

Prevailing Wage Compliance 2016

Prevailing Wage Components

Contract Documents

Wage Decisions

Wage Rate Interviews

Overtime

Certified Payrolls

Truck Drivers

*Adam Strong
Prevailing Wage Compliance Specialist
(517) 719-7344
stronga1@michigan.gov*



Certified Payrolls

- Certified weekly payrolls shall be submitted to the Construction/Project Engineer on all federally funded contracts of more than \$2,000.00
- Certified weekly payrolls shall be submitted to the Construction/Project Engineer on all state funded projects
- Optional certified payroll forms:
 - Computer generated form that contains all required information
 - WH-347 (Wage & Hour Form from the USDOL)
 - CP-347 (created to meet all MDOT requirements)

96

Clear Form Page 1 of 2

**MICHIGAN DEPARTMENT OF TRANSPORTATION
CERTIFIED PAYROLL**
COMPLETION OF CERTIFIED PAYROLL FORM FULFILLS THE MINIMUM MDOT PREVAILING WAGE REQUIREMENTS

Instructions

(1) NAME OF CONTRACTOR/SUBCONTRACTOR (OR LE/DR) _____ (2) ADDRESS _____ (3) CONTRACT ID# _____

(4) PAYROLL NO. _____ (5) FOR HIRER/ENGINEER _____ (6) PROJECT ALLOCATION _____ (7) CONTRACT ID# _____

EMPLOYEE INFORMATION	WORK CLASSIFICATION	IS DRY AID DATE	TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED	TOTAL WEEKLY HOURS WORKED ALL JOBS	DEDUCTIONS				TOTAL DEDUCT	TOTAL WEEKLY WAGES PAID FOR ALL JOBS
								FICA	FEDERAL	STATE	OTHER		
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00
ETHYSEN NAME	ID # GROUPCLASS #	S	0	0	0	\$0.00						\$0.00	\$0.00

CP-347 Example 'Icons'

Warning: JavaScript Window -

Enter the classification identifier in the wage decision that represents the work being performed by each worker along with the proper group/class. Davis/Bacon Related Acts (DBRA) example: LAB00465-001 Group 1. Michigan Prevailing Wage Rate Schedule: Laborers, Class 1.

If an individual worked in more than one classification their time must be reported in separate entries. The hours shown in each classification should reflect the hours worked in each classification.

102

CP-347 Instructions

- (1) **Name of Contractor:** Enter in firm's name.
- (2) **Address:** Enter in firm's address.
- (3) **Payroll Number:** Enter in the payroll number for the week worked on the project.
- (4) **For Week Ending:** Enter in the last day of the weekly payroll.
- (5) **Project and Location:** Enter in location of project.
- (6) **Contract ID:** Enter in the corresponding MDOT contract ID.

Column (a): Enter each worker's full name. Complete the ethnicity and gender space by using the following ethnic code notation: Black (B), Hispanic (H), Native American Indian or Alaskan Eskimo (NA), and Asian or Pacific Islander (A). Followed with a / with the (M) male or (F) female gender. Example: ETIEGEN; H/M. The ID# in the last four digits of the worker's social security number.

Column (b): Enter the classification identifier in the wage decision that represents the work being performed by each worker along with the proper group/class. Davis-Dixon Related Acts (DDBA) example: LAD0066-001 Group 1, Michigan Prevailing Wage Rate Schedule: Laborers, Class 1.

If an individual worked in more than one classification their time must be reported in separate entries. The hours shown in each classification should reflect the hours worked in each classification.

Column (c): Enter in the letter corresponding to the correct hour type worked by the employee. The bottom row should be (S) for straight time hours at regular hourly pay. The top row can have two different options of recording payment for overtime worked.

(O) Overtime is for the full 1 1/2 payment and (P) Premium is for the 1/2 time payment that would be due if ALL hours of work were paid as (S) Straight time hours.

Column (c) continued: On DDBA wage contracts the (O) Overtime / (P) Premium time would be due after the 40th weekly hour worked for ALL jobs during the week. On Michigan Prevailing Wage contracts the (O) Overtime / (P) Premium time would be due after 1st hour worked on a daily basis (or 10 hours a day if working 4-10 hour schedule).
EXAMPLE when working 50 hours throughout the week:

Hour Type	(d) DAY AND DATE							TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED	GROSS WEEKLY EARNED
	SU	M	TU	W	TH	F	SA					
O						10		10	\$37.50	\$10.00	\$1,675.00	
S		10	10	10	10			40	\$25.00	\$10.00		

Hour Type	(d) DAY AND DATE							TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED	GROSS WEEKLY EARNED
	SU	M	TU	W	TH	F	SA					
P						10		10	\$12.50		\$1,675.00	
S		10	10	10	10			50	\$25.00	\$10.00		

Column (d): Enter the day and the corresponding date in the boxes provided at the top that represent the starting and ending day of the pay week. Enter the employee hours worked in each hour type as described in **Column (c)** above for each classification, including actual overtime worked.

Column (e): Automatically calculated the summation of daily hours worked on the project for that work week.

Column (f): Enter the base hourly rate for the project.

Column (g): Enter the fringe benefit value if paying in cash.

Column (h): Gross wages earned for the week.

Gross Project Earned: This is automatically calculated using the values entered from the worked on the project multiplied by the rate of pay + rate of fringe pay (if paid in cash).

Gross Weekly Earned: Enter the total weekly gross amount earned for the week performed on all projects in the work week. This should reflect the amount earned for all jobs for the week (This includes prevailing and non-prevailing wages).

Column (i): Enter the total number of hours worked on ALL projects in the work week. (prevailing and non-prevailing).

CP-347 Instructions

Hour Type	(d) DAY AND DATE							TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED	GROSS WEEKLY EARNED
	SU	M	TU	W	TH	F	SA					
O						10		10	\$37.50	\$10.00	\$1,675.00	
S		10	10	10	10			40	\$25.00	\$10.00		

Hour Type	(d) DAY AND DATE							TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED	GROSS WEEKLY EARNED
	SU	M	TU	W	TH	F	SA					
P						10		10	\$12.50		\$1,675.00	
S		10	10	10	10			50	\$25.00	\$10.00		

Certified Payrolls

(a) <i>i</i>	(b) <i>i</i>	(c) <i>i</i>	(d) DAY AND DATE <i>i</i>	(e) <i>i</i>	(f) <i>i</i>	(g) <i>i</i>	(h) <i>i</i>
EMPLOYEE INFORMATION	WORK CLASSIFICATION	Hour Type	HOURS WORKED ON PROJECT	TOTAL HOURS ON PROJECT	PROJECT RATE OF PAY	PROJECT RATE OF FRINGE PAY	GROSS PROJECT EARNED GROSS WEEKLY EARNED
NAME:				0			\$0.00
ETHNIC:	ID #:	GROUP/CLASS #:	\$	0			

(h) <i>i</i>	(i) <i>i</i>	(j) DEDUCTIONS <i>i</i>						(k) <i>i</i>
GROSS PROJECT EARNED GROSS WEEKLY EARNED	TOTAL WEEKLY HOURS WORKED ALL JOBS	FICA	FEDERAL	STATE	OTHER	TOTAL DEDUCT	TOTAL WEEKLY WAGES PAID FOR ALL JOBS	
\$0.00						\$0.00	\$0.00	

105

Certified Payrolls

- If fringe benefits are paid into approved programs and plans, a detailed breakdown of the type of benefits and hourly dollar value **must** accompany the first payroll.
- The contact information for the fringe benefit plan administrator must also be provided.

106

MITA Fringe Benefit Breakdown

Operating Engineers Wage Rates
(for road building construction)
Effective first full payroll period on or after June 1, 2015.

CLASS I Effective first full payroll period on or after June 1, 2015.

	ZONE 1
*Base Rate Per Hour	\$27.10
*Vacation and Holiday (15% Funded)	4.06
*Supplemental Vacation (Funded)	0.05
Pension (Funded)	11.45
Health Care (Funded)	8.40
Apprentice (Funded)	1.00
Referee Benefit (Funded)	0.45
324 Labor Management Education Committee	0.16
Defined Contribution Plan	1.00
	\$53.67
Industry Promotion Fund	0.12
Total	\$53.79
* Taxable Income	

This is acceptable for a detailed fringe benefit breakdown for an operating engineer with a MITA signatory contractor

107

Certified Payrolls

Certified payrolls are required to identify trainees and apprentices, and program levels.

(a) EMPLOYEE INFORMATION	(b) WORK CLASSIFICATION	(c) Hour Type	(d) DAY AND DATE							(e) TOTAL HOURS ON PROJECT	(f) PROJECT RATE OF PAY	(g) PROJECT RATE OF FRINGE PAY	(h) GROSS PROJECT EARNED	(i) TOTAL WEEKLY HOURS WORKED ALL JOBS
			Su	M	Tu	W	Th	F	Sa					
			25	26	27	28	29	30	31					
NAME: Peter Parker	LABO0465-001	P						8	8	\$11.00		\$1,528.00	48	
ETH/GEN: W/M ID #: 1234	GROUP/CLASS #: 1	S	8	10	10	10	10	48	\$22.00	\$8.00	\$1,528.00			
NAME:								0	0			\$0.00		
ETH/GEN: ID #:	GROUP/CLASS #:	S						0	0					
NAME: Peter Parker	LABO0465-001	P						8	8	\$5.50		\$956.00	48	
ETH/GEN: W/M ID #: 1234	GROUP/CLASS #: 1	S	8	10	10	10	10	48	\$11.00	\$8.00	\$956.00			

108

Apprentice Agreement **NOT** Certification

Program Registration and
Apprenticeship Agreement
Office of Apprenticeship Training,
Employer and Labor Services (OATELS)

U.S.
Employ

APPRENTICE REGISTRATION

Warning: This agreement does not constitute a certification under Title 29, CFR, Part 5 for the employment of the apprentice on Federally financed or assisted construction projects. Current certifications must be obtained from the Bureau of Apprenticeship and Training or the recognized State Apprenticeship Agency shown below. (Item 22)

The pro
Standard
in the s
Opportu
agreeme
notificati

PART A: TO BE COMPLETED BY APPRENTICE. NOTE TO SPONSOR: PART A S

Name (Last, First, Middle) and Address (No., Street, City, State, Zip Code) *Social Security Number (Voluntary - See reverse) An

111

Certified Payrolls 'Owners'

Contract Ownership may qualify for exempt status of paying prevailing wages by using the 'Ownership Test'.

- They are at least 20% EQUITY owner, and
- They are actively engaged in the management of the enterprise

(a) i	(b) i	(c) i	(d) DAY AND DATE i							(e) i	(f) i	(g) i	(h) i	(i) i
			Su	M	Tu	W	Th	F	Sa					
EMPLOYEE INFORMATION NAME: Sue Valdez	WORK CLASSIFICATION LABO0456-001	Hour Type P							8	8				
	"OWNER"													
ETH#GEN: H/F NAME:	ID #: 1234	GROUP CLASS #: 1	s	8	10	10	10	10	48					

112

Withholding Payments

In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such actions as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

- FHWA Form 1273

113