-[REDACTED]</p> <p>Email: [REDACTED]</p> <p>There are no requisitions associated with this action.</p> <p>The purpose of 70CDCR23DIG000007 is to establish an Inter-Governmental Service Agreement (IGSA) between the United States Department of Homeland Security (DHS) Immigration and Customs Enforcement (ICE) and the Willacy County Local Government Corporation for the provision of detention, detention-related services, transportation and stationary guard services for ICE noncitizens at the El Valle Detention Center located at 1800 Industrial Drive, Raymondville, TX 78580. This agreement replaces 70CDCR18DIG000008.</p> <p>The period of performance/ordering period for this IGSA is 09/30/2023 to 09/29/2028.</p> <p>The dates for the annual pricing are as follows:</p> <p>IGSA Year 1: September 30, 2023 - September 29, 2024</p> <p>Continued ...</p>				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED    ☐ INSPECTED    ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: \_\_\_\_\_

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (Print)		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		42b. RECEIVED AT (Location)		
		42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS

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NAME OF OFFEROR OR CONTRACTOR

WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>IGSA Year 2: September 30, 2024 - September 29, 2025</p> <p>IGSA Year 3: September 30, 2025 - September 29, 2026</p> <p>IGSA Year 4: September 30, 2026 - September 29, 2027</p> <p>IGSA Year 5: September 30, 2027 - September 29, 2028</p> <p>A new wage determination will be incorporated into this agreement on each annual anniversary.</p> <p>This action does not obligate any funds. Services shall only be provided when authorized through a funded task order. Annual task orders will be placed against this IGSA.</p> <p>The service provider shall not accept any instruction that results in a change to the services details in the IGSA from an entity or individual other than the Contracting Officer.</p> <p>The following documents constitute the complete agreement and are hereby incorporated into this award:</p> <p>Standard Form 1449 70CDCR23DIG000007</p> <p>Intergovernmental Service Agreement (IGSA) 70CDCR23DIG000007</p> <ul style="list-style-type: none"> <li>• Attachment 1 - Title 29, Part 4 Labor Standards for Federal Service Contracts</li> <li>• Attachment 2 - Wage Determination Number: 2015-5309 Rev. 21 Dated 7/18/2023</li> <li>• Attachment 3 - Quality Assurance Surveillance Plan and Performance Requirements Summary</li> <li>• Attachment 3A -Contract Discrepancy Report (CDR) Template</li> <li>• Attachment 4 - Quality Control Plan</li> <li>• Attachment 5 - Prison Rape Elimination Act (PREA) Regulations</li> <li>• Attachment 6 - Detention-Transportation Invoice Supporting Documentation Template</li> <li>• Attachment 7 - Reserved</li> <li>• Attachment 8 - ICE Privacy, Records Management, and Safeguarding of Sensitive Information</li> <li>• Attachment 9 - Physical Plant Requirements</li> <li>• Attachment 10 - Transportation Requirements</li> </ul> <p>Continued ...</p>				

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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<ul style="list-style-type: none"><li>• Attachment 11 - Virtual Attorney Visitation</li><li>• Attachment 12 - Transgender Requirements</li><li>• Attachment 13 - Staffing Plan</li><li>• Attachment 14 - Performance Work Statement (PWS)</li></ul> Period of Performance: 09/30/2023 to 09/29/2028 Fixed Monthly Facility Operating Charge (FOC) IGSA Year 1 Rate: [REDACTED] per month IGSA Year 2 Rate: [REDACTED] per month IGSA Year 3 Rate: [REDACTED] per month IGSA Year 4 Rate: [REDACTED] per month IGSA Year 5 Rate: [REDACTED] per month Obligated Amount: \$0.00 Award Type: Firm-fixed-price Delivery: 09/30/2023				
0002	Tiered Bed Day Rate (BDR) IGSA Year 1 Tiered Rates: Tier I [REDACTED] Tier II [REDACTED] IGSA Year 2 Tiered Rates: Tier I [REDACTED] Tier II [REDACTED] IGSA Year 3 Tiered Rates: Tier I [REDACTED] Tier II [REDACTED] IGSA Year 4 Tiered Rates: Tier I [REDACTED] Tier II [REDACTED] IGSA Year 5 Tiered Rates: Tier I [REDACTED] Continued ...				



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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Tier II [REDACTED] Obligated Amount: \$0.00 Award Type: Firm-fixed-price  Delivery: 09/30/2023				
0003	On-Call Escort/Stationary Guard Support  Regular Rate: [REDACTED]  Overtime Rate: [REDACTED] Obligated Amount: \$0.00 Award Type: Labor-hour  Delivery: 09/30/2023				
0004	Voluntary Work Program Reimbursement  [REDACTED] Per Day Obligated Amount: \$0.00 Award Type: Firm-fixed-price  Delivery: 09/30/2023				
0005	Transportation Mileage rate to be in accordance with the General Services Administration (GSA) rates at the time of occurrence/Transportation Mileage Rate  Current Mileage Rate: [REDACTED] Obligated Amount: \$0.00 Award Type: Firm-fixed-price  Delivery: 09/30/2023				
0006	Texas Private Security Board (TPSB) Level III One-Time Cost: [REDACTED] Obligated Amount: \$0.00 Product/Service Code: S206 Product/Service Description: HOUSEKEEPING- GUARD  Delivery: 120 Days After Award				
0007	Simulcast Equipment One-Time Cost: [REDACTED] Obligated Amount: \$0.00 Product/Service Code: S206 Product/Service Description: HOUSEKEEPING- GUARD Continued ...				

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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Delivery: 30 Days After Award INVOICE INSTRUCTIONS - ERO</p> <p>1. The contractor shall be active in the System for Award Management (www.SAM.gov) for invoice processing. Besides the information identified below, a proper invoice shall also include; contractor's Unique Entity Identifier (UEI) number; the ICE Program Office; and state whether the invoice is "INTERIM" or "FINAL".</p> <p>2. In accordance with Contract Clauses, FAR 52.212-4 (g) (1), Contract Terms and Conditions - Commercial Items, or FAR 52.232-25 (a) (3), Prompt Payment, as applicable, the information required with each invoice submission is as follows: "...An invoice must include-</p> <ul style="list-style-type: none"><li>(i) Name and address of the Contractor. The name, address and UEI number on the invoice MUST match the information in both the Contract/Agreement and the information in SAM;</li><li>(ii) Unique Entity Identifier (UEI) number;</li><li>(iii) Invoice date and number;</li><li>(iv) Contract number, line items and, if applicable, the order number;</li><li>(v) Description, quantity, unit of measure, unit price and extended price of the items delivered;</li><li>(vi) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;</li><li>(vii) Terms of any discount for prompt payment offered;</li><li>(viii) Remit to Address;</li><li>(ix) Name, title, and phone number of persons to notify in event of defective invoice;</li><li>(x) ICE Program Office designated on the order/contract/agreement; and</li><li>(xi) Whether the invoice is "Interim" or "Final"</li></ul> <p>3. Invoice submission: shall be submitted via one of the following two methods. Improper invoices or those submitted by means other than these two methods will be returned. Email is the preferred method.</p> <p>a. Primary method of submission is email. The Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR

WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Contractor shall submit one (1) invoice in PDF format per e-mail and the subject line of the e-mail will reference the invoice number of the attached invoice to: Invoice.Consolidation@ice.dhs.gov Attn: ICE - (Insert program office name or code) Invoice</p> <p>b. Mail: DHS, ICE Financial Service Center Burlington Attn: ICE-ERO-FOD-FAO Invoice</p> <p>P.O. Box 1620 Williston, VT 05495-1620</p> <p>(xii). Electronic Funds Transfer (EFT) banking information in accordance with 52.232-33 Payment by Electronic Funds Transfer - System for Award Management or 52-232-34, Payment by Electronic Funds Transfer - Other than System for Award Management.</p> <p>3. Invoice Supporting Documentation. To ensure payment, the vendor must submit supporting documentation which provides substantiation for the invoiced costs to the Contracting Officer Representative (COR) or Point of Contact (POC) identified in the contract. Invoice charges must align with the contract CLINs. Supporting documentation is required when guaranteed minimums are exceeded and when allowable costs are incurred. Details are as follows:</p> <p>(i). Guaranteed Minimums. If a guaranteed minimum is not exceeded on a CLIN(s) for the invoice period, no supporting documentation is required. When a guaranteed minimum is exceeded on a CLIN (s) for the invoice period, the Contractor is required to submit invoice supporting documentation for all detention services provided during the invoice period which provides the information described below:</p> <p>a. Detention Bed Space Services</p> <ul style="list-style-type: none"><li>• Bed day rate;</li></ul> <p>Continued ...</p>				

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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<ul style="list-style-type: none"><li>• Detainees check-in and check-out dates;</li><li>• Number of bed days multiplied by the bed day rate;</li><li>• Name of each detainee;</li><li>• Detainees identification information</li></ul> <p>(ii). Allowable Incurred Cost. Fixed Unit Price Items (items for allowable incurred costs, such as transportation services, stationary guard or escort services, transportation mileage or other Minor Charges such as sack lunches and detainee wages): shall be fully supported with documentation substantiating the costs and/or reflecting the established price in the contract and shall be submitted in .pdf format:</p> <p>a. Detention Bed Space Services. For detention bed space CLINs without a GM, the supporting documentation must include:</p> <ul style="list-style-type: none"><li>• Bed day rate;</li><li>• Detainees check-in and check-out dates;</li><li>• Number of bed days multiplied by the bed day rate;</li><li>• Name of each detainee;</li><li>• Detainees identification information</li></ul> <p>b. Transportation Services: For transportation CLINs without a GM, the supporting documentation must include:</p> <ul style="list-style-type: none"><li>• Mileage rate being applied for that invoice;</li><li>• Number of miles;</li><li>• Transportation routes provided;</li><li>• Locations serviced;</li><li>• Names of detainees transported;</li><li>• Itemized listing of all other charges; and,</li><li>• for reimbursable expenses (e.g. travel expenses, special meals, etc.) copies of all receipts.</li></ul> <p>c. Stationary Guard Services: The itemized monthly invoice shall state:</p> <ul style="list-style-type: none"><li>• The location where the guard services were provided,</li><li>• The employee guard names and number of hours being billed,</li><li>• The employee guard names and duration of the billing (times and dates), and</li></ul> <p>Continued ...</p>				



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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>• for individual or detainee group escort services only, the name of the detainee(s) that was/were escorted.</p> <p>d. Other Direct Charges (e.g. VTC support, transportation meals/sack lunches, volunteer detainee wages, etc.):</p> <p>1) The invoice shall include appropriate supporting documentation for any direct charge billed for reimbursement. For charges for detainee support items (e.g. meals, wages, etc.), the supporting documentation should include the name of the detainee(s) supported and the date(s) and amount(s) of support.</p> <p>(iii) Firm Fixed-Price CLINs. Supporting documentation is not required for charges for FFP CLINs.</p> <p>4. Safeguarding Information: As a contractor or vendor conducting business with Immigration and Customs Enforcement (ICE), you are required to comply with DHS Policy regarding the safeguarding of Sensitive Personally Identifiable Information (PII). Sensitive PII is information that identifies an individual, including an alien, and could result in harm, embarrassment, inconvenience, or unfairness. Examples of Sensitive PII include information such as: Social Security Numbers, Alien Registration Numbers (A-Numbers), or combinations of information such as the individuals name or other unique identifier and full date of birth, citizenship, or immigration status.</p> <p>As part of your obligation to safeguard information, the follow precautions are required:</p> <p>(i) Email supporting documents containing Sensitive PII in an encrypted attachment with password sent separately to the Contracting Officer Representative assigned to the contract.</p> <p>(ii) Never leave paper documents containing Sensitive PII unattended and unsecure. When not in use, these documents will be locked in Continued ...</p>				

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WILLACY COUNTY LOCAL GOVERNMENT CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>drawers, cabinets, desks, etc. so the information is not accessible to those without a need to know.</p> <p>(iii) Use shredders when discarding paper documents containing Sensitive PII.</p> <p>(iv) Refer to the DHS Handbook for Safeguarding Sensitive Personally Identifiable Information (March 2012) found at <a href="http://www.dhs.gov/xlibrary/assets/privacy/dhs-privacy-safeguardingsensitivepiihandbook-march2012.pdf">http://www.dhs.gov/xlibrary/assets/privacy/dhs-privacy-safeguardingsensitivepiihandbook-march2012.pdf</a> for more information on and/or examples of Sensitive PII.</p> <p>4. Payment Inquiries: Questions regarding invoice submission or payment, please contact Financial Service Center Burlington at 1-877-491-6521, Option # 3 or by e-mail at <a href="mailto:OCFO.CustomerService@ice.dhs.gov">OCFO.CustomerService@ice.dhs.gov</a></p> <p>Invoices without the above information may be returned for resubmission.</p> <p>The total amount of award: \$0.00. The obligation for this award is shown in box 26.</p>				

"REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor		U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director	Division of Wage Determinations	Wage Determination No.: 2015-5309 Revision No.: 21 Date Of Last Revision: 07/18/2023

Note: Contracts subject to the Service Contract Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658.

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least \$16.20 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 2023.
If the contract was awarded on or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022:	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least \$12.15 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2023.

The applicable Executive Order minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the Executive Orders is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

State: Texas

Area: Texas Counties of Brooks, Duval, Jim Hogg, Kenedy, Starr, Willacy, Zapata

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.71***
01012 - Accounting Clerk II		16.51
01013 - Accounting Clerk III		18.47
01020 - Administrative Assistant		27.11
01035 - Court Reporter		18.48
01041 - Customer Service Representative I		14.32***
01042 - Customer Service Representative II		15.62***
01043 - Customer Service Representative III		17.54
01051 - Data Entry Operator I		15.62***
01052 - Data Entry Operator II		17.04
01060 - Dispatcher, Motor Vehicle		18.79
01070 - Document Preparation Clerk		14.71***
01090 - Duplicating Machine Operator		14.71***
01111 - General Clerk I		13.47***
01112 - General Clerk II		14.70***
01113 - General Clerk III		16.51

01120 - Housing Referral Assistant	20.59
01141 - Messenger Courier	12.36***
01191 - Order Clerk I	15.62***
01192 - Order Clerk II	17.06
01261 - Personnel Assistant (Employment) I	17.33
01262 - Personnel Assistant (Employment) II	19.38
01263 - Personnel Assistant (Employment) III	21.61
01270 - Production Control Clerk	27.49
01290 - Rental Clerk	14.71***
01300 - Scheduler, Maintenance	16.52
01311 - Secretary I	16.52
01312 - Secretary II	18.48
01313 - Secretary III	20.59
01320 - Service Order Dispatcher	16.80
01410 - Supply Technician	27.11
01420 - Survey Worker	15.23***
01460 - Switchboard Operator/Receptionist	13.95***
01531 - Travel Clerk I	13.71***
01532 - Travel Clerk II	14.81***
01533 - Travel Clerk III	16.49
01611 - Word Processor I	14.71***
01612 - Word Processor II	16.52
01613 - Word Processor III	18.48
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.37
05010 - Automotive Electrician	21.27
05040 - Automotive Glass Installer	19.95
05070 - Automotive Worker	19.95
05110 - Mobile Equipment Servicer	17.44
05130 - Motor Equipment Metal Mechanic	22.42
05160 - Motor Equipment Metal Worker	19.95
05190 - Motor Vehicle Mechanic	22.42
05220 - Motor Vehicle Mechanic Helper	16.12***
05250 - Motor Vehicle Upholstery Worker	18.64
05280 - Motor Vehicle Wrecker	19.95
05310 - Painter, Automotive	21.27
05340 - Radiator Repair Specialist	19.95
05370 - Tire Repairer	16.85
05400 - Transmission Repair Specialist	22.42
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.62***
07041 - Cook I	12.60***
07042 - Cook II	14.49***
07070 - Dishwasher	10.26***
07130 - Food Service Worker	11.06***
07210 - Meat Cutter	15.21***
07260 - Waiter/Waitress	9.10***
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.32
09040 - Furniture Handler	12.56***
09080 - Furniture Refinisher	19.59
09090 - Furniture Refinisher Helper	14.96***
09110 - Furniture Repairer, Minor	17.26
09130 - Upholsterer	19.59
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	13.01***
11060 - Elevator Operator	12.84***
11090 - Gardener	18.52
11122 - Housekeeping Aide	12.84***
11150 - Janitor	12.84***
11210 - Laborer, Grounds Maintenance	14.13***
11240 - Maid or Houseman	10.90***
11260 - Pruner	12.58***
11270 - Tractor Operator	17.09
11330 - Trail Maintenance Worker	14.13***



11360 - Window Cleaner	14.40***
12000 - Health Occupations	
12010 - Ambulance Driver	16.20
12011 - Breath Alcohol Technician	21.12
12012 - Certified Occupational Therapist Assistant	35.18
12015 - Certified Physical Therapist Assistant	35.64
12020 - Dental Assistant	18.50
12025 - Dental Hygienist	37.58
12030 - EKG Technician	32.00
12035 - Electroneurodiagnostic Technologist	32.00
12040 - Emergency Medical Technician	16.20
12071 - Licensed Practical Nurse I	18.88
12072 - Licensed Practical Nurse II	21.12
12073 - Licensed Practical Nurse III	23.54
12100 - Medical Assistant	15.77***
12130 - Medical Laboratory Technician	24.99
12160 - Medical Record Clerk	15.20***
12190 - Medical Record Technician	17.00
12195 - Medical Transcriptionist	18.88
12210 - Nuclear Medicine Technologist	46.41
12221 - Nursing Assistant I	12.98***
12222 - Nursing Assistant II	14.59***
12223 - Nursing Assistant III	15.92***
12224 - Nursing Assistant IV	17.88
12235 - Optical Dispenser	20.22
12236 - Optical Technician	25.52
12250 - Pharmacy Technician	17.78
12280 - Phlebotomist	15.80***
12305 - Radiologic Technologist	29.44
12311 - Registered Nurse I	26.27
12312 - Registered Nurse II	32.13
12313 - Registered Nurse II, Specialist	32.13
12314 - Registered Nurse III	38.88
12315 - Registered Nurse III, Anesthetist	38.88
12316 - Registered Nurse IV	46.60
12317 - Scheduler (Drug and Alcohol Testing)	26.17
12320 - Substance Abuse Treatment Counselor	23.77
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.15
13012 - Exhibits Specialist II	24.97
13013 - Exhibits Specialist III	30.54
13041 - Illustrator I	20.15
13042 - Illustrator II	24.97
13043 - Illustrator III	30.54
13047 - Librarian	27.64
13050 - Library Aide/Clerk	18.30
13054 - Library Information Technology Systems Administrator	24.97
13058 - Library Technician	14.17***
13061 - Media Specialist I	18.01
13062 - Media Specialist II	20.15
13063 - Media Specialist III	22.47
13071 - Photographer I	18.01
13072 - Photographer II	20.15
13073 - Photographer III	24.97
13074 - Photographer IV	30.54
13075 - Photographer V	36.95
13090 - Technical Order Library Clerk	17.91
13110 - Video Teleconference Technician	19.58
14000 - Information Technology Occupations	
14041 - Computer Operator I	16.48
14042 - Computer Operator II	18.44
14043 - Computer Operator III	20.60
14044 - Computer Operator IV	22.99
14045 - Computer Operator V	25.53

14071 - Computer Programmer I	(see 1)	24.94
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		16.82
14160 - Personal Computer Support Technician		22.99
14170 - System Support Specialist		28.40
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		34.28
15020 - Aircrew Training Devices Instructor (Rated)		41.48
15030 - Air Crew Training Devices Instructor (Pilot)		49.69
15050 - Computer Based Training Specialist / Instructor		34.28
15060 - Educational Technologist		31.51
15070 - Flight Instructor (Pilot)		49.69
15080 - Graphic Artist		21.16
15085 - Maintenance Test Pilot, Fixed, Jet/Prop		50.73
15086 - Maintenance Test Pilot, Rotary Wing		50.73
15088 - Non-Maintenance Test/Co-Pilot		50.73
15090 - Technical Instructor		26.59
15095 - Technical Instructor/Course Developer		32.53
15110 - Test Proctor		21.46
15120 - Tutor		21.46
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.88***
16030 - Counter Attendant		9.88***
16040 - Dry Cleaner		11.61***
16070 - Finisher, Flatwork, Machine		9.88***
16090 - Presser, Hand		9.88***
16110 - Presser, Machine, Drycleaning		9.88***
16130 - Presser, Machine, Shirts		9.88***
16160 - Presser, Machine, Wearing Apparel, Laundry		9.88***
16190 - Sewing Machine Operator		12.20***
16220 - Tailor		12.86***
16250 - Washer, Machine		10.36***
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		23.54
19040 - Tool And Die Maker		28.32
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		17.31
21030 - Material Coordinator		27.49
21040 - Material Expediter		27.49
21050 - Material Handling Laborer		15.13***
21071 - Order Filler		15.01***
21080 - Production Line Worker (Food Processing)		17.31
21110 - Shipping Packer		16.83
21130 - Shipping/Receiving Clerk		16.83
21140 - Store Worker I		13.96***
21150 - Stock Clerk		19.54
21210 - Tools And Parts Attendant		17.31
21410 - Warehouse Specialist		17.31
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		29.25
23019 - Aircraft Logs and Records Technician		24.04
23021 - Aircraft Mechanic I		27.96
23022 - Aircraft Mechanic II		29.25
23023 - Aircraft Mechanic III		30.57
23040 - Aircraft Mechanic Helper		19.94
23050 - Aircraft, Painter		26.52
23060 - Aircraft Servicer		24.04
23070 - Aircraft Survival Flight Equipment Technician		26.52
23080 - Aircraft Worker		24.87
23091 - Aircrew Life Support Equipment (ALSE) Mechanic		24.87

I		
23092	- Aircrew Life Support Equipment (ALSE) Mechanic	27.96
II		
23110	- Appliance Mechanic	23.54
23120	- Bicycle Repairer	19.07
23125	- Cable Splicer	35.10
23130	- Carpenter, Maintenance	22.83
23140	- Carpet Layer	22.07
23160	- Electrician, Maintenance	26.36
23181	- Electronics Technician Maintenance I	27.12
23182	- Electronics Technician Maintenance II	31.17
23183	- Electronics Technician Maintenance III	34.25
23260	- Fabric Worker	20.63
23290	- Fire Alarm System Mechanic	24.81
23310	- Fire Extinguisher Repairer	19.19
23311	- Fuel Distribution System Mechanic	25.32
23312	- Fuel Distribution System Operator	19.59
23370	- General Maintenance Worker	16.93
23380	- Ground Support Equipment Mechanic	27.96
23381	- Ground Support Equipment Servicer	24.04
23382	- Ground Support Equipment Worker	24.87
23391	- Gunsmith I	19.19
23392	- Gunsmith II	22.07
23393	- Gunsmith III	24.81
23410	- Heating, Ventilation And Air-Conditioning Mechanic	21.85
23411	- Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	22.97
23430	- Heavy Equipment Mechanic	25.80
23440	- Heavy Equipment Operator	22.04
23460	- Instrument Mechanic	24.81
23465	- Laboratory/Shelter Mechanic	23.54
23470	- Laborer	15.13***
23510	- Locksmith	23.54
23530	- Machinery Maintenance Mechanic	27.22
23550	- Machinist, Maintenance	22.04
23580	- Maintenance Trades Helper	15.66***
23591	- Metrology Technician I	24.81
23592	- Metrology Technician II	25.96
23593	- Metrology Technician III	27.12
23640	- Millwright	26.75
23710	- Office Appliance Repairer	23.40
23760	- Painter, Maintenance	19.56
23790	- Pipefitter, Maintenance	25.78
23810	- Plumber, Maintenance	24.60
23820	- Pneudraulic Systems Mechanic	24.81
23850	- Rigger	22.42
23870	- Scale Mechanic	22.07
23890	- Sheet-Metal Worker, Maintenance	24.00
23910	- Small Engine Mechanic	19.98
23931	- Telecommunications Mechanic I	23.40
23932	- Telecommunications Mechanic II	24.48
23950	- Telephone Lineman	26.85
23960	- Welder, Combination, Maintenance	22.32
23965	- Well Driller	24.32
23970	- Woodcraft Worker	24.81
23980	- Woodworker	19.19
24000	- Personal Needs Occupations	
24550	- Case Manager	16.76
24570	- Child Care Attendant	10.64***
24580	- Child Care Center Clerk	13.27***
24610	- Chore Aide	10.95***
24620	- Family Readiness And Support Services Coordinator	16.76
24630	- Homemaker	16.76

25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	23.36
25040 - Sewage Plant Operator	17.33
25070 - Stationary Engineer	23.36
25190 - Ventilation Equipment Tender	16.69
25210 - Water Treatment Plant Operator	17.33
27000 - Protective Service Occupations	
27004 - Alarm Monitor	15.42***
27007 - Baggage Inspector	15.48***
27008 - Corrections Officer	19.51
27010 - Court Security Officer	20.72
27030 - Detection Dog Handler	17.70
27040 - Detention Officer	19.51
27070 - Firefighter	20.08
27101 - Guard I	15.48***
27102 - Guard II	17.70
27131 - Police Officer I	21.92
27132 - Police Officer II	24.36
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	14.06***
28042 - Carnival Equipment Repairer	15.23***
28043 - Carnival Worker	10.35***
28210 - Gate Attendant/Gate Tender	15.31***
28310 - Lifeguard	11.34***
28350 - Park Attendant (Aide)	17.13
28510 - Recreation Aide/Health Facility Attendant	12.21***
28515 - Recreation Specialist	20.70
28630 - Sports Official	13.65***
28690 - Swimming Pool Operator	17.53
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	26.93
29020 - Hatch Tender	26.93
29030 - Line Handler	26.93
29041 - Stevedore I	26.15
29042 - Stevedore II	29.40
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	45.86
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	31.63
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	34.83
30021 - Archeological Technician I	19.20
30022 - Archeological Technician II	21.43
30023 - Archeological Technician III	26.42
30030 - Cartographic Technician	26.42
30040 - Civil Engineering Technician	20.53
30051 - Cryogenic Technician I	30.54
30052 - Cryogenic Technician II	33.73
30061 - Drafter/CAD Operator I	19.20
30062 - Drafter/CAD Operator II	21.43
30063 - Drafter/CAD Operator III	23.96
30064 - Drafter/CAD Operator IV	29.26
30081 - Engineering Technician I	17.94
30082 - Engineering Technician II	20.15
30083 - Engineering Technician III	22.54
30084 - Engineering Technician IV	27.92
30085 - Engineering Technician V	34.15
30086 - Engineering Technician VI	41.33
30090 - Environmental Technician	25.89
30095 - Evidence Control Specialist	27.58
30210 - Laboratory Technician	31.86
30221 - Latent Fingerprint Technician I	30.54
30222 - Latent Fingerprint Technician II	33.73
30240 - Mathematical Technician	26.61
30361 - Paralegal/Legal Assistant I	19.82
30362 - Paralegal/Legal Assistant II	24.56
30363 - Paralegal/Legal Assistant III	30.04



30364 - Paralegal/Legal Assistant IV	36.34
30375 - Petroleum Supply Specialist	33.73
30390 - Photo-Optics Technician	24.54
30395 - Radiation Control Technician	33.73
30461 - Technical Writer I	26.61
30462 - Technical Writer II	32.32
30463 - Technical Writer III	39.09
30491 - Unexploded Ordnance (UXO) Technician I	29.15
30492 - Unexploded Ordnance (UXO) Technician II	35.26
30493 - Unexploded Ordnance (UXO) Technician III	42.27
30494 - Unexploded (UXO) Safety Escort	29.15
30495 - Unexploded (UXO) Sweep Personnel	29.15
30501 - Weather Forecaster I	30.54
30502 - Weather Forecaster II	37.15
30620 - Weather Observer, Combined Upper Air Or (see 2)	23.96
Surface Programs	
30621 - Weather Observer, Senior (see 2)	26.61
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	35.26
31020 - Bus Aide	12.50***
31030 - Bus Driver	18.15
31043 - Driver Courier	13.24***
31260 - Parking and Lot Attendant	11.19***
31290 - Shuttle Bus Driver	13.16***
31310 - Taxi Driver	10.71***
31361 - Truckdriver, Light	14.36***
31362 - Truckdriver, Medium	15.43***
31363 - Truckdriver, Heavy	21.95
31364 - Truckdriver, Tractor-Trailer	21.95
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	17.19
99030 - Cashier	10.86***
99050 - Desk Clerk	10.97***
99095 - Embalmer	29.15
99130 - Flight Follower	29.15
99251 - Laboratory Animal Caretaker I	15.08***
99252 - Laboratory Animal Caretaker II	15.83***
99260 - Marketing Analyst	32.61
99310 - Mortician	29.15
99410 - Pest Controller	17.59
99510 - Photofinishing Worker	15.32***
99710 - Recycling Laborer	16.32
99711 - Recycling Specialist	19.72
99730 - Refuse Collector	14.64***
99810 - Sales Clerk	13.17***
99820 - School Crossing Guard	15.72***
99830 - Survey Party Chief	25.76
99831 - Surveying Aide	17.51
99832 - Surveying Technician	21.54
99840 - Vending Machine Attendant	21.36
99841 - Vending Machine Repairer	26.04
99842 - Vending Machine Repairer Helper	21.36

\*\*\*Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$16.20 per hour) or 13658 (\$12.15 per hour). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 and 13658 are not currently being enforced as to contracts or contract-like instruments entered into with the federal government in connection with seasonal recreational services or seasonal recreational equipment rental for the general public on federal lands.

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](http://www.dol.gov/whd/govcontracts).

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.98 per hour, up to 40 hours per week, or \$199.20 per week or \$863.20 per month

HEALTH & WELFARE EO 13706: \$4.57 per hour, up to 40 hours per week, or \$182.80 per week, or \$792.13 per month\*

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

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; and 3 weeks after 10 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 eleven paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Juneteenth National Independence 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: This wage determination does not apply to any individual employed in a bona fide executive, administrative, or professional capacity, as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least \$27.63 per hour (or at least \$684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17), this wage determination may not include wage rates for all occupations within those job families. In such instances, a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry, and are not determinative of whether an employee is an exempt computer professional. To be exempt, computer employees who satisfy the compensation requirements must also have a primary duty that 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).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14, 2006)). Accordingly, this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

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

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

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

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

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

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

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary

affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of ""wash and wear"" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

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

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

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

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

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



5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

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

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