



LANSING  
SCHOOL  
DISTRICT

**Request for Bids**  
**Lansing School District**  
**Purchasing Office**  
**519 West Kalamazoo**  
**Lansing MI 48933**

**This is not an order**

Sealed proposals for the furnishing of items and services listed on the sheets attached to the bid proposal document available on our web-site will be received in the Lansing School District Purchasing Office, 519 W. Kalamazoo St., Room 200, and Lansing Michigan 48933 until

**April 21, 2008, 2:00PM Local Time.**

Three copies of your bid using the enclosed proposal form shall be submitted in a sealed envelope and clearly marked: **SO- 1438 Track Renovation.**

**A pre-bid meeting shall be held on April 9, 2008 at the Beekman Center, 2901 Wabash, Lansing, MI 48910. The meeting will begin at 10:00AM. The intent of this meeting is to answer questions related to this RFP. Staff may not be available to answer questions at other times. Attendance is highly recommended.**

**No fax or email bids will be accepted.**

To obtain a copy of this request for bid please visit our web site at: [https://www.edline.net/pages/Lansing\\_SD/Departments/Purchasing](https://www.edline.net/pages/Lansing_SD/Departments/Purchasing) or call our office at 517-755-3030 if you require a copy be e-mailed to you.

All bids shall be submitted in accordance with the attached General Conditions and Instruction to Bidders and shall remain firm for a period of ninety (90) days after the opening of bids.

The Lansing School District reserves the right to reject any or all bids, in whole or in part, and to accept the bid or portion of the bid that, in their opinion, best serves the interests of the Lansing School District.

Lansing School District

\_\_\_\_\_  
Celestine Hart, Purchasing

**Important  
Request for Proposals  
Track Resurfacing Pre-bid Meeting**

**A pre-bid meeting shall be held on April 9, 2008 at the Beekman Center, 2901 Wabash, Lansing, MI 48910. The meeting will begin at 10:00AM. The intent of this meeting is to answer questions related to this RFP. Staff may not be available to answer questions at other times. Attendance is highly recommended.**

## **Proposal Instructions**

A proposal response must include the following information:

1. Company Description, Describe your company including length of time in business, insurance policies held and other general information that speaks to your company's ability to fulfill the proposed contract.
2. References, A listing of other contracts fulfilled for similar services. Please include all clients which are educational institutions. Please provide client contact person's name, address, phone and fax number.
3. Sub-contractors, State all known sub-contractors on this contract.
4. Proposal, Submit the completed proposal form signed by an authorized party.
5. Additional information, State any additional information that speaks to your company's ability to fulfill the proposed contract in a manner that best serves the interest of the Lansing School District.
6. Exceptions and exclusions, by submitting a proposal the potential vendor agrees to all requirements and specifications included in the request for proposal and the specifications.
7. A vendor conference/ pre-bid meeting will be held. A sign-in sheet will be available at the conference. A walk through will take place and questions will be addressed. **Attendance at this meeting is highly recommended.**
8. All work completed under this project must meet all state and local codes. This project is subject to State of Michigan, Department of Labor and Economic Growth prevailing wage rules.

Company Name: \_\_\_\_\_

**PROPOSAL FORM  
LANSING SCHOOL DISTRICT  
Track Resurfacing**

Lansing School District  
Celestine Hart, Director of Purchasing  
Purchasing Department, Room 200  
519 West Kalamazoo  
Lansing, Michigan 48933

We hereby propose to furnish, deliver and **install** the below listed items for the unit price indicated in accordance with the terms, conditions and specifications included.

**Description**

Running track resurfacing and renovation at Beekman Center  
Complete renovation to include:  
Removal of the old surface, clean and sweeping, new bond coat, new 1" rubber, sand surface, seal coat, stripping and clean up.

**Project Price**                      \$ \_\_\_\_\_

Delivery and installation complete \_\_\_\_\_ days after receipt of order.

Payment Terms: \_\_\_\_\_  
Net 30 unless otherwise indicated.

Company \_\_\_\_\_

Address: \_\_\_\_\_

FOB: Delivered

\_\_\_\_\_  
Fax: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_







LANSING  
SCHOOL  
DISTRICT

Committed to Quality

STATEMENT OF NO BID

NOTE: IF YOU DO NOT INTEND TO BID, PLEASE RETURN THIS FORM ONLY TO:

Lansing School District  
519 W KALAMAZOO ST  
LANSING, MI 48933

BID NO: # \_\_\_\_\_

PHONE: 517-755-3030  
FAX: 517-755-3039

We, the undersigned, have declined to bid on the above noted bid for the following reasons:

- \_\_\_\_\_ Insufficient time to respond to the invitation to Bid.
- \_\_\_\_\_ Request for Proposal unclear.
- \_\_\_\_\_ Do not offer this product or service.
- \_\_\_\_\_ Our schedule will not permit us to perform.
- \_\_\_\_\_ Unable to meet the specifications
- \_\_\_\_\_ Specifications are unclear (Please explain below)
- \_\_\_\_\_ Remove us from your Bidder Mailing List
- \_\_\_\_\_ Other ( Please specify below)

REMARKS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

## Section 3000 – Fiscal Management

### **3610 Purchasing Goods and Services**

**3610**

The Superintendent, and or his/her designee, shall be the sole purchasing agent for the District.

The purchase of goods and services required for the operation of the Lansing School District shall be conducted in accordance with all applicable laws. The purchasing process shall be open and competitive. Purchasing award decisions may include price; product quality; service; delivery; maintenance of product; adherence to specifications; past performance to the District; supplier reliability; warranties; supplier environmental responsibility; supplier school-to-work programs (including apprentices and cooperative training programs), supplier community responsibility; responsible contracting compliance, increasing the diversity of the supplier pool (as permitted by law) and increasing the percentage of contracts with local companies.

The Lansing School District places a high value on the richness of our diverse schools and community. The District will play a leadership role in promoting inclusiveness and the elimination of discrimination. All suppliers doing business with the school district must comply with state and federal laws on equal employment opportunity. In addition, companies responding to requests for formal bids for goods or services shall be required upon request to submit to the school district verification of compliance with laws. Suppliers shall state they do not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, height, weight, marital status, or disability. Failure to present such and/or to not comply with state and federal laws on equal employment opportunity shall result in the supplier being removed from the District's supplier list and the rejection of the supplier's bids.

#### Cooperative Purchasing

Governmental cooperatives, joint governmental purchasing, and private cooperative purchasing agencies may be used if it is deemed in the best interest of the District and the agency adheres to the requirements of this policy.

#### Purchases through the District

Board members and employees shall not make any purchase through or in the name of the District for personal use. The name of the District or school or the employee's position, shall not be used in such manner that discounts or cost preferences are given to such person. Purchasing equipment and supplies by the District for resale to employees is prohibited.

#### Unauthorized Purchases

Unauthorized purchases by staff members are not the responsibility of the Lansing School District. Staff members that commit to unauthorized purchases shall be held individually responsible for payment of such obligations.

## Section 3000 – Fiscal Management

### **3610 Purchasing Goods and Services**

**3610-2**

#### Emergency Purchases

Emergency purchases of materials or labor for building construction, addition, renovation or repair may be made without using the quotation or bidding process if authorized by the Superintendent. Emergency purchases over the state-imposed bid limit must be authorized by the Superintendent. A report of the emergency purchase shall be presented to the next formal school board meeting for formal approval.

Approved: January 20, 2005

Revised: February 2007

LEGAL REF: MCL 15.321-330

May 9, 2005

Lansing School District  
Administrative Regulation

3610-R Purchasing Rules and Procedures

The purchasing of all goods (supplies, materials and equipment) and services required for the operation of the Lansing School District shall be conducted in accordance with all applicable state and federal laws and Lansing School District policies.

A centralized purchasing process shall be utilized. Except as noted below, purchase orders or contracts shall be issued for all purchases. Documentation shall be maintained for all requisitions, bids, and purchases in accordance with the State of Michigan requirements.

The Purchasing Office shall publish the requisition process. The requisition process shall properly identify the items needed, the purpose for which they are intended, the specific account to which the items are to be charged, and the authority of the requesting party to order such items. Specifications shall be developed that adequately describe the District's requirements and encourage competitive bidding.

In accordance with state law, the District shall not purchase an item or group of items in a single transaction exceeding the state-imposed limit per Revised School Code, unless competitive bids are obtained and the purchase is approved by the Board of Education. Purchases cannot be artificially divided to lower the threshold applicable under this regulation or any Lansing School District purchasing policies, regulations or procedures.

All purchases (including supplier selection) are subject to the approval of the Purchasing Director acting as the purchasing agent for the Lansing School District. Purchases of commodities where adequate supply and competition is available within the local district to meet the district need may be redirected to local sources.

Formal Bids:

Formal bid procedures shall include, but not be limited to, a sealed bid process for purchases exceeding the state imposed limit. Bid security and performance bonds may be required per state law or at the discretion of the Superintendent or an appropriate designee. Construction bids shall be advertised and processed in accordance with state law. Construction bidders shall be required to submit names, location, ownership information and pricing of all sub-contractor bids as required in the request for bid or during bid evaluation. Failure to do so will disqualify the bid.

Bid security, performance and payment bonds shall be required in accordance with the State law.

Additional Purchasing Methods:

Purchase transactions of less than \$250 may be made using purchasing cards, verbal purchase orders or other expedited procedures as approved and monitored by the Director of Purchasing. The limit may be increased above \$250 per transaction if otherwise required by job function and approved by the Superintendent or his/her designee. Each purchasing card will have an overall limit as determined by the Superintendent.

Informal quotations (required to be in writing), contract or cooperative purchasing, blanket purchase orders, emergency purchase orders (when authorized per policy) or formal bids may be used.

Change Orders:

Change orders for capital projects can be approved within the scope of the approved project contingency by the Superintendent. Any change orders beyond the scope of the project contingency must be approved by the Board of Education.

Change orders for bond issue projects can be approved as follows:

Changes up to \$100,000 - Approved by the Superintendent with subsequent notice to the Finance Committee of the Board of Education.

Changes over \$100,000 - Approved by the Board of Education prior to commencing work.

Bid Appeal Process:

Purchase award recommendations may be appealed to the Director of Purchasing for review. The Director of Purchasing shall review input from the requisitioning administrator and the party requesting review along with other information per his/her discretion. Additional appeals shall be made to the Chief Financial Officer and to the Superintendent, in that order. Oral or written information from both the party requesting the review and the District's Purchasing Office will be considered at any appeal. When reasonable for the efficient functioning of the District, the Lansing School Board may table final decision on the purchase award until the appeal process is complete.

## Staff - Purchase Order Procedure

The purchase order (PO) shall be used for all purchases that will be paid for by District funds. To initiate a purchase order, please follow this procedure.

1. A staff person who has budget responsibility (or his/her designee) enters a requisition in the on-line purchasing system. Access to this system may be obtained by sending a request in writing to the Technology Department.

When entering the requisition in the purchasing system the following information will be required: the potential company name, item description, estimated unit costs, account number, and location of use.

2. All requisitions are reviewed and processed according to Board policy and Purchasing Office procedures. Processing may include consolidation of orders, local sourcing or bidding.

3. Once the requisition is converted to a purchase order and all approvals have been obtained, a written purchase order is generated and sent to the vendor. A copy is sent to the requesting party.

4. The order may designate direct delivery to your location. If so, write the purchase order number on all receipts and invoices. Receipts and invoices must be sent to the Accounting Office. The receipt should be signed by the staff person who received the item(s). Payment will be made to the vendor when an order, invoice and receipt are matched.

5. A blanket purchase order may be requested using the same procedures as listed above. A blanket purchase order covers repeated small purchases of supplies or materials from one vendor (example toner and supplies for a copier). The request should indicate a period of time for which the order is valid, a maximum dollar amount that may be spent. And the names of staff members who are authorized to make a purchase.

## Supplier – Purchase Order Procedure

Suppliers of goods to the Lansing School District shall be notified of the following:

1. **No purchases on Lansing School District accounts shall be made without a Lansing School District purchase order number.**
2. No Lansing School District purchases shall be considered tax exempt without a Lansing School District purchase order number.
3. Lansing School District principals and other administrative staff will approve Lansing School District purchases under a Small Purchase Order amount authorized by the Purchasing Office. This approval will be verified by a Lansing School District purchase order number or written purchase order.
4. All purchases in excess of the Small Purchase Order amount must be authorized by the Lansing School District, Purchasing Office. This authorization will be verified by a Lansing School District written purchase order.
5. Purchases made by Lansing School District staff members without a purchase order number (or that exceed the dollar amount authorized by a purchase order) are the financial responsibility of the individual staff member and will not be paid by the Lansing School District.
6. All invoices shall be sent to:  
Lansing School District  
Accounts Payable  
519 West Kalamazoo  
Lansing MI 48933
7. **The Lansing School District purchase order number should appear on all packing slips and invoices.** Charges from only one purchase order should appear per invoice. Invoices for a partial purchase order will be paid, if all items invoiced have been received.

# General Conditions and Instructions to Bidders

1. Proposals shall be submitted on forms furnished by the owner. The proposal shall be in accordance with the specifications listed, which are available at the Lansing School District Purchasing Office.

Any variance from the specifications shall be fully explained in writing by the bidder and all prices quoted shall be on a unit price basis.

2. **MAILING OF PROPOSALS:**

Proposals shall be mailed in an opaque, sealed envelope and shall be clearly marked describing the project upon which the bid is made.

3. No oral, telegraphic facsimile, or electronic mail proposals or modifications will be considered.

4. **WITHDRAWAL OF BIDS:**

Any bidder may withdraw their bid at any time prior to the scheduled time of opening the bids upon the presentation of proper identification. After the opening of the bids, no proposal shall be withdrawn for a period of ninety (90) days.

5. **PROPOSAL FORMS AND SIGNATURES:**

Proposals shall be made on the proper forms provided by the owner. All spaces shall be properly filled in with ink or typewriter. The signatures shall be in longhand in ink by an authorized representative.

6. **BRANDS:**

The naming of a manufacturer, brand or model number shall not be considered as excluding other brands or models. Specifically, similar products with comparable construction, material and workmanship shall be considered as equal. However, the Board of Education of the Lansing School District shall evaluate the merits of all bids submitted and reserves the right to accept or reject any or all bids.

It is the intent of the attached specifications to define the minimum quality of equipment acceptable. The product lines of nationally recognized manufacturers who regularly advertise, promote and distribute catalog products to the school market are required.

7. **SAMPLES:**

Samples shall be submitted upon request at the expense of each bidder. These samples will be retained as control items until the completion of the delivery and installation.

8. **AGENDA:**

Any modifications of contract documents will be issued in the form of an addendum.

All addenda issued during the bidding time shall become part of the specifications. A copy of the addendum shall be sent to all bidders. No verbal statements by the owner shall be considered as authoritative. No request for explanations can be processed within four (4) days immediately prior to the bid opening date.

9. **VARIATIONS FROM MATERIALS SPECIFIED:**

All variations from the specified material or equipment shall be fully explained and included with the bid. Manufacturer numbers shall be used in all cases.

10. **ROYALTIES AND PATENTS:**

The contract shall pay for all royalties and patents, and shall defend all suits for claims or infringements on patent rights and save the owner harmless from loss on account thereof.

11. **CLEAN-UP:**

The contractor shall at all times, keep the premises free from accumulations of waste materials or same caused by the work; and upon completing the work, shall remove all work related rubbish from and about the building and shall leave the work broom clean, or it equivalent. In the case of dispute, the owner may remove the rubbish and charge the cost to the contractor, as the owner shall determine.

12. **FEDERAL, STATE AND MUNICIPAL TAXES:**

Each proposal submitted shall include, and the contractor shall pay, all taxes which are levied by the Federal, State and Municipal Governments, on labor, and for materials entering into the work. The owner reserves the right to require evident of payment of such taxes prior to final payment. The school district is exempt from Federal Excise Tax.

## General Conditions and Instructions to Bidders

### 13. QUALIFICATIONS OF BIDDERS:

The owner may request any or all bidders to submit any of the following information before the award of the contracts.

- A. A bidder's performance record
- B. The address and description of bidder's equipment, plant or permanent place of business.
- C. An itemized list of the bidder's equipment, plant and personnel.
- D. A bidder's financial statement.
- E. A description of any project which the bidder has completed.
- F. Such additional information as will satisfy the owner that the bidder is adequately prepared to fulfill the contract.
- G. Description of work which will be done simultaneously with the owner's project.

### 14. NOTICE OF AWARD:

The contracts shall be deemed as having been awarded when the formal notice of acceptance of their proposal has been duly served upon the intended awardees (normally by purchase order) by some officer of agent of the owner duly authorized to give such notice.

### 15. GUARANTEE:

Each contract shall furnish the owner a written guarantee running for one (1) year, or longer as required herein, after the final payment covering all work in the contract. Any defects in workmanship or materials for which a claim is submitted within this period shall be corrected.

### 16. DOCUMENTS:

The Proposals submitted shall be based upon the specifications contained herein.

### 17. RIGHTS OF ACCEPTANCE OR REJECTION:

The Board of Education of the Lansing School District reserves the right to reject any or all bids in whole or in part and to accept the bid or portion of bid that, in their opinion, best serves the interest of the School District.

18. Contractors and subcontractors are required not to be discriminated against any employee or applicant for employment, to be employed in the performance of this contract, with respect to hire, tenure, terms, conditions or privileges of employment because of race, color, religion, national origin, or ancestry or also because of age or sex, except based on a bonafide occupational qualification. Breach of this covenant of purchasing agreement as provided in the Michigan Fair Employment Practices Act and may be processed there under. See Policy 3610



*In order to maintain the public trust, your local school district Board of Education should consider and adopt a resolution containing at least some, if not all, of the factors listed below.*

*Each factor should be discussed thoroughly by school board members, the architects and construction managers involved in any school construction because of the potential impact they will have on a project.*

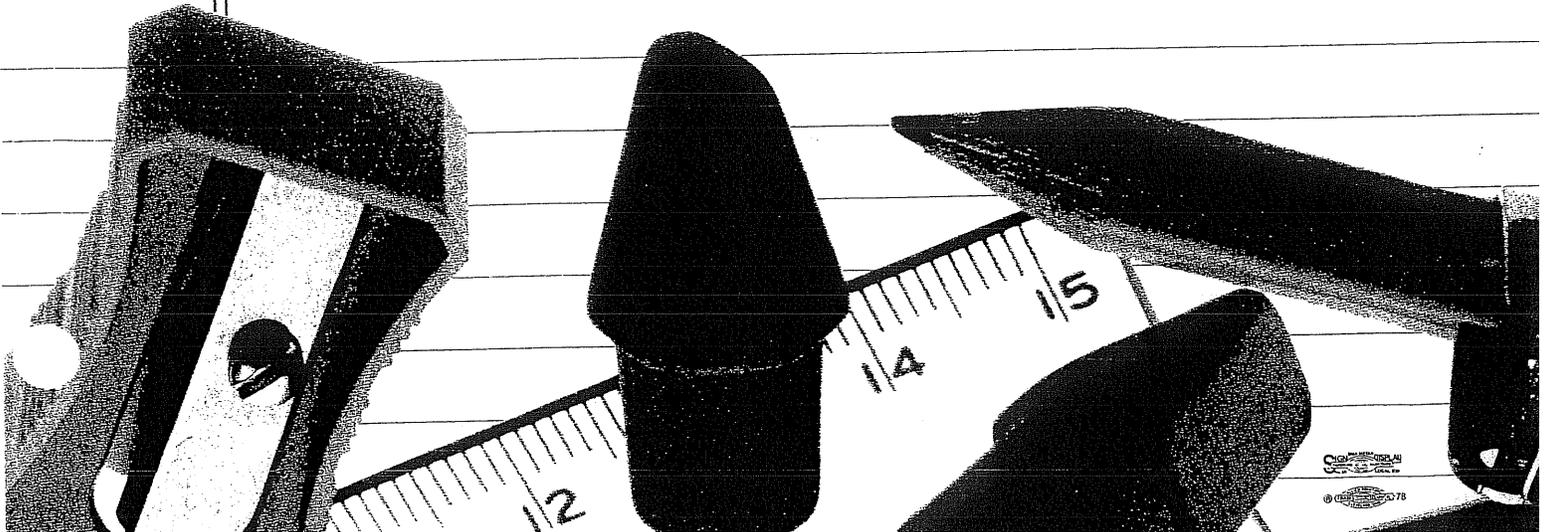
*Your construction manager and design professional will then include these factors in the construction bid documents so all bidders know that in addition to price these items will be considered when construction bids are reviewed.*

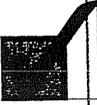


**EXPERIENCE.** Institutional building projects are expected to last 50-75 years. Therefore school board members should review the past experience of all construction professionals to ensure that they have pertinent experience on similar institutional projects. In so doing, the board members can evaluate whether local contractors should be considered for the project and only if they have the required experience should they be considered.

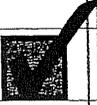


**REFERENCES.** School board members should investigate the references of their construction professionals from past clients doing similar institutional work. Construction professionals must supply pertinent references from their past clients, including information regarding performance and jobsite cooperation.





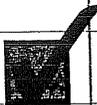
**FINANCIAL CONDITION.** A good financial rating means stability on the job and all through the project. Construction professionals must show they are financially prepared to perform the work they are bidding on. School boards must obtain information concerning a bidder's financial capability, any outstanding claims against them and bank references. A poor financial condition can affect the quality of materials, equipment and workers used on the project. It also can result in substantial project delays and unsafe schools.



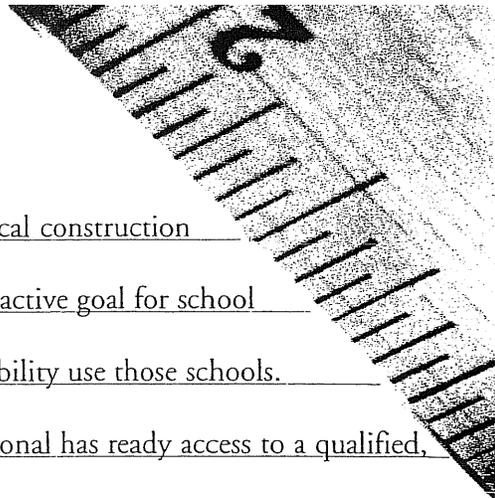
**SAFETY & ACCIDENTS.** Construction professionals with a good safety and EMR record will be more productive. An employer has an obligation according to the Michigan Occupational Safety and Health Act (MIOSHA) to provide a place of employment free from recognized hazards likely to cause death or serious physical harm. Every employee has the right to a safe and healthy workplace. An employer must provide training in the recognition and avoidance of hazards and specific training called for in the MIOSHA standards.



**RESUME OF SUPERVISORY PERSONNEL.** Beyond a construction professional's experience with similar institutional projects, it is important for board members to evaluate the resumes of the supervisory personnel of all construction professionals on their project. All supervisory personnel should have pertinent experience and adequate education and training to complete your project.



**INSURANCE & SURETY BONDING.** Construction professionals must show proof of adequate and relevant insurance coverage for a particular project and must prove their compliance with workers' compensation statutes. School boards must set minimum standards for insurance coverage. Construction professionals that cannot provide proper coverage may be unable to fulfill project obligations. A measure of a construction professional's stability is shown in the ability to secure the required bonding.



**USE OF A TRAINED LOCAL WORKFORCE.** Employing local construction professionals and skilled craft workers on a project can be an attractive goal for school boards. Local craft workers, their friends and family, in all probability use those schools. However, it is necessary to determine if the construction professional has ready access to a qualified, experienced workforce to build your project.

**PREVAILING WAGE.** Use of prevailing wage requirements ensures that school boards secure the best qualified construction professionals to perform work on their projects. Construction professionals should compete for projects on the basis of their management practices, not by paying sub-standard wages. Utilization of prevailing wage will allow the construction professional to pay locally determined wages and benefits to attract qualified skilled craft workers.

**EMPLOYEE HEALTH INSURANCE & PENSION BENEFITS.** School districts can maintain and promote their community's health care and craft employees by requiring the construction professional to use prevailing wage, which includes health insurance and pension benefits. Construction professionals who provide such benefits to their craft personnel demonstrate a commitment to developing a stable workforce, which is a key component to a quality project and to the health of the community.

**WORKFORCE SOURCE & PROPER EMPLOYEE CLASSIFICATION.** School boards can ensure that their project will be built by qualified construction professionals by ensuring contractor access to a skilled workforce. School districts should examine carefully the source of building trades craft employees. School districts should ask prospective construction professionals to identify the source of the workforce they intend to use on the project. Construction professionals who staff the project with personnel hired from help-wanted ads or employment agencies might not have sufficient competence and ability to complete a quality project on schedule.

## REGISTERED UNITED STATES DEPARTMENT OF LABOR, BUREAU OF

**APPRENTICESHIP & TRAINING PROGRAMS.** School boards know the value of high quality training and education. Responsible contractors know that better training equals better buildings. Bureau of Apprenticeship and Training (BAT) approved training programs create more productive craft workers. A construction professional's ability to staff a school construction project with qualified trades' workers is the key to success. Contractors, who bid on school construction projects should maintain, participate in and contribute to bona fide apprentice training programs recognized by the U.S. D.O.L./B.A.T. Trained craft workers promote cost effectiveness, timeliness, safety and quality on school construction work. Companies who employ skilled and trained workers, educated in their trade, deliver exceptional work. Moreover, every registered U.S. D.O.L./B.A.T., program must meet twenty-two standards of apprenticeship regulated and audited by the U.S. D.O.L./B.A.T., as outlined in 29 CFR 29.5.

**LICENSING.** School boards get a better building when highly competent construction professionals and tradespersons build it to code. State law establishes licensing requirements for

electrical, mechanical, plumbing, boiler and elevator contractors, and electrical,

elevator and plumbing craft workers. Proper licensing and certification,

when applicable, show school boards that construction

professionals bidding the job have been tested and are

competent to perform the work. All responsible construction

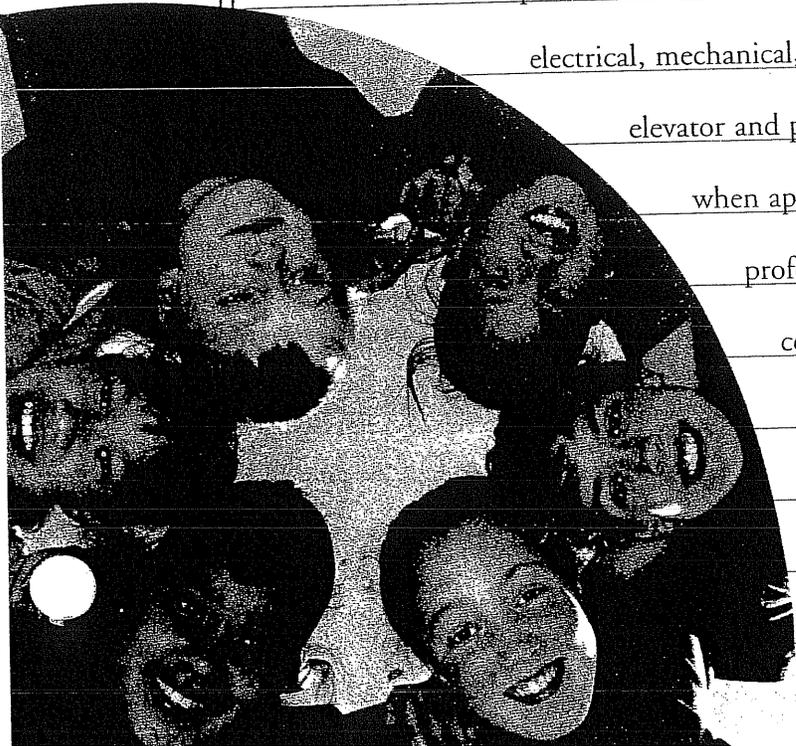
professionals must provide documented proof of licensing

and certification. This will allow school boards to contact

licensing and certification agencies to verify the bidder's

history and determine if any complaints or judgments

have been filed against them.







JENNIFER M. GRANHOLM  
GOVERNOR

KEITH W. COOLEY  
DIRECTOR

**Informational Sheet: Prevailing Wages on State Projects**  
**General Information Regarding Fringe Benefits**

**Certain** fringe benefits **may** be credited toward the payment of the Prevailing Wage Rate:

- If a fringe benefit is paid directly to a construction mechanic
- If a fringe benefit contribution or payment is made on behalf of a construction mechanic
- If a fringe benefit, which may be provided to a construction mechanic, is pursuant to a written contract or policy
- If a fringe benefit is paid into a fund, for a construction mechanic

When a fringe benefit is not paid by an hourly rate, the hourly credit will be calculated based on the annual value of the fringe benefit divided by 2080 hours per year (52 weeks @ 40 hours per week).

The following is an example of the types of fringe benefits allowed and how an hourly credit is calculated:

Vacation	40 hours X \$14.00 per hour = \$560/2080 =	\$ .27
Dental insurance	\$31.07 monthly premium X 12 mos. = \$372.84 /2080 =	\$ .18
Vision insurance	\$5.38 monthly premium X 12 mos. = \$64.56/2080 =	\$ .03
Health insurance	\$230.00 monthly premium X 12 mos. = \$2,760.00/2080 =	\$1.33
Life insurance	\$27.04 monthly premium X 12 mos. = \$324.48/2080 =	\$ .16
Tuition	\$500.00 annual cost/2080 =	\$ .24
Bonus	4 quarterly bonus/year x \$250 = \$1000.00/2080 =	\$ .48
401k Employer Contribution	\$2000.00 total annual contribution/2080 =	\$ .96
<b>Total Hourly Credit</b>		<b>\$3.65</b>

Other examples of the types of fringe benefits allowed:

- Sick pay
- Holiday pay
- Accidental Death & Dismemberment insurance premiums

The following are examples of items that **will not** be credited toward the payment of the Prevailing Wage Rate

- Legally required payments, such as:
  - Unemployment Insurance payments
  - Workers' Compensation Insurance payments
  - FICA (Social Security contributions, Medicare contributions)
- Reimbursable expenses, such as:
  - Clothing allowance or reimbursement
  - Uniform allowance or reimbursement
  - Gas allowance or reimbursement
  - Travel time or payment
  - Meals or lodging allowance or reimbursement
  - Per diem allowance or payment
- Other payments to or on behalf of a construction mechanic that are not wages or fringe benefits, such as:
  - Industry advancement funds
  - Financial or material loans



MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH  
WAGE & HOUR DIVISION



**2007 MICHIGAN PREVAILING WAGE RATE SCHEDULE**  
**for Parking Lot, ROAD, HIGHWAY, BRIDGE & AIRPORT CONSTRUCTION**

Issue Date: 04/01/2008

*Contract must be awarded by: 06/30/2008*

**PW #481 Lansing School District Beekman Center SO-1438 Track Renovations**

Construction Mechanic Classification	Straight Time Rate	Time & One-Half Rate	Double Time Rate	Overtime Code
<b>CARPENTERS</b>				
<b>Zone 1</b>	\$44.25	\$62.85	\$81.44	HHHHHHDDY
Apprentices				
0- 6 months	\$23.42	\$31.60	\$39.78	HHHHHHDDY
7-12 months	\$27.52	\$37.75	\$47.98	HHHHHHDDY
Year 2	\$31.23	\$43.32	\$55.40	HHHHHHDDY
Year 3	\$34.95	\$48.90	\$62.85	HHHHHHDDY
Year 4	\$38.67	\$54.48	\$70.29	HHHHHHDDY
<b>Zone 2</b>	\$36.51	\$49.72	NONE	HHHHHHHHY
Apprentices				
1 <sup>st</sup> Year	\$25.94	\$33.87	NONE	HHHHHHHHY
2 <sup>nd</sup> Year	\$28.58	\$37.83	NONE	HHHHHHHHY
3 <sup>rd</sup> Year	\$31.23	\$41.80	NONE	HHHHHHHHY
4 <sup>th</sup> Year	\$32.55	\$43.78	NONE	HHHHHHHHY
<b>CEMENT MASONS</b>				
<b>Zone 1</b>	\$35.98	\$49.32	NONE	HHHHHHHHY
Apprentices				
Year 1	\$23.50	\$30.60	NONE	HHHHHHHHY
Year 2	\$27.63	\$36.80	NONE	HHHHHHHHY
Year 3	\$31.77	\$43.01	NONE	HHHHHHHHY
<b>Zone 2</b>	\$34.48	\$47.07	NONE	HHHHHHHHY
Apprentices				
Year 1	\$22.67	\$29.36	NONE	HHHHHHHHY
Year 2	\$26.62	\$35.28	NONE	HHHHHHHHY
Year 3	\$30.59	\$41.24	NONE	HHHHHHHHY

**2007 Michigan Prevailing Wage Rate Schedule for Parking Lot, Road, Highway, Bridge & Airport Construction**

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<b>OPERATING ENGINEERS</b>				
<b>Zone 1 CLASS I</b>	\$43.47	\$57.28	NONE	HHHHHHHHHY
CLASS II	\$36.74	\$47.18	NONE	HHHHHHHHHY
CLASS II – GREASE TRUCK	\$38.04	\$49.13	NONE	HHHHHHHHHY
CLASS III	\$36.18	\$46.34	NONE	HHHHHHHHHY
CLASS IV	\$36.01	\$46.09	NONE	HHHHHHHHHY
<b>Zone 2 CLASS I</b>	\$43.47	\$57.28	NONE	HHHHHHHHHY
CLASS II	\$36.59	\$46.96	NONE	HHHHHHHHHY
CLASS II – GREASE TRUCK	\$37.89	\$48.91	NONE	HHHHHHHHHY
CLASS III	\$36.03	\$46.12	NONE	HHHHHHHHHY
CLASS IV	\$35.71	\$45.64	NONE	HHHHHHHHHY
<b>Apprentices (Zones 1 &amp; 2)</b>				
1 <sup>st</sup> 6 Month Period	\$35.19	\$44.85	NONE	HHHHHHHHHY
2 <sup>nd</sup> 6 Month Period	\$36.57	\$46.92	NONE	HHHHHHHHHY
3 <sup>rd</sup> 6 Month Period	\$37.95	\$48.99	NONE	HHHHHHHHHY
4 <sup>th</sup> 6 Month Period	\$39.33	\$51.06	NONE	HHHHHHHHHY
5 <sup>th</sup> 6 Month Period	\$40.71	\$53.14	NONE	HHHHHHHHHY
6 <sup>th</sup> 6 Month Period	\$42.09	\$55.21	NONE	HHHHHHHHHY
<b>LABORERS</b>				
<b>CLASS 1 Zone 1</b>	\$32.51	\$44.02	NONE	HHHHHHHHHY
Apprentice 0-1,000 work hours	\$27.27	\$36.16	NONE	HHHHHHHHHY
Apprentice 1,001-2,000 work hours	\$28.32	\$37.73	NONE	HHHHHHHHHY
Apprentice 2,001-3,000 work hours	\$29.36	\$39.30	NONE	HHHHHHHHHY
Apprentice 3,001-4,000 work hours	\$31.46	\$42.45	NONE	HHHHHHHHHY
<b>CLASS 1 Zone 2</b>	\$30.71	\$41.35	NONE	HHHHHHHHHY
Apprentice 0-1,000 work hours	\$25.91	\$34.14	NONE	HHHHHHHHHY
Apprentice 1,001-2,000 work hours	\$26.87	\$35.58	NONE	HHHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.83	\$37.02	NONE	HHHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.75	\$39.90	NONE	HHHHHHHHHY
<b>CLASS 1 Zones 3 &amp; 4</b>	\$29.96	\$40.22	NONE	HHHHHHHHHY
Apprentice 0-1,000 work hours	\$25.34	\$33.29	NONE	HHHHHHHHHY

**2007 Michigan Prevailing Wage Rate Schedule for Parking Lot, Road, Highway, Bridge & Airport Construction**

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<b>LABORERS continued</b>				
Apprentice 1,001-2,000 work hours	\$26.27	\$34.68	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.19	\$36.06	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.04	\$38.84	NONE	HHHHHHHHY
<b>CLASS 2 Zone 1</b>	\$32.64	\$44.22	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$27.37	\$36.30	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$28.42	\$37.89	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$29.48	\$39.47	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$31.59	\$42.63	NONE	HHHHHHHHY
<b>CLASS 2 Zone 2</b>	\$30.91	\$41.65	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.06	\$34.36	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.03	\$35.82	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.00	\$37.28	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.94	\$40.19	NONE	HHHHHHHHY
<b>CLASS 2 Zones 3 &amp; 4</b>	\$30.17	\$40.54	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$25.50	\$33.53	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$26.43	\$34.93	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.37	\$36.33	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.24	\$39.13	NONE	HHHHHHHHY
<b>CLASS 3 Zone 1</b>	\$32.82	\$44.49	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$27.50	\$36.51	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$28.56	\$38.10	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$29.63	\$39.70	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$31.76	\$42.89	NONE	HHHHHHHHY
<b>CLASS 3 Zone 2</b>	\$31.15	\$42.01	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.24	\$34.63	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.22	\$36.11	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.20	\$37.58	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$30.17	\$40.53	NONE	HHHHHHHHY
<b>CLASS 3 Zones 3 &amp; 4</b>	\$30.46	\$40.97	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$25.72	\$33.86	NONE	HHHHHHHHY

**2007 Michigan Prevailing Wage Rate Schedule for Parking Lot, Road, Highway, Bridge & Airport Construction**

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<b>LABORERS continued</b>				
Apprentice 1,001-2,000 work hours	\$26.67	\$35.28	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.61	\$36.70	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.51	\$39.55	NONE	HHHHHHHHY
<b>CLASS 4 Zone 1</b>	\$32.90	\$44.61	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$27.56	\$36.60	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$28.63	\$38.20	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$29.70	\$39.80	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$31.83	\$43.00	NONE	HHHHHHHHY

<b>CLASS 4 Zone 2</b>	\$31.50	\$42.53	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.50	\$35.03	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.50	\$36.53	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.50	\$38.03	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$30.50	\$41.03	NONE	HHHHHHHHY
<b>CLASS 4 Zones 3 &amp; 4</b>	\$30.90	\$41.63	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.05	\$34.35	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.02	\$35.81	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.99	\$37.26	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.93	\$40.17	NONE	HHHHHHHHY
<b>CLASS 5 Zone 1</b>	\$33.11	\$44.92	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$27.72	\$36.83	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$28.80	\$38.45	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$29.87	\$40.07	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$32.03	\$43.30	NONE	HHHHHHHHY
<b>CLASS 5 Zone 2</b>	\$31.37	\$42.34	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.40	\$34.88	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.39	\$36.37	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.39	\$37.86	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$30.38	\$40.84	NONE	HHHHHHHHY
<b>CLASS 5 Zones 3 &amp; 4</b>	\$30.52	\$41.06	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$25.76	\$33.92	NONE	HHHHHHHHY

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<b>LABORERS continued</b>				
Apprentice 1,001-2,000 work hours	\$26.71	\$35.35	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$27.67	\$36.78	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.57	\$39.63	NONE	HHHHHHHHY
<b>CLASS 6 Zone 1</b>	\$33.41	\$45.37	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$27.94	\$37.17	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$29.04	\$38.81	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$30.13	\$40.45	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$32.32	\$43.73	NONE	HHHHHHHHY
<b>CLASS 6 Zone 2</b>	\$31.71	\$42.85	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.66	\$35.26	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.67	\$36.78	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.68	\$38.30	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$30.70	\$41.33	NONE	HHHHHHHHY
<b>CLASS 6 Zones 3 &amp; 4</b>	\$30.95	\$41.71	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$26.09	\$34.41	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$27.06	\$35.87	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$28.03	\$37.33	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$29.98	\$40.25	NONE	HHHHHHHHY
<b>CLASS 7 Concrete Specialist Zone 1</b>	\$34.48	\$46.98	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$28.75	\$38.37	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$29.89	\$40.09	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$31.04	\$41.81	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$33.33	\$45.25	NONE	HHHHHHHHY
<b>CLASS 7 Concrete Specialist Zones 2, 3, &amp; 4</b>	\$34.28	\$46.70	NONE	HHHHHHHHY
Apprentice 0-1,000 work hours	\$28.58	\$38.15	NONE	HHHHHHHHY
Apprentice 1,001-2,000 work hours	\$29.72	\$39.86	NONE	HHHHHHHHY
Apprentice 2,001-3,000 work hours	\$30.86	\$41.57	NONE	HHHHHHHHY
Apprentice 3,001-4,000 work hours	\$33.14	\$44.99	NONE	HHHHHHHHY

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<b>TRUCK DRIVERS</b>				
<b>Zone 1</b>				
Driver of all trucks of 8 cubic yard capacity or less	\$34.76	\$36.44	NONE	HHHHHHHHY
Driver of trucks of 8 cubic yard capacity or over	\$34.86	\$36.59	NONE	HHHHHHHHY
Driver of euclid type equipment	\$35.01	\$36.81	NONE	HHHHHHHHY
<b>Zone 2</b>				
Driver of all trucks of 8 cubic yard capacity or less	\$34.66	\$36.29	NONE	HHHHHHHHY
Driver of all trucks of 8 cubic yard capacity or over	\$34.76	\$36.44	NONE	HHHHHHHHY
Driver of euclid type equipment	\$34.91	\$36.66	NONE	HHHHHHHHY

**Effective Date: June 27, 2007 Revised 7/10/07**

Issue Date: 04/01/2008 Contract must be awarded by: 06/30/2008  
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**CARPENTERS**

- Zone 1** Wayne, Oakland, Macomb, Sanilac, St. Clair, Monroe, and the following townships of Livingston County: Brighton, Deerfield, Genoa, Hartland, Oceola and Tyrone
- Zone 2** The entire state except those counties and townships listed in Zone 1

**CEMENT MASONS**

- Zone 1** Genesee, Oakland, Macomb, Monroe, Washtenaw, Wayne, Livingston and Saginaw Counties
- Zone 2** Alcona, Alger, Allegan, Alpena, Antrim, Arenac, Baraga, Barry, Bay, Berrien, Benzie, Branch, Calhoun, Cass, Charlevoix, Cheboygan, Chippewa, Clare, Clinton, Crawford, Delta, Dickinson, Eaton, Emmet, Gladwin, Gogebic, Grand Traverse, Gratiot, Hillsdale, Houghton, Huron, Ingham, Ionia, Iosco, Iron, Isabella, Jackson, Kalamazoo, Kalkaska, Kent, Keweenaw, Lake, Lapeer, Leelanau, Lenawee, Luce, Mackinac, Manistee, Marquette, Mason, Mecosta, Menominee, Midland, Missaukee, Montcalm, Montmorency, Muskegon, Newaygo, Oceana, Ogemaw, Ontonagon, Osceola, Oscoda, Otsego, Ottawa, Presque Isle, Roscommon, Sanilac, Schoolcraft, Shiawassee, St. Clair, St. Joseph, Tuscola, Van Buren, and Wexford Counties

**OPERATING ENGINEERS**

- Zone 1** Genesee, Oakland, Macomb, Monroe, Washtenaw and Wayne Counties
- Zone 2** The entire state except those counties listed in Zone 1

**OPERATING ENGINEERS CLASSIFICATION DESCRIPTIONS**

<b>Class I</b>	Asphalt Paver (self-propelled) Asphalt Planer (self-propelled) Asphalt Plant Operator Auto-Grader Blade Grader Operator Batch Plant (concrete-central mix) Backhoe (with over 3/8 yard bucket) Bulldozer Operator Concrete Pump 3" and over Conveyor Loader Operator (euclid type) Crane Operator Dragline Operator Elevating Grader Operator End-loader Operator (1 yard capacity or over) Finishing Machine Operator (asphalt) Gradall Operator (and similar type machines) Hoisting Engineer Hydro demolisher (water blaster) Locomotive Operator Mechanic	Paver Operator (5 bags or more) Pump Operator (6" discharge or over, gas, diesel powered, or generator of 300 amp or larger) Pile Driving Operator Roto Mill Roller Operator (Asphalt) Side Boom Tractor (type D-4, equivalent or larger) Slip Form Paver Self-Propelled or Tractor Drawn Scraper Slurry Machine (asphalt) Swinging Boom Truck (over 12 ton capacity) Shouldering or Gravel Distributing Machine Operator (self-propelled) Shovel Operator Tractor Operator Trenching Machine Operator Tube Finisher (slip form paving) Farm type tractor with attached pan
<b>Class II</b>	Sweeper (wayne type & similar equipment) Screening Plant Operator Washing Plant Operator Crusher Operator Vacuum Truck Operator	Backhoe (with 3/8 yard bucket or less) Side Boom Tractor (smaller than D-4 type or equivalent) Batch Plant (concrete-dry mix)
<b>Class II</b>	Grease Truck	



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**LABORERS CLASSIFICATION DESCRIPTIONS - continued**

**Class 3** Tunnel Miner (highway work only), Finishers Tender, Guard Rail Builder, Highway and Median Barrier Installer, Fence Erector, Bottom Man, Powder Man, Wagon Drill and Air Track Operators, Curb and Side Rail Setters' Tender, Diamond & Core Drills, Earth Retention Barriers, Walls and Mechanically Stabilized Earthen Wall Installer (including sound, retaining and crash barrier), grade checker and certified welder.

**Class 4** Asphalt Raker

**Class 5** Pipe Layers, Oxy-gun

**Class 6** Line-Form Setter for Curb or Pavement and asphalt screed checker/screw man on asphalt paving machines.

**Class 7** Concrete Specialist, finishing and troweling, of cast in place or precast concrete by any and all methods.

**TRUCK DRIVERS**

**Zone 1** Genesee, Oakland, Macomb, Monroe, Livingston, Washtenaw and Wayne Counties

**Zone 2** The entire state except those counties listed in Zone 1

## OVERTIME PROVISIONS FOR MICHIGAN PREVAILING WAGE RATE SCHEDULE

- Overtime is represented as a nine character code. Each character represents a certain period of time after the first 8 hours Monday thru Friday.

	Monday thru Friday	Saturday	Sunday & Holidays
First 8 Hours		4	8
9 <sup>th</sup> Hour	1	5	
10 <sup>th</sup> Hour	2	6	
Over 10 hours	3	7	

Overtime for Monday thru Friday after 8 hours:

the 1<sup>st</sup> character is for time worked in the 9<sup>th</sup> hour (8.1 - 9 hours)

the 2<sup>nd</sup> character is for time worked in the 10<sup>th</sup> hour (9.1 - 10 hours)

the 3<sup>rd</sup> character is for time worked beyond the 10<sup>th</sup> hour (10.1 and beyond)

Overtime on Saturday:

the 4<sup>th</sup> character is for time worked in the first 8 hours on Saturday (0 - 8 hours)

the 5<sup>th</sup> character is for time worked in the 9<sup>th</sup> hour on Saturday (8.1 - 9 hours)

the 6<sup>th</sup> character is for time worked in the 10<sup>th</sup> hour (9.1 - 10 hours)

the 7<sup>th</sup> character is for time worked beyond the 10<sup>th</sup> hour (10.01 and beyond)

Overtime on Sunday & Holidays

the 8<sup>th</sup> character is for time worked on Sunday or on a holiday

4 Ten hour days @ Regular Time

the last character indicates if an optional 4-day 10-hour per day workweek can be worked between Monday and Friday without paying overtime after 8 hours worked.

- Overtime Indicators Used in the Overtime Provision:

H -means TIME AND ONE-HALF due

D -means DOUBLE PAY due

Y -means YES an optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked

N -means NO optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked

- EXAMPLES:

HHHHHHDDY - This example shows that the 1½ rate must be used for time worked after 8 hours Monday thru Friday (*characters 1 - 3*) and for all hours worked on Saturday, (*characters 4 - 6*), except hours worked after 10 hours on Saturday (*7<sup>th</sup> character*). Work done after 10 hours must be paid at the double time rate. Work done on Sunday or holidays must be paid double time (*character 8*). The Y (*character 9*) indicates that 4 ten-hour days is an acceptable alternative workweek at regular pay.

HHHHHHHHY means that the 1½ rate must be used for time worked after 8 hours worked Monday thru Friday (*characters 1-3*); and for any hours worked on Saturdays, Sundays or holidays (*characters 4-8*). The Y (*character 9*) indicates that 4 ten-hour days is an acceptable alternative workweek at regular pay.



STATE OF MICHIGAN

JENNIFER M. GRANHOLM  
GOVERNOR

DEPARTMENT OF LABOR & ECONOMIC GROWTH  
LANSING

KEITH W. COOLEY  
DIRECTOR

## REQUIREMENTS OF THE PREVAILING WAGES ON STATE PROJECTS ACT, PUBLIC ACT 166 OF 1965

The Michigan Department of Labor & Economic Growth determines prevailing rates pursuant to the Prevailing Wages on State Projects Act, Public Act 166 of 1965, as amended. The purpose of establishing prevailing rates is to provide minimum rates of pay that must be paid to workers on construction projects for which the state or a school district is the contracting agent and which is financed or financially supported by the state. By law, prevailing rates are compiled from the rates contained in collectively bargained agreements which cover the locations of the state projects. The official prevailing rates provide an hourly rate which includes wage and fringe benefit totals for designated construction mechanic classifications. The overtime rates also include wage and fringe benefit totals. Please pay special attention to the overtime and premium pay requirements. Prevailing wage is satisfied when wages plus fringe benefits paid to a worker are equal to or greater than the required rate.

### State of Michigan responsibilities under the law:

- The department establishes the prevailing rate for each classification of construction mechanic **requested by a contracting agent** prior to contracts being let out for bid on a state project.

### Contracting agent responsibilities under the law:

- If a contract is not awarded or construction does not start within 90 days of the date of the issuance of rates, a re-determination of rates must be requested by the contracting agent.
- Rates for classifications needed but not provided on the Prevailing Rate Schedule, **must** be obtained **prior** to contracts being let out for bid on a state project.
- The contracting agent, by written notice to the contractor and the sureties of the contractor known to the contracting agent, may terminate the contractor's right to proceed with that part of the contract, for which less than the prevailing rates have been or will be paid, and may proceed to complete the contract by separate agreement with another contractor or otherwise, and the original contractor and his sureties shall be liable to the contracting agent for any excess costs occasioned thereby.

### Contractor responsibilities under the law:

- Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing rates prescribed in a contract.
- Every contractor and subcontractor shall keep an accurate record showing the name and occupation of and the actual wages and benefits paid to each construction mechanic employed by him in connection including certified payroll, as used in the industry, with said contract. This record shall be available for reasonable inspection by the contracting agent or the department.
- Each contractor or subcontractor is separately liable for the payment of the prevailing rate to its employees.
- The prime contractor is responsible for advising all subcontractors of the requirement to pay the prevailing rate prior to commencement of work.
- The prime contractor is secondarily liable for payment of prevailing rates that are not paid by a subcontractor.
- A construction mechanic shall only be paid the apprentice rate if registered with the United States Department of Labor, Bureau of Apprenticeship and Training and the rate is included in the contract.

### Enforcement:

A person who has information of an alleged prevailing wage violation on a state project may file a complaint with the Wage & Hour Division. The department will investigate and attempt to resolve the complaint informally. During the course of an investigation, if the requested records and posting certification are not made available in compliance with Section 5 of Act 166, the investigation will be concluded and a referral to the Office of Attorney General for civil action will be made. The Office of Attorney General will pursue costs and fees associated with a lawsuit if filing is necessary to obtain records.

A violation of Act 166 will result in the contractor's name being added to the Prevailing Wage Act Violators List published on the division's website. This list includes the names and addresses of contractors and subcontractors the division has found in violation of Act 166 based on complaints from individuals and third parties. The Prevailing Wage Act Violators List is intended to inform contracting agents of contractors that have violated Act 166 for use in determining who should receive state-funded projects.

WAGE & HOUR DIVISION  
P.O. BOX 30476 • LANSING, MICHIGAN 48909-7976  
[www.michigan.gov/wagehour](http://www.michigan.gov/wagehour) • (517) 335-0400 • FAX (517) 335-0077



**Michigan Department of Labor & Economic Growth *Wage & Hour Division***  
**OVERTIME PROVISIONS for MICHIGAN PREVAILING WAGE RATE SCHEDULE**

1. Overtime is represented as a nine character code. Each character represents a certain period of time after the first 8 hours Monday thru Friday.

	Monday thru Friday	Saturday	Sunday & Holidays
First 8 Hours		4	8
9th Hour	1	5	
10th Hour	2	6	
Over 10 hours	3	7	

Overtime for Monday thru Friday after 8 hours:

the 1st character is for time worked in the 9th hour (8.1 - 9 hours)  
the 2nd character is for time worked in the 10th hour (9.1 - 10 hours)  
the 3rd character is for time worked beyond the 10th hour (10.1 and beyond)

Overtime on Saturday:

the 4th character is for time worked in the first 8 hours on Saturday (0 - 8 hours)  
the 5th character is for time worked in the 9th hour on Saturday (8.1 - 9 hours)  
the 6th character is for time worked in the 10th hour (9.1 - 10 hours)  
the 7th character is for time worked beyond the 10th hour (10.01 and beyond)

Overtime on Sundays & Holidays

The 8th character is for time worked on Sunday or on a holiday

The last character indicates if an optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked.

2. Overtime Indicators Used in the Overtime Provision:

H - means TIME AND ONE-HALF due  
X - means TIME AND ONE-HALF due after 40 HOURS worked  
D - means DOUBLE PAY due  
Y - means YES an optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked  
N - means NO an optional 4-day 10-hour per day workweek *can not* be worked without paying overtime after 8 hours worked

3. EXAMPLES:

HHHHHHHDN - This example shows that the 1½ rate must be used for time worked after 8 hours Monday thru Friday (*characters 1 - 3*); for all hours worked on Saturday, 1½ rate is due (*characters 4 - 7*). Work done on Sundays or holidays must be paid double time (*character 8*). The N (*character 9*) indicates that 4 ten-hour days is not an acceptable workweek at regular pay.

XXXHHHHDY - This example shows that the 1½ rate must be used for time worked after 40 hours are worked Monday thru Friday (*characters 1-3*); for hours worked on Saturday, 1½ rate is due (*characters 4 - 7*). Work done on Sundays or holidays must be paid double time (*character 8*). The Y (*character 9*) indicates that 4 ten-hour days is an acceptable alternative workweek.