

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, &amp; 30</i>				1. REQUISITION NUMBER		PAGE OF 1 8			
2. CONTRACT NO. 70CDCR24DIG000005		3. AWARD/ EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE	
7. <b>FOR SOLICITATION INFORMATION CALL:</b>		a. NAME 			b. TELEPHONE NUMBER (No collect calls)		8. OFFER DUE DATE/LOCAL TIME		
9. ISSUED BY  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:  <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> SMALL BUSINESS  <input type="checkbox"/> HUBZONE SMALL BUSINESS  <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB) </div> <div> <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB)  <input type="checkbox"/> ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)  <input type="checkbox"/> 8(A) </div> <div> NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS):     SIZE STANDARD: </div> </div>					
11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30		13a. THIS CONTRACT IS A RATED ORDER UNDER THE DEFENSE PRIORITIES AND ALLOCATIONS SYSTEM - DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> REQUEST FOR QUOTE (RFQ) <input type="checkbox"/> INVITATION FOR BID (IFB) <input type="checkbox"/> REQUEST FOR PROPOSAL (RFP)			
15. DELIVER TO CODE				16. ADMINISTERED BY CODE					
17a. CONTRACTOR/ OFFEROR CODE FM41FJJ4TGQ6  CONCORDIA PARISH SHERIFFS OFFICE ATTN 4001 CARTER STREET ROOM 7 VIDALIA LA 71373  TELEPHONE NO. 318719		FACILITY CODE				18a. PAYMENT WILL BE MADE BY CODE ICE-ERO-FOD-FNL  DHS, ICE Burlington Finance Center P.O. Box 1620 Attn: ICE-ERO-FOD-FNL Williston VT 05495-1620			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT		
	UEI: FM41FJJ4TGQ6 CONTACT INFORMATION COR: , , (215) 528- COR: , , (210) 283- COR: , , (504) 402- COR: , , (202) 752- Program Manager: <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>								
25. ACCOUNTING AND APPROPRIATION DATA See schedule						26. TOTAL AWARD AMOUNT (For Government Use Only) \$0.00			
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE (FEDERAL ACQUISITION REGULATION) 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 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: REFERENCE _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:				
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)					
30b. NAME AND TITLE OF SIGNER (Type or print)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print)			31c. DATE SIGNED	

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>[REDACTED], 318-485-[REDACTED]</p> <p>CO: [REDACTED], [REDACTED]</p> <p>682-308-[REDACTED]</p> <p>CS: [REDACTED], [REDACTED]</p> <p>(771) 215-[REDACTED]</p> <p>KTR POC: CFO [REDACTED],</p> <p>[REDACTED] (318) 437-[REDACTED]</p> <p>KTR POC: Sheriff David Hedrick,</p> <p>[REDACTED], (318) 336-[REDACTED]</p> <p>County POC: [REDACTED]</p> <p>LaSalle POC (SubK): [REDACTED],</p> <p>[REDACTED], (512) 694-[REDACTED]</p> <p>This is a solicitation to renew the Intergovernmental Service Agreement (IGSA) between ICE and Concordia Parish for detention services.</p> <p>Attachment 1 - Title 29, Part 4 Labor Standards for Federal Service Contracts</p> <p>Attachment 2 - Wage Determination Number: 2015-5201 Rev 23 Dated 12/26/2023</p> <p>Attachment 3 - Quality Assurance Surveillance Plan and Performance Requirements Summary (PBND 2011 with 2016 revisions)</p> <p>Attachment 3A -Contract Discrepancy Report (CDR) Template</p> <p>Attachment 4 - Quality Control Plan (TO BE PROVIDED BY THE SERVICE PROVIDER WITH PROPOSAL)</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	37. CHECK NUMBER	
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL			<input type="checkbox"/> COMPLETE <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 ( <i>Print</i> )		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	42b. RECEIVED AT ( <i>Location</i> )		
			42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS

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NAME OF OFFEROR OR CONTRACTOR

CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Attachment 5 - Prison Rape Elimination Act (PREA) Regulations Attachment 6 - Detention-Transportation Invoice Supporting Documentation Template Attachment 7 - Combatting Trafficking in Persons Attachment 8 - ICE Privacy, Records Management, and Safeguarding of Sensitive Information Attachment 9 - Physical Plant Requirements Attachment 10 - Transportation Requirements Attachment 11 - Virtual Attorney Visitation Attachment 12 - Transgender Requirements Attachment 13 - Staffing Plan (TO BE PROVIDED BY THE SERVICE PROVIDER WITH PROPOSAL) Attachment 13a - Detention Facility Floor Plan (TO BE PROVIDED BY THE SERVICE PROVIDER WITH PROPOSAL) Attachment 14 - Performance Work Statement (PWS) Attachment 15 - CDPO Position Description Period of Performance: 05/01/2024 to 04/30/2029				
0001	Facility Operating Charge: \$TBD per month (Includes [REDACTED] Contract Detention Processing Officers)  Bed Day Rate: \$TBD per noncitizen  Voluntary Work Program Reimbursement: \$ [REDACTED] per day				
0002	Transportation and Guard Services  On-Call Guard at Regular Rate: \$TBD per hour  On-Call Guard at Overtime Rate: \$TBD per hour  Transportation Mileage rate to be in accordance with GSA rates at the time of occurrence. Obligated Amount: \$0.00 Product/Service Code: S206 Product/Service Description: HOUSEKEEPING- GUARD  INVOICE INSTRUCTIONS - ERO  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; Continued ...				0.00

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NAME OF OFFEROR OR CONTRACTOR

CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>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:</p> <p>"...An invoice must include-</p> <p>(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;</p> <p>(ii) Unique Entity Identifier (UEI) number;</p> <p>(iii) Invoice date and number;</p> <p>(iv) Contract number, line items and, if applicable, the order number;</p> <p>(v) Description, quantity, unit of measure, unit price and extended price of the items delivered;</p> <p>(vi) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;</p> <p>(vii) Terms of any discount for prompt payment offered;</p> <p>(viii) Remit to Address;</p> <p>(ix) Name, title, and phone number of persons to notify in event of defective invoice;</p> <p>(x) ICE Program Office designated on the order/contract/agreement; and</p> <p>(xi) Whether the invoice is "Interim" or "Final"</p> <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 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:</p> <p>Invoice. [REDACTED]</p> <p>Attn: ICE-ERO-FOD-FNL Invoice</p> <p>Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR  
CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>b. Mail: DHS, ICE Financial Service Center Burlington Attn: ICE-ERO-FOD-FNL Invoice 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> <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</p> <p>Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR  
CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>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> <li>• for individual or detainee group escort services only, the name of the detainee(s) that was/were escorted.</li> </ul> <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</p> <p>Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR

CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>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 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-pri">http://www.dhs.gov/xlibrary/assets/privacy/dhs-pri</a></p> <p>Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR  
CONCORDIA PARISH SHERIFFS OFFICE

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>vacy-safeguardingsensitivepiihandbook-march2012.pdf f 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-██████,  Option # 3 or by e-mail at ██</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                      Division of  
Director                      Wage Determinations

Wage Determination No.: 2015-5201  
Revision No.: 23  
Date Of Last Revision: 12/26/2023

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: determination,	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least \$17.20 per hour (or the applicable wage rate listed on this wage if it is higher) for all hours spent performing on the contract in 2024.
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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: determination,	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least \$12.90 per hour (or the applicable wage rate listed on this wage if it is higher) for all hours spent performing on the contract in 2024.
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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).

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State: Louisiana

Area: Louisiana Parishes of Caldwell, Catahoula, Concordia, Franklin, Tensas

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.94***
01012 - Accounting Clerk II		16.77***
01013 - Accounting Clerk III		18.76
01020 - Administrative Assistant		22.35
01035 - Court Reporter		16.61***
01041 - Customer Service Representative I		13.23***
01042 - Customer Service Representative II		14.65***
01043 - Customer Service Representative III		16.22***
01051 - Data Entry Operator I		12.12***
01052 - Data Entry Operator II		13.22***
01060 - Dispatcher, Motor Vehicle		17.61
01070 - Document Preparation Clerk		13.22***
01090 - Duplicating Machine Operator		13.22***
01111 - General Clerk I		11.79***
01112 - General Clerk II		12.87***
01113 - General Clerk III		14.45***
01120 - Housing Referral Assistant		18.51
01141 - Messenger Courier		11.44***
01191 - Order Clerk I		12.12***
01192 - Order Clerk II		13.22***
01261 - Personnel Assistant (Employment) I		14.85***
01262 - Personnel Assistant (Employment) II		16.61***
01263 - Personnel Assistant (Employment) III		18.51
01270 - Production Control Clerk		22.69
01290 - Rental Clerk		13.22***
01300 - Scheduler, Maintenance		14.85***
01311 - Secretary I		14.85***
01312 - Secretary II		16.61***
01313 - Secretary III		18.51
01320 - Service Order Dispatcher		18.30
01410 - Supply Technician		22.35

01420 - Survey Worker	14.73***
01460 - Switchboard Operator/Receptionist	12.44***
01531 - Travel Clerk I	13.50***
01532 - Travel Clerk II	14.48***
01533 - Travel Clerk III	16.50***
01611 - Word Processor I	13.22***
01612 - Word Processor II	14.85***
01613 - Word Processor III	16.61***
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	21.71
05010 - Automotive Electrician	19.95
05040 - Automotive Glass Installer	18.61
05070 - Automotive Worker	18.61
05110 - Mobile Equipment Servicer	15.81***
05130 - Motor Equipment Metal Mechanic	21.22
05160 - Motor Equipment Metal Worker	18.61
05190 - Motor Vehicle Mechanic	21.22
05220 - Motor Vehicle Mechanic Helper	14.29***
05250 - Motor Vehicle Upholstery Worker	17.24
05280 - Motor Vehicle Wrecker	18.61
05310 - Painter, Automotive	19.95
05340 - Radiator Repair Specialist	18.61
05370 - Tire Repairer	14.64***
05400 - Transmission Repair Specialist	21.22
07000 - Food Preparation And Service Occupations	
07010 - Baker	16.53***
07041 - Cook I	11.08***
07042 - Cook II	13.05***
07070 - Dishwasher	10.00***
07130 - Food Service Worker	9.37***
07210 - Meat Cutter	15.03***
07260 - Waiter/Waitress	9.41***
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	23.64
09040 - Furniture Handler	13.37***
09080 - Furniture Refinisher	23.64
09090 - Furniture Refinisher Helper	16.93***
09110 - Furniture Repairer, Minor	20.44
09130 - Upholsterer	23.64
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.62***
11060 - Elevator Operator	11.44***
11090 - Gardener	17.04***
11122 - Housekeeping Aide	10.49***
11150 - Janitor	10.49***
11210 - Laborer, Grounds Maintenance	12.17***
11240 - Maid or Houseman	10.10***
11260 - Pruner	10.45***
11270 - Tractor Operator	15.40***
11330 - Trail Maintenance Worker	12.17***

11360 - Window Cleaner	12.21***
12000 - Health Occupations	
12010 - Ambulance Driver	17.85
12011 - Breath Alcohol Technician	19.82
12012 - Certified Occupational Therapist Assistant	31.11
12015 - Certified Physical Therapist Assistant	30.10
12020 - Dental Assistant	16.64***
12025 - Dental Hygienist	36.62
12030 - EKG Technician	30.04
12035 - Electroneurodiagnostic Technologist	30.04
12040 - Emergency Medical Technician	17.85
12071 - Licensed Practical Nurse I	17.73
12072 - Licensed Practical Nurse II	19.82
12073 - Licensed Practical Nurse III	22.10
12100 - Medical Assistant	13.96***
12130 - Medical Laboratory Technician	29.04
12160 - Medical Record Clerk	16.79***
12190 - Medical Record Technician	18.77
12195 - Medical Transcriptionist	17.73
12210 - Nuclear Medicine Technologist	43.57
12221 - Nursing Assistant I	11.21***
12222 - Nursing Assistant II	12.60***
12223 - Nursing Assistant III	13.75***
12224 - Nursing Assistant IV	15.44***
12235 - Optical Dispenser	17.15***
12236 - Optical Technician	17.73
12250 - Pharmacy Technician	16.74***
12280 - Phlebotomist	14.11***
12305 - Radiologic Technologist	25.10
12311 - Registered Nurse I	26.67
12312 - Registered Nurse II	32.61
12313 - Registered Nurse II, Specialist	32.61
12314 - Registered Nurse III	39.45
12315 - Registered Nurse III, Anesthetist	39.45
12316 - Registered Nurse IV	47.30
12317 - Scheduler (Drug and Alcohol Testing)	24.57
12320 - Substance Abuse Treatment Counselor	21.25
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	17.34
13012 - Exhibits Specialist II	21.49
13013 - Exhibits Specialist III	26.27
13041 - Illustrator I	17.34
13042 - Illustrator II	21.49
13043 - Illustrator III	26.27
13047 - Librarian	23.79
13050 - Library Aide/Clerk	13.80***
13054 - Library Information Technology Systems Administrator	21.49
13058 - Library Technician	16.12***
13061 - Media Specialist I	15.50***

13062 - Media Specialist II	17.34
13063 - Media Specialist III	19.33
13071 - Photographer I	15.50***
13072 - Photographer II	17.34
13073 - Photographer III	21.49
13074 - Photographer IV	26.27
13075 - Photographer V	31.79
13090 - Technical Order Library Clerk	17.34
13110 - Video Teleconference Technician	15.50***
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.83***
14042 - Computer Operator II	17.71
14043 - Computer Operator III	19.74
14044 - Computer Operator IV	21.93
14045 - Computer Operator V	24.29
14071 - Computer Programmer I	(see 1) 20.16
14072 - Computer Programmer II	(see 1) 26.93
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	15.83***
14160 - Personal Computer Support Technician	21.93
14170 - System Support Specialist	24.29
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.34
15020 - Aircrew Training Devices Instructor (Rated)	35.50
15030 - Air Crew Training Devices Instructor (Pilot)	39.05
15050 - Computer Based Training Specialist / Instructor	29.34
15060 - Educational Technologist	28.86
15070 - Flight Instructor (Pilot)	39.05
15080 - Graphic Artist	22.92
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	39.05
15086 - Maintenance Test Pilot, Rotary Wing	39.05
15088 - Non-Maintenance Test/Co-Pilot	39.05
15090 - Technical Instructor	18.74
15095 - Technical Instructor/Course Developer	22.92
15110 - Test Proctor	15.19***
15120 - Tutor	15.19***
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	10.77***
16030 - Counter Attendant	10.77***
16040 - Dry Cleaner	12.74***
16070 - Finisher, Flatwork, Machine	10.77***
16090 - Presser, Hand	10.77***
16110 - Presser, Machine, Drycleaning	10.77***
16130 - Presser, Machine, Shirts	10.77***
16160 - Presser, Machine, Wearing Apparel, Laundry	10.77***
16190 - Sewing Machine Operator	13.50***

16220 - Tailor	14.24***
16250 - Washer, Machine	11.38***
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	23.64
19040 - Tool And Die Maker	29.54
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.07
21030 - Material Coordinator	20.96
21040 - Material Expediter	20.96
21050 - Material Handling Laborer	14.49***
21071 - Order Filler	12.36***
21080 - Production Line Worker (Food Processing)	18.07
21110 - Shipping Packer	14.78***
21130 - Shipping/Receiving Clerk	14.78***
21140 - Store Worker I	12.71***
21150 - Stock Clerk	18.91
21210 - Tools And Parts Attendant	18.07
21410 - Warehouse Specialist	18.07
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	26.66
23019 - Aircraft Logs and Records Technician	20.44
23021 - Aircraft Mechanic I	25.20
23022 - Aircraft Mechanic II	26.66
23023 - Aircraft Mechanic III	28.12
23040 - Aircraft Mechanic Helper	16.93***
23050 - Aircraft, Painter	23.64
23060 - Aircraft Servicer	20.44
23070 - Aircraft Survival Flight Equipment Technician	23.64
23080 - Aircraft Worker	22.06
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	22.06
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	25.20
23110 - Appliance Mechanic	23.64
23120 - Bicycle Repairer	18.73
23125 - Cable Splicer	32.19
23130 - Carpenter, Maintenance	18.14
23140 - Carpet Layer	22.06
23160 - Electrician, Maintenance	26.37
23181 - Electronics Technician Maintenance I	23.64
23182 - Electronics Technician Maintenance II	25.66
23183 - Electronics Technician Maintenance III	27.97
23260 - Fabric Worker	20.44
23290 - Fire Alarm System Mechanic	25.20
23310 - Fire Extinguisher Repairer	18.73
23311 - Fuel Distribution System Mechanic	25.20
23312 - Fuel Distribution System Operator	18.73
23370 - General Maintenance Worker	15.75***
23380 - Ground Support Equipment Mechanic	25.20
23381 - Ground Support Equipment Servicer	20.44

23382 - Ground Support Equipment Worker	22.06
23391 - Gunsmith I	18.73
23392 - Gunsmith II	22.06
23393 - Gunsmith III	25.20
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.92
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	23.19
23430 - Heavy Equipment Mechanic	26.95
23440 - Heavy Equipment Operator	18.84
23460 - Instrument Mechanic	25.20
23465 - Laboratory/Shelter Mechanic	23.64
23470 - Laborer	14.49***
23510 - Locksmith	23.64
23530 - Machinery Maintenance Mechanic	26.77
23550 - Machinist, Maintenance	24.73
23580 - Maintenance Trades Helper	13.71***
23591 - Metrology Technician I	25.20
23592 - Metrology Technician II	26.66
23593 - Metrology Technician III	28.12
23640 - Millwright	28.05
23710 - Office Appliance Repairer	23.64
23760 - Painter, Maintenance	22.51
23790 - Pipefitter, Maintenance	25.38
23810 - Plumber, Maintenance	23.86
23820 - Pneudraulic Systems Mechanic	25.20
23850 - Rigger	25.20
23870 - Scale Mechanic	22.06
23890 - Sheet-Metal Worker, Maintenance	25.20
23910 - Small Engine Mechanic	22.06
23931 - Telecommunications Mechanic I	32.47
23932 - Telecommunications Mechanic II	34.35
23950 - Telephone Lineman	25.20
23960 - Welder, Combination, Maintenance	21.93
23965 - Well Driller	25.20
23970 - Woodcraft Worker	25.20
23980 - Woodworker	18.73
24000 - Personal Needs Occupations	
24550 - Case Manager	15.60***
24570 - Child Care Attendant	11.48***
24580 - Child Care Center Clerk	13.66***
24610 - Chore Aide	9.44***
24620 - Family Readiness And Support Services Coordinator	15.60***
24630 - Homemaker	15.60***
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	24.18
25040 - Sewage Plant Operator	17.63
25070 - Stationary Engineer	24.18
25190 - Ventilation Equipment Tender	16.28***

25210 - Water Treatment Plant Operator	17.63
27000 - Protective Service Occupations	
27004 - Alarm Monitor	14.78***
27007 - Baggage Inspector	12.82***
27008 - Corrections Officer	18.05
27010 - Court Security Officer	15.65***
27030 - Detection Dog Handler	14.34***
27040 - Detention Officer	18.05
27070 - Firefighter	14.63***
27101 - Guard I	12.82***
27102 - Guard II	14.34***
27131 - Police Officer I	16.29***
27132 - Police Officer II	18.10
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	10.29***
28042 - Carnival Equipment Repairer	11.33***
28043 - Carnival Worker	7.27***
28210 - Gate Attendant/Gate Tender	14.71***
28310 - Lifeguard	13.09***
28350 - Park Attendant (Aide)	16.45***
28510 - Recreation Aide/Health Facility Attendant	12.00***
28515 - Recreation Specialist	19.84
28630 - Sports Official	13.09***
28690 - Swimming Pool Operator	21.00
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.06
29020 - Hatch Tender	22.06
29030 - Line Handler	22.06
29041 - Stevedore I	20.44
29042 - Stevedore II	23.64
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	43.06
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	29.69
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	32.70
30021 - Archeological Technician I	17.19***
30022 - Archeological Technician II	19.23
30023 - Archeological Technician III	23.81
30030 - Cartographic Technician	23.81
30040 - Civil Engineering Technician	23.16
30051 - Cryogenic Technician I	23.47
30052 - Cryogenic Technician II	25.92
30061 - Drafter/CAD Operator I	17.19***
30062 - Drafter/CAD Operator II	19.23
30063 - Drafter/CAD Operator III	21.43
30064 - Drafter/CAD Operator IV	26.38
30081 - Engineering Technician I	14.78***
30082 - Engineering Technician II	16.76***
30083 - Engineering Technician III	18.74
30084 - Engineering Technician IV	23.22
30085 - Engineering Technician V	28.41



30086 - Engineering Technician VI	34.57
30090 - Environmental Technician	23.22
30095 - Evidence Control Specialist	21.19
30210 - Laboratory Technician	21.43
30221 - Latent Fingerprint Technician I	23.47
30222 - Latent Fingerprint Technician II	25.92
30240 - Mathematical Technician	23.22
30361 - Paralegal/Legal Assistant I	18.12
30362 - Paralegal/Legal Assistant II	22.45
30363 - Paralegal/Legal Assistant III	27.47
30364 - Paralegal/Legal Assistant IV	33.22
30375 - Petroleum Supply Specialist	25.92
30390 - Photo-Optics Technician	23.02
30395 - Radiation Control Technician	25.92
30461 - Technical Writer I	23.22
30462 - Technical Writer II	28.41
30463 - Technical Writer III	34.38
30491 - Unexploded Ordnance (UXO) Technician I	27.37
30492 - Unexploded Ordnance (UXO) Technician II	33.11
30493 - Unexploded Ordnance (UXO) Technician III	39.69
30494 - Unexploded (UXO) Safety Escort	27.37
30495 - Unexploded (UXO) Sweep Personnel	27.37
30501 - Weather Forecaster I	23.47
30502 - Weather Forecaster II	28.54
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 21.43
30621 - Weather Observer, Senior	(see 2) 23.22
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	33.11
31020 - Bus Aide	11.66***
31030 - Bus Driver	17.82
31043 - Driver Courier	13.59***
31260 - Parking and Lot Attendant	10.03***
31290 - Shuttle Bus Driver	13.87***
31310 - Taxi Driver	12.68***
31361 - Truckdriver, Light	14.23***
31362 - Truckdriver, Medium	15.53***
31363 - Truckdriver, Heavy	20.80
31364 - Truckdriver, Tractor-Trailer	20.80
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	16.14***
99030 - Cashier	9.59***
99050 - Desk Clerk	10.43***
99095 - Embalmer	27.37
99130 - Flight Follower	27.37
99251 - Laboratory Animal Caretaker I	12.24***
99252 - Laboratory Animal Caretaker II	13.54***
99260 - Marketing Analyst	26.00
99310 - Mortician	27.37
99410 - Pest Controller	24.57

99510 - Photofinishing Worker	14.38***
99710 - Recycling Laborer	16.69***
99711 - Recycling Specialist	21.13
99730 - Refuse Collector	14.35***
99810 - Sales Clerk	11.67***
99820 - School Crossing Guard	14.30***
99830 - Survey Party Chief	19.88
99831 - Surveying Aide	12.26***
99832 - Surveying Technician	18.06
99840 - Vending Machine Attendant	21.10
99841 - Vending Machine Repairer	27.50
99842 - Vending Machine Repairer Helper	21.10

\*\*\*Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.20 per hour) or 13658 (\$12.90 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. The minimum wage requirements of Executive Order 14026 also are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

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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; 3 weeks after 10 years, and 4 after 20 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))."