

Wage Rate Interviews

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Wage rate interviews are required to be performed at least once for each contractor and/or subcontractor when they are on the job, throughout the life of the project, for both state and federally funded projects. For multi-year projects, wage rate interviews are to be conducted with all contractor/subcontractors each season that they perform work on the project.

When a contractor/subcontractor works on multiple MDOT projects within a region during a construction season, the number of projects where wage rate interviews are required may be reduced for that contractor/subcontractor when the following criteria are met:

- The contractor/subcontractor certified payrolls must be current and complete.
- The contractor/subcontractor can not have been involved in any prevailing wage violation actions within the last 12 months or have had any unresolved complaints.
- For prime contractors, all posters and jobsite information must be posted as required.

If the above criteria are met, the region coordinator for prevailing wage compliance will coordinate with the TSCs to reduce the frequency of interviews to a rate of **one project in five** for a contractor/subcontractor within their region. The region coordinator will oversee the reduced frequency process and track which contractor/subcontractor(s) are eligible and which projects will have the wage rate interviews waived for those contractors. The region coordinator will provide the engineer with documentation for when wage rate interviews have been waived. This documentation will be placed in the project files. Wage rate interviews will continue to be required for all local agency projects.

The contractor and subcontractor(s) shall permit the engineer or their representative to interview employees during working hours on the project, and advise employees they must cooperate with department representatives during wage rate interviews. The prime contractor is responsible for advising subcontractor(s) of the requirement to pay the prevailing rate prior to the commencement of the work and that all employees must cooperate during wage rate interviews.

If a language barrier is encountered, employees of the contractor or subcontractor are not to assist in language interpreting. The services of a language interpreter are available to the engineer upon request. Contact the C&T Division's prevailing wage compliance specialist for information about interpreter service.

Use the Minimum Wage Rate Interview Sheet (form 1156) to record information obtained during the wage rate interview. The form should be filled out to the extent

possible prior to conducting the interview. The following procedures are to be used when conducting wage rate interviews.

- Project or region staff will conduct field interviews with workers covered under DBRA or state prevailing wage on all federal and state funded projects in progress.
- Wage rate interviews will be completed each season for multi-season projects.
- Interviews will be conducted with a representative sample of the work force for each contractor and subcontractor on the project during each construction season. Each classification and group should be included in the interview process. Operators of equipment and trucks whose ownership is not clearly identified should be interviewed.
- Interviews should be completed during the early part of the project to verify prevailing wage compliance. If issues are found, they need to be dealt with immediately.
- The interview is to be done to ensure the privacy of the workers. Coworkers and supervisors are not allowed to be present during the interview or allowed to hear the interview.
- The worker shall be given a standard business card with contact information in the event the interviewee would like to discuss the interview issues further, supply additional documentation or information, or to continue the interview in a more private and confidential setting.

The engineer will compare the wages and the work classifications documented on form 1156 with the certified payrolls, IDRs, inspector's observations, diaries, documentation in the project files and prevailing wage compliance requirements in the contract. If deficiencies or discrepancies (i.e., an employee is not paid prevailing wages and fringe benefits as stated in the contract) are found, the engineer is to look into the apparent violation (see section In-Depth Examinations below for further guidance). The engineer should contact the C&T Division's prevailing wage compliance specialist and region coordinator for prevailing wage compliance to discuss the examination and any actions that may be taken as a result of the findings.