

Water/Sewer & Community Facilities and Services

IOWA
economic development

General Administration

CDBG Management Guide -- Appendix 1

CDBG Contract

Required Policies – adopt new policies if older than 5 years

Environmental Review

Submitting Claims – every 6 months

Contract Conditions

Construction Procurement

Labor Compliance

Project Monitoring

Closeout

Grant Process:		
Steps	Management Guide Reference	IowaGrants Reference
Receive award letter and contract		Found in electronic documents
Sign and return contract		
Verify that financial management standards meet CDBG guidelines	Chapter 5	
Review the recordkeeping checklist and set up filing system	Chapter 1, Appendix 1	
Sign contracts for administrator/engineer/architecture ensuring they have required federal contract language	Chapter 2, Appendix 2	Keep in file
Complete contractor clearance for administrator/engineer/architecture/technical services	Chapter 2, Appendix 2	Create form and submit in Compliance Forms
Sign subrecipient agreements (as applicable)	Chapter 1, Appendix 1 pg. 6	Upload in Contract Condition Clearance Documents component
Start the environmental/historic review process	Chapter 3 & 4, Appendices 3 & 4 IEDA website: Environmental Compliance Section	
Adopt a Code of Conduct	Chapter 2, Appendix 2	Upload in electronic documents component
Adopt Prohibition on the use of Excessive Force Resolution	Chapter 1, Appendix 1	Upload in Required Uploads component
Adopt a Procurement Policy	Chapter 2, Appendix 2	Upload in electronic documents component
Review Civil Rights-Equal Opportunity laws	Chapter 1, Appendix 2	
Adopt an Equal Employment Opportunity Policy	Chapter 1, Appendix 1	Upload in electronic documents component
Adopt Residential Anti-displacement and Relocation Assistance Plan (RARA)	Chapter 1, Appendix 1	Upload in Required Uploads component
Review and Implement mandatory and optional actions to Affirmatively further fair housing	Chapter 1, Appendix 2	Keep in file
Adopt a Fair Housing Policy	Chapter 1, Appendix 2	Upload in electronic documents component
Create Administration Plan (DTR)	Chapter 7, Appendix 7	Upload in contract condition clearance document component

Obtain A Wage Determination

- » **Submit request in IowaGrants**
- » **Contact IEDA for modifications to wage determination**
 - **at least 10 days prior to bid opening**
 - **Do not submit a request for 10-day check in IowaGrants system**
- » **Wage determination must be included in all bid documents**
- » **Bid notice should include reference to federal prevailing wage requirements**

Wage Rates

 Edit Form

To obtain a wage determination for your project, please visit the Department of Labor's (DOL) Wage Determinations Online.gov web site at <http://www.wdol.gov/dba.aspx>. Using the dropdown lists, select State, County, and Construction Type. After selecting the construction type, the "WD Number" will automatically populate. Click search and the current wage determination number will appear.

Construction Type definitions: *(Final determination of construction type will be made by IEDA)*

- **RESIDENTIAL:** Includes the construction, rehabilitation and repair of single family houses, townhouses, and apartment buildings of no more than four (4) stories in height.
- **HIGHWAY:** Includes the construction, alteration, and repair of roads, streets, highways, runways, parking areas and most other paving work not incidental to building or nearby construction.
- **TREATMENT:** Construction of, or improvements to, water and sewage treatment facilities.
- **HEAVY:** A "catch-all" category which includes those projects which cannot be classified as Building, Residential, Highway or Treatment. Heavy construction is often further distinguished on the basis of the characteristics of particular projects such as dredging, water and sewer lines, dams, major bridges and flood control projects.
- **BUILDING:** Includes the construction, rehabilitation and repair of sheltered enclosures with walk-in access for the purpose of housing persons, machinery, equipment, or supplies.

Once you have obtained the wage determination from the DOL website, complete this form. Once you have entered the data, click Add to upload the wage determination you received from the DOL web site. Once you have uploaded the document, please e-mail Dan Narber, letting him know the file has been added. You will receive notification upon IEDA review and concurrence of the correct wage determination. You may then provide the wage determination to the project engineer or architect. Based on the "Bid Date" provided, the notification will include a date for the "10-day verification" check to ensure that the wage determination has not been modified. **Please be aware that if the "bid date" changes the "10-day verification" date will also be affected.**

Date Requested: ←

10-day Check for Modification: ←

Bid Opening Date must be less than or equal to this date. If not, you must re-check to insure the current wage determination is used.

Date Wage Rate Rechecked: ←

If the bid opening date is 10-days or greater than the 10-day Check for Modification, you must notify IEDA of the date wage determination was re-checked.

County where work to be performed: ←

Construction Value: ←

Work Type: ←

For Community Facility stormwater projects, the Iowa Department of Agriculture and Land Stewardship (IDALS) must certify that the final stormwater management designs meet the requirements of the Iowa Green Streets Criteria and the Iowa Stormwater Management Manual prior to the project going out for bids. In the **Wage Rate Supporting Documents** section below, please upload a copy of a letter of certification from IDALS or a copy of the IDALS signed milestone checklist.

Estimated Dates: ←

Est. Advertising Date Est. Opening Bid Date Est. Contract Award Date Est. Const. Start Date

Please provide the complete number of the appropriate wage determination, including the modification number, in the following format: IA160097 Mod 0

Decision 1: ←

Does this wage determination request involve constructing new or making improvements to a treatment component of a water/waste water system, including lagoon work or a mechanical treatment plant? : ←

Modification Date:

This field is only used when the Wage Rate modifies. If the rate has modified more than 10-days before the Est. Bid Opening Date, you MUST submit a new Wage Rate form.

Construction Status:

% Engineering Completed:

% Construction Complete:

Act. Construction Start Date:



☰ **Notes:** - Multi-List

Date	Notes
08/23/2021	10-day check was made. Wage determination IA210028 Mod 0 is still current.

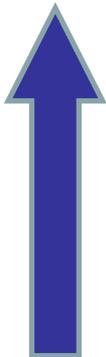
Last Edited By: Dan Narber - Aug 23, 2021 12:00 AM

☰ **Wage Rate Supporting Documents** - Multi-List

If this is a Community Facilities project involving a storm water component, you MUST upload the milestone checklist signed by IDALS in addition to the Department of Labor's (DOL) Wage Determination.

Document Name/Description	File
IA20210028 Mod 0	1626366073296_IA20210028 Mod 0 01-01-2021.pdf

Last Edited By: Dan Narber - Aug 23, 2021 12:00 AM





"General Decision Number: IA20210028 01/01/2021

Superseded General Decision Number: IA20200028

State: Iowa



Construction Types: Heavy and Highway



Counties: Adair, Adams, Allamakee, Appanoose, Audubon, Benton, Black Hawk, Boone, Bremer, Buchanan, Buena Vista, Butler, Calhoun, Carroll, Cass, Cedar, Cerro Gordo, Cherokee, Chickasaw, Clarke, Clay, Clayton, Clinton, Crawford, Dallas, Davis, Decatur, Delaware, Des Moines, Dickinson, Dubuque, Emmet, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Ida, Iowa, Jackson, Jasper, Jefferson, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Monona, Monroe, Montgomery, Muscatine, O'Brien, Osceola, Page, Palo Alto, Plymouth, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Sac, Shelby, Sioux, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Woodbury, Worth and Wright Counties in Iowa.

EXCLUDES SCOTT COUNTY

HEAVY AND HIGHWAY CONSTRUCTION PROJECTS



Modification Number Publication Date
 0 01/01/2021

SUIA2020-001 10/18/2017

	Rates	Fringes
Carpenter & Piledrivermen		
ZONE 1.....	\$ 28.52	14.08
ZONE 2.....	\$ 26.73	14.08
ZONE 3.....	\$ 26.73	14.08
ZONE 4.....	\$ 26.25	11.50
ZONE 5**.....	\$ 25.15	9.90
CONCRETE FINISHER		
ZONE 1.....	\$ 28.10	7.40
ZONE 2.....	\$ 28.10	7.40
ZONE 3.....	\$ 28.10	7.40
ZONE 4.....	\$ 25.45	6.40
ZONE 5.....	\$ 24.40	6.40
ELECTRICIAN (STREET AND HIGHWAY LIGHTING AND TRAFFIC SIGNALS)		
ZONE 1, 2, AND 3.....	\$ 25.05	6.80
ZONE 4.....	\$ 23.75	6.80
ZONE 5.....	\$ 21.60	6.80

Carpenter & Piledrivermen

ZONE 1.....	\$ 28.52	14.08
ZONE 2.....	\$ 26.73	14.08
ZONE 3.....	\$ 26.73	14.08
ZONE 4.....	\$ 26.25	11.50
ZONE 5**.....	\$ 25.15	9.90



CONCRETE FINISHER

ZONE 1.....	\$ 28.10	7.40
ZONE 2.....	\$ 28.10	7.40
ZONE 3.....	\$ 28.10	7.40
ZONE 4.....	\$ 25.45	6.40
ZONE 5.....	\$ 24.40	6.40

ELECTRICIAN (STREET AND
HIGHWAY LIGHTING AND TRAFFIC
SIGNALS)

ZONE 1, 2, AND 3.....	\$ 25.05	6.80
ZONE 4.....	\$ 23.75	6.80
ZONE 5.....	\$ 21.60	6.80

IRONWORKER (SETTING OF
STRUCTURAL STEEL)

ZONE 1.....	\$ 31.50	10.90
ZONE 2.....	\$ 29.41	10.90
ZONE 3.....	\$ 29.41	11.20
ZONE 4.....	\$ 27.35	9.90
ZONE 5**.....	\$ 25.50	9.45





ZONE DEFINITIONS

ZONE 1 The Counties of Polk, Warren, and Dallas for all Crafts, and Linn County Carpenters only.

ZONE 2 The Counties of Dubuque for all Crafts and Linn County for all Crafts except Carpenters.

ZONE 3 The Cities of Burlington, Clinton, Fort Madison, Keokuk, and Muscatine (and abutting municipalities of any such cities).

ZONE 4 Story, Black Hawk, Cedar, Jasper, Jones, Jackson, Louisa, Madison, and Marion Counties; Clinton County (except the City of Clinton), Johnson County, Muscatine County (except the City of Muscatine), the City of Council Bluffs, Lee County and Des Moines County.

ZONE 5 All areas of the state not listed above.

LABORER CLASSIFICATIONS - ALL ZONES

GROUP AA - {Skilled pipelayer (sewer, water and conduits) and tunnel laborers; asbestos abatement worker} (Zones 1, 2 and 3).



GROUP A - Carpenter tender on bridges and box culverts; curb machine (without a seat); deck hand; diamond & core drills; drill operator on air tracs, wagon drills and similar drills; form setter/stringman on paving work; gunnite nozzleman; joint sealer kettleman; laser operator; powderman tender; powderman/blaster; saw operator; {pipelayer (sewer, water, and conduits); sign erector*}; tunnel laborer; asbestos abatement worker (Zones 4 and 5)}, sign erector.

GROUP B - Air, gas, electric tool operator; barco hammer; carpenter tender; caulker; chain sawman; compressor (under 400 cfm); concrete finisher tender; concrete processing materials and monitors; cutting torch on demolition; drill tender; dumpmen; electric drills; fence erectors; form line expansion joint assembler; form tamper; general laborer; grade checker; handling and placing metal mesh, dowel bars, reinforcing bars and chairs; hot asphalt laborer; installing temporary traffic control devices; jackhammerman; mechanical grouter; painter (all except stripers); paving breaker; planting trees, shrubs and flowers; power broom (not self-propelled); power buggyman; rakers; rodman (tying reinforcing steel); sandblaster; seeding and mulching; sewer utility topman/bottom man;

Additional Classifications

- » **Classification not found on wage determination**
- » **Submit request through IowaGrants with contractor's proposed rate of pay**
- » **Department of Labor makes final decision**
- » **All Agency Memorandum (AAA No. 213)**
- » **Proposed rates must bear a "Reasonable Relationship"**



Save Form

INTERNAL USE ONLY

Check All that Apply

The work to be performed by the additional classification(s) is not performed by a classification in the applicable wage decision.:

The proposed classification is utilized in the area by the construction industry.:

The proposed wage rate(s), including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage decision.:

The interested parties, including the employees or their authorized representatives, agree on the classification(s) and wage rate(s).:

Supporting documentation attached, including applicable wage decision.:

Check One

Approved, meets all criteria. DOL confirmation requested.:

One or more classifications fail to meet all criteria as explained in agency referral. DOL decision requested.:

Date Sent to DOL:

12/08/2017

•
Brief description of Project: Describe the construction involved, e.g., new construction or rehabilitation.

Approved Wage Decision Number: Enter the Davis-Bacon wage decision number applicable to the construction work EXACTLY as entered on the approved Contract Clearance form in IowaGrants.

Wage Decision Effective Date: Enter the effective date of the wage decision for the project. (See DOL regulations at 29 CFR 1.6.)

Character of Construction: Enter the character of construction as defined by DOL for Davis-Bacon prevailing wage rate purposes.

Additional Work Classification: Add as many work classifications and corresponding hourly basic wage rates and fringe benefit rates (if any) as requested.

Subcontractor/Employer: If the requesting employer is not the prime contractor, enter the name and address of the subcontractor/employer making the request.

Brief description of project
(200 characters max.):

Painting of various areas and components of the water treatment plant project.

•
Approved Wage Decision Number:

IA230003 Mod 0

The wage decision number MUST exactly match the decision number on the approved Contractor Clearance form.

•
Wage Decision Effective Date:

01/06/2023

•
Character of Construction

Check all that apply.

Building:

•
Heavy:

•
Highway:

•
Residential:

•
Other (specify): Treatment

•
Contractor Information

Contractor Information

Primary Contractor:

Tricon Construction Group

Business Name

746 58th Ave. Court SW

Address

Cedar Rapids

Iowa

52404

City

State

Zip Code

**Subcontractor/Employer
(if applicable):**

Terry & Sons Painting, Inc.

Business Name

3119 Lucas St.

Address

Muscatine

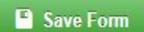
Iowa

52761

City

State

Zip Code

 Save Form

Additional Work Classification(s)

Delete Row

Save Row

Add as many new work classifications as necessary

Work classification*:

Painter (Test)

Basic Wage Requested:

\$22.36

**Fringe Benefit(s) (if any)
Requested:**

\$7.88

Internal Use Only

Below are the Wage Rate and Fringe Benefits as approved by DOL.

Basic Wage Approved from DOL:

\$0.00

**Fringe Benefit(s) (if any)
Approved from DOL:**

\$0.00

Save Row

Examine Weekly Payrolls

- » **Proper classification, including group letter (when applicable)**
- » **Proper wage for work performed**
- » **Check calculations**
- » **Verify method of payment for fringe benefits**
- » **All forms must be certified (signed)**
- » **Original signed payroll reports are required (no copies)**

PAYROLL

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

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



Rev. Dec. 2008

OMB No.: 1235-0008
Expires: 07/31/2024

NAME OF CONTRACTOR <input type="checkbox"/> OR SUBCONTRACTOR <input type="checkbox"/>	ADDRESS	OMB No.: 1235-0008 Expires: 07/31/2024
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PAYROLL NO.	FOR WEEK ENDING	PROJECT AND LOCATION	PROJECT OR CONTRACT NO.
-------------	-----------------	----------------------	-------------------------

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) NO. OF WITHHOLDING EXEMPTIONS	(3) WORK CLASSIFICATION	OT OR ST.	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS					(9) NET WAGES PAID FOR WEEK
				HOURS WORKED EACH DAY										FICA	WITH- HOLDING TAX	OTHER	TOTAL DEDUCTIONS		
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While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(i) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W. Washington, D.C. 20210

Date

I, _____
(Name of Signatory Party)

_____ (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

_____ on the
(Contractor or Subcontractor)

_____ ; that during the payroll period commencing on the
(Building or Work)

_____ day of _____, _____, and ending the _____ day of _____, _____

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

_____ from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

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

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

(4) That:

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

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

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

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

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

NAME AND TITLE	SIGNATURE
_____	_____

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE.

Employer Complaints

Save Row

Employer*:

Project Number:

Referred to HUD Labor Relations
for investigation?:

Referred to HUD Labor Relations
for 5.11 hearing?:

Referred to the Department of
Labor(DOL) for investigation?:

Referred to Department of Labor
(DOL) for 5.11 hearing?:

Number of workers for whom
wage restitution was
collected/disbursed:

Report only once: If you previously reported workers for whom restitution was collected, do not report the same workers when funds are disbursed. Include workers to whom restitution was paid directly by the employer.

Total amount of straight time
wage restitution
collected/disbursed during this
period:

Report only once: If you report funds collected, do not report the disbursement. Include restitution amounts paid directly by the employer as reported on correction certified payrolls.

Total amount of CWHHSA
overtime wage restitution
collected/disbursed during this
period:

Report only once: If you report funds collected, do not report the disbursement. Include restitution amounts paid directly by the employer as reported on correction certified payrolls.

Total amount of liquidated
damages collected:

Save Row

 Supporting Documents

 Save Row

File Description*:

File:

 Save Row

On-site Interviews

- » **Form HUD-11**
- » **Ensure proper classification**
- » **Observe duties on-site – must match classification**
- » **Verify the stated wage conforms to weekly payroll form**



Record of Employee Interview

U. S. Department of Housing
and Urban Development
Office of Labor Relations

OMB Approval No. 2501-0009
(exp. 09/30/2017)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The information is collected to ensure compliance with the Federal labor standards by recording interviews with construction workers. The information collected will assist HUD in the conduct of compliance monitoring; the information will be used to test the veracity of certified payroll reports submitted by the employer. ~~Sensitive Information~~ The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity that could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained. The information collected herein is voluntary, and any information provided shall be kept confidential.

1a. Project Name _____			2a. Employee Name _____		
1b. Project Number _____			2b. Employee Phone Number (including area code) _____		
1c. Contractor or Subcontractor (Employer) _____			2c. Employee Home Address & Zip Code _____		
			2d. Verification of Identification? Yes <input type="checkbox"/> No <input type="checkbox"/>		
3a. How long on this job? _____	3b. Last date on this job before today? _____	3c. No. of hours last day on this job? _____	4a. Hourly rate of pay? _____	4b. Fringe Benefits?	
			Vacation Yes <input type="checkbox"/> No <input type="checkbox"/>		4c. Pay stub? Yes <input type="checkbox"/> No <input type="checkbox"/>
			Medical Yes <input type="checkbox"/> No <input type="checkbox"/>		
			Pension Yes <input type="checkbox"/> No <input type="checkbox"/>		
5. Your job classification(s) (list all) --- continue on a separate sheet if necessary _____					
6. Your duties _____					
7. Tools or equipment used _____					
8. Are you an apprentice or trainee? Y <input type="checkbox"/> N <input type="checkbox"/>					
10. Are you paid at least time and 1/2 for all hours worked in excess of 40 in a week? Y <input type="checkbox"/> N <input type="checkbox"/>					
9. Are you paid for all hours worked? Y <input type="checkbox"/> N <input type="checkbox"/>					
11. Have you ever been threatened or coerced into giving up any part of your pay? Y <input type="checkbox"/> N <input type="checkbox"/>					
12a. Employee Signature _____			12b. Date _____		
13. Duties observed by the interviewer (Please be specific.) _____					
14. Remarks _____					
15a. Interviewer name (please print) _____		15b. Signature of interviewer _____		15c. Date of interview _____	

Payroll Examination

16. Remarks

17a. Signature of Payroll Examiner

17b. Date

Previous editions are obsolete

Form HUD-11 (08/2004)

Self-employed Owners

» Payroll Report

- Carried on the responsible employer's weekly payroll
- Must include name, work classification, actual hour of work, effective hourly rate, and amount paid

» Owners Working with Their Crew

- Can certify payroll report
- Must include name, work classification including “owner” and daily and total hours worked
- Do not need to list a rate of pay or amounts earned

Apprentices

» Require the following:

- Individual registration for the apprentice
- Relevant pages from DOL approved apprenticeship program
 - Title page (shows name of the program)
 - Page reflecting ratio of apprentices to journeyman
 - Page reflecting pay scale for apprentices
 - Includes apprenticeship level and percentage of journeyman's rate for each level
 - Page reflecting fringe benefits
 - If silent on fringe benefits, pay full amount of fringe benefit stated on the wage decision
 - Signatory page (reflects signatories to agreement)

» Absent this information, pay full journeyman's rate

Resources

» CDBG Management Guide

- www.iowaeda.com/cdbg/management-guide/

» Davis-Bacon and Labor Standards - Agency/Contractor Guide

- [Davis-Bacon and Labor Standards: Agency/Contractor Guide \(hudexchange.info\)](http://hudexchange.info)

» Davis-Bacon and Labor Standards – Contractor Guide Addendum

- [Davis-Bacon and Labor Standards: Contractor Guide Addendum\(hudexchange.info\)](http://hudexchange.info)

Resources

- » **Federal Labor Standards Requirements in Housing and Urban Development Programs (1344.1 Rev. 3)**
 - http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/sech/13441
- » **Wage Determinations Online Website**
 - <https://sam.gov/>

Questions?