

Attachment J-5b

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REGISTER OF WAGE DETERMINATIONS UNDER		U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT		EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor		WAGE AND HOUR DIVISION
		WASHINGTON D.C. 20210

Daniel W. Simms	Division of	Wage Determination No.:	2015-2332
Director	Wage Determinations	Revision No.:	2
		Date Of Revision:	07/05/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.15 for calendar year 2016 applies to all contracts subject to the Service Contract Act for which the solicitation was issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.15 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 calendar year 2016. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: Nevada

Area: Nevada Counties of Esmeralda, Lincoln, Nye

Fringe Benefits Required Follow the Occupational Listing		
OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.49
01012 - Accounting Clerk II		16.26
01013 - Accounting Clerk III		18.19
01020 - Administrative Assistant		21.20
01035 - Court Reporter		19.97
01051 - Data Entry Operator I		12.72
01052 - Data Entry Operator II		15.23
01060 - Dispatcher, Motor Vehicle		15.24
01070 - Document Preparation Clerk		12.73
01090 - Duplicating Machine Operator		12.73
01111 - General Clerk I		12.93
01112 - General Clerk II		14.11
01113 - General Clerk III		15.83
01120 - Housing Referral Assistant		20.62
01141 - Messenger Courier		11.48
01191 - Order Clerk I		12.53
01192 - Order Clerk II		13.86
01261 - Personnel Assistant (Employment) I		16.36
01262 - Personnel Assistant (Employment) II		18.30
01263 - Personnel Assistant (Employment) III		20.41
01270 - Production Control Clerk		19.21
01290 - Rental Clerk		12.93
01300 - Scheduler, Maintenance		16.53
01311 - Secretary I		16.53
01312 - Secretary II		18.49
01313 - Secretary III		20.62
01320 - Service Order Dispatcher		14.55
01410 - Supply Technician		21.70
01420 - Survey Worker		15.69

01460 - Switchboard Operator/Receptionist	12.42
01531 - Travel Clerk I	13.26
01532 - Travel Clerk II	14.08
01533 - Travel Clerk III	15.10
01611 - Word Processor I	14.01
01612 - Word Processor II	15.72
01613 - Word Processor III	17.59
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	23.16
05010 - Automotive Electrician	19.42
05040 - Automotive Glass Installer	18.81
05070 - Automotive Worker	18.81
05110 - Mobile Equipment Servicer	17.19
05130 - Motor Equipment Metal Mechanic	20.23
05160 - Motor Equipment Metal Worker	18.81
05190 - Motor Vehicle Mechanic	19.73
05220 - Motor Vehicle Mechanic Helper	16.39
05250 - Motor Vehicle Upholstery Worker	18.01
05280 - Motor Vehicle Wrecker	18.81
05310 - Painter, Automotive	19.42
05340 - Radiator Repair Specialist	18.81
05370 - Tire Repairer	15.78
05400 - Transmission Repair Specialist	20.23
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.83
07041 - Cook I	13.62
07042 - Cook II	15.12
07070 - Dishwasher	10.94
07130 - Food Service Worker	11.99
07210 - Meat Cutter	16.52
07260 - Waiter/Waitress	10.74
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.45
09040 - Furniture Handler	15.34
09080 - Furniture Refinisher	17.07
09090 - Furniture Refinisher Helper	16.15
09110 - Furniture Repairer, Minor	17.74
09130 - Upholsterer	20.46
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.24
11060 - Elevator Operator	10.24
11090 - Gardener	14.77
11122 - Housekeeping Aide	12.62
11150 - Janitor	12.59
11210 - Laborer, Grounds Maintenance	12.59
11240 - Maid or Houseman	12.68
11260 - Pruner	11.69
11270 - Tractor Operator	13.67
11330 - Trail Maintenance Worker	12.59
11360 - Window Cleaner	13.56
12000 - Health Occupations	
12010 - Ambulance Driver	19.15
12011 - Breath Alcohol Technician	19.15
12012 - Certified Occupational Therapist Assistant	24.02
12015 - Certified Physical Therapist Assistant	25.40
12020 - Dental Assistant	16.51
12025 - Dental Hygienist	34.83
12030 - EKG Technician	23.40
12035 - Electroneurodiagnostic Technologist	23.40
12040 - Emergency Medical Technician	19.15
12071 - Licensed Practical Nurse I	17.99

12072 - Licensed Practical Nurse II	20.13
12073 - Licensed Practical Nurse III	22.45
12100 - Medical Assistant	15.59
12130 - Medical Laboratory Technician	16.47
12160 - Medical Record Clerk	15.87
12190 - Medical Record Technician	17.75
12195 - Medical Transcriptionist	17.03
12210 - Nuclear Medicine Technologist	38.94
12221 - Nursing Assistant I	10.77
12222 - Nursing Assistant II	12.11
12223 - Nursing Assistant III	13.21
12224 - Nursing Assistant IV	14.83
12235 - Optical Dispenser	22.54
12236 - Optical Technician	12.88
12250 - Pharmacy Technician	16.46
12280 - Phlebotomist	15.93
12305 - Radiologic Technologist	31.88
12311 - Registered Nurse I	28.00
12312 - Registered Nurse II	34.26
12313 - Registered Nurse II, Specialist	34.26
12314 - Registered Nurse III	41.45
12315 - Registered Nurse III, Anesthetist	41.45
12316 - Registered Nurse IV	49.67
12317 - Scheduler (Drug and Alcohol Testing)	24.95
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	22.20
13012 - Exhibits Specialist II	27.51
13013 - Exhibits Specialist III	29.18
13041 - Illustrator I	20.20
13042 - Illustrator II	25.05
13043 - Illustrator III	27.64
13047 - Librarian	30.46
13050 - Library Aide/Clerk	15.52
13054 - Library Information Technology Systems Administrator	27.51
13058 - Library Technician	18.72
13061 - Media Specialist I	19.85
13062 - Media Specialist II	22.20
13063 - Media Specialist III	24.76
13071 - Photographer I	15.64
13072 - Photographer II	17.49
13073 - Photographer III	21.68
13074 - Photographer IV	26.51
13075 - Photographer V	32.08
13110 - Video Teleconference Technician	25.69
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.25
14042 - Computer Operator II	19.48
14043 - Computer Operator III	21.51
14044 - Computer Operator IV	23.91
14045 - Computer Operator V	26.47
14071 - Computer Programmer I	(see 1) 24.59
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	17.25
14160 - Personal Computer Support Technician	23.91
15000 - Instructional Occupations	

15010	- Aircrew Training Devices Instructor (Non-Rated)	29.50
15020	- Aircrew Training Devices Instructor (Rated)	35.69
15030	- Air Crew Training Devices Instructor (Pilot)	41.62
15050	- Computer Based Training Specialist / Instructor	29.50
15060	- Educational Technologist	28.49
15070	- Flight Instructor (Pilot)	41.62
15080	- Graphic Artist	23.97
15090	- Technical Instructor	19.87
15095	- Technical Instructor/Course Developer	24.31
15110	- Test Proctor	16.04
15120	- Tutor	16.04
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	11.45
16030	- Counter Attendant	11.45
16040	- Dry Cleaner	14.81
16070	- Finisher, Flatwork, Machine	11.45
16090	- Presser, Hand	11.45
16110	- Presser, Machine, Drycleaning	11.45
16130	- Presser, Machine, Shirts	11.45
16160	- Presser, Machine, Wearing Apparel, Laundry	11.45
16190	- Sewing Machine Operator	15.93
16220	- Tailor	17.05
16250	- Washer, Machine	12.56
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	21.34
19040	- Tool And Die Maker	24.66
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	15.30
21030	- Material Coordinator	19.21
21040	- Material Expediter	19.21
21050	- Material Handling Laborer	12.80
21071	- Order Filler	13.11
21080	- Production Line Worker (Food Processing)	15.30
21110	- Shipping Packer	15.06
21130	- Shipping/Receiving Clerk	15.06
21140	- Store Worker I	15.61
21150	- Stock Clerk	19.49
21210	- Tools And Parts Attendant	15.30
21410	- Warehouse Specialist	15.30
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	28.33
23021	- Aircraft Mechanic I	27.07
23022	- Aircraft Mechanic II	28.33
23023	- Aircraft Mechanic III	29.37
23040	- Aircraft Mechanic Helper	21.93
23050	- Aircraft, Painter	26.48
23060	- Aircraft Servicer	24.10
23080	- Aircraft Worker	25.17
23110	- Appliance Mechanic	24.30
23120	- Bicycle Repairer	15.78
23125	- Cable Splicer	29.84
23130	- Carpenter, Maintenance	23.90
23140	- Carpet Layer	21.37
23160	- Electrician, Maintenance	27.33
23181	- Electronics Technician Maintenance I	22.03
23182	- Electronics Technician Maintenance II	28.30
23183	- Electronics Technician Maintenance III	29.71
23260	- Fabric Worker	21.14
23290	- Fire Alarm System Mechanic	22.50
23310	- Fire Extinguisher Repairer	20.03
23311	- Fuel Distribution System Mechanic	23.31

23312 - Fuel Distribution System Operator	19.76
23370 - General Maintenance Worker	20.17
23380 - Ground Support Equipment Mechanic	27.07
23381 - Ground Support Equipment Servicer	24.10
23382 - Ground Support Equipment Worker	25.17
23391 - Gunsmith I	20.03
23392 - Gunsmith II	22.24
23393 - Gunsmith III	24.75
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.30
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	22.29
23430 - Heavy Equipment Mechanic	24.09
23440 - Heavy Equipment Operator	26.66
23460 - Instrument Mechanic	25.29
23465 - Laboratory/Shelter Mechanic	23.44
23470 - Laborer	12.80
23510 - Locksmith	19.47
23530 - Machinery Maintenance Mechanic	29.74
23550 - Machinist, Maintenance	20.67
23580 - Maintenance Trades Helper	20.86
23591 - Metrology Technician I	25.29
23592 - Metrology Technician II	26.47
23593 - Metrology Technician III	27.44
23640 - Millwright	23.20
23710 - Office Appliance Repairer	20.43
23760 - Painter, Maintenance	22.10
23790 - Pipefitter, Maintenance	26.83
23810 - Plumber, Maintenance	26.03
23820 - Pneudraulic Systems Mechanic	24.75
23850 - Rigger	28.15
23870 - Scale Mechanic	22.24
23890 - Sheet-Metal Worker, Maintenance	28.32
23910 - Small Engine Mechanic	17.87
23931 - Telecommunications Mechanic I	22.23
23932 - Telecommunications Mechanic II	25.08
23950 - Telephone Lineman	22.85
23960 - Welder, Combination, Maintenance	20.67
23965 - Well Driller	25.40
23970 - Woodcraft Worker	24.75
23980 - Woodworker	16.81
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	12.74
24580 - Child Care Center Clerk	17.75
24610 - Chore Aide	11.04
24620 - Family Readiness And Support Services Coordinator	14.97
24630 - Homemaker	19.78
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	28.14
25040 - Sewage Plant Operator	30.12
25070 - Stationary Engineer	28.14
25190 - Ventilation Equipment Tender	22.77
25210 - Water Treatment Plant Operator	30.12
27000 - Protective Service Occupations	
27004 - Alarm Monitor	22.53
27007 - Baggage Inspector	12.46
27008 - Corrections Officer	28.25
27010 - Court Security Officer	28.63
27030 - Detection Dog Handler	20.45
27040 - Detention Officer	28.25

27070 - Firefighter	26.62
27101 - Guard I	12.46
27102 - Guard II	20.45
27131 - Police Officer I	28.20
27132 - Police Officer II	31.34
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.87
28042 - Carnival Equipment Repairer	12.49
28043 - Carnival Worker	10.24
28210 - Gate Attendant/Gate Tender	15.40
28310 - Lifeguard	11.52
28350 - Park Attendant (Aide)	17.23
28510 - Recreation Aide/Health Facility Attendant	12.57
28515 - Recreation Specialist	16.48
28630 - Sports Official	13.72
28690 - Swimming Pool Operator	20.30
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	29.18
29020 - Hatch Tender	29.18
29030 - Line Handler	29.21
29041 - Stevedore I	28.02
29042 - Stevedore II	33.40
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	35.77
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	24.66
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	27.16
30021 - Archeological Technician I	18.05
30022 - Archeological Technician II	20.17
30023 - Archeological Technician III	26.16
30030 - Cartographic Technician	28.17
30040 - Civil Engineering Technician	25.49
30061 - Drafter/CAD Operator I	20.33
30062 - Drafter/CAD Operator II	22.74
30063 - Drafter/CAD Operator III	25.36
30064 - Drafter/CAD Operator IV	30.87
30081 - Engineering Technician I	16.94
30082 - Engineering Technician II	19.03
30083 - Engineering Technician III	23.33
30084 - Engineering Technician IV	26.37
30085 - Engineering Technician V	32.26
30086 - Engineering Technician VI	39.04
30090 - Environmental Technician	24.02
30210 - Laboratory Technician	23.26
30240 - Mathematical Technician	28.17
30361 - Paralegal/Legal Assistant I	18.47
30362 - Paralegal/Legal Assistant II	22.89
30363 - Paralegal/Legal Assistant III	28.00
30364 - Paralegal/Legal Assistant IV	33.87
30390 - Photo-Optics Technician	28.17
30461 - Technical Writer I	22.46
30462 - Technical Writer II	27.49
30463 - Technical Writer III	32.96
30491 - Unexploded Ordnance (UXO) Technician I	22.74
30492 - Unexploded Ordnance (UXO) Technician II	27.51
30493 - Unexploded Ordnance (UXO) Technician III	32.97
30494 - Unexploded (UXO) Safety Escort	22.74
30495 - Unexploded (UXO) Sweep Personnel	22.74
30620 - Weather Observer, Combined Upper Air Or Surface Programs (see 2)	25.36
30621 - Weather Observer, Senior (see 2)	27.49
31000 - Transportation/Mobile Equipment Operation Occupations	

31020 - Bus Aide	13.60
31030 - Bus Driver	17.32
31043 - Driver Courier	15.16
31260 - Parking and Lot Attendant	11.11
31290 - Shuttle Bus Driver	16.04
31310 - Taxi Driver	13.55
31361 - Truckdriver, Light	16.04
31362 - Truckdriver, Medium	16.92
31363 - Truckdriver, Heavy	20.72
31364 - Truckdriver, Tractor-Trailer	20.72
99000 - Miscellaneous Occupations	
99030 - Cashier	10.29
99050 - Desk Clerk	13.86
99095 - Embalmer	30.13
99251 - Laboratory Animal Caretaker I	11.36
99252 - Laboratory Animal Caretaker II	12.50
99310 - Mortician	30.13
99410 - Pest Controller	16.64
99510 - Photofinishing Worker	16.36
99710 - Recycling Laborer	18.30
99711 - Recycling Specialist	20.76
99730 - Refuse Collector	16.90
99810 - Sales Clerk	12.06
99820 - School Crossing Guard	13.75
99830 - Survey Party Chief	31.79
99831 - Surveying Aide	18.08
99832 - Surveying Technician	24.80
99840 - Vending Machine Attendant	14.51
99841 - Vending Machine Repairer	19.29
99842 - Vending Machine Repairer Helper	16.68

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$4.27 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive,

administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

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

** HAZARDOUS PAY DIFFERENTIAL **

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

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

are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

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

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

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

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

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined (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 retroactive to the commencement date of the contract (See 29 CFR 4.6(b)(2)(iv)(C)(vi)). 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 Wage and Hour Division, U.S. Department of Labor, 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 decision to the contractor.

6) The contractor informs the affected employees.

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" (the Directory) 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.