

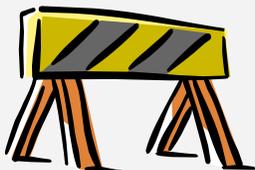
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BJO:JJG

Prevailing Wage Rate Interviews

The purpose of this construction advisory is to remind construction staff of documentation requirements related to prevailing wage rate interviews. A 2013 Federal Highway Administration (FHWA) billing review noted deficiencies with information entered on form 1156, Minimum Wage Rate Interview Sheet.

The 2013 FHWA billing review discovered that in some cases no comments were placed on form 1156 when employees did not know their pay rate. Construction staff is to record noted issues in the "COMMENTS" section of the form per the instructions and considerations section located on page two of the form. This requirement applies to all federal aid projects regardless of construction oversight by MDOT, consultant, or local agency staff.

Interviewers conducting wage rate interviews must record noted issues in the comment section of the Minimum Wage Rate Interview Sheet during wage rate interviews. This applies when an interviewee does not know their pay rate. Form 1156 provides the following guidance:

HOURLY RATE: Ask the worker what their hourly rate of pay is, and what the overtime rate of pay is. If the worker does not know or says "I think I make \$??.??, but I'm not sure", be sure to include the response in the comments section of form 1156. Ask the worker if they know where the wage rates are posted. Also, ask them to provide a check stub so that you can confirm their wages.

Interviewers should remember that pay check stubs are not required to be submitted. It is a courtesy by the interviewee.

This documentation requirement must be reinforced to all construction staff at MDOT offices, consultant offices, and local agencies as it applies to all federally funded projects.

The construction manual will be updated with this information.

Please share this construction advisory with local agencies and consultants within your jurisdiction, as well as TSC staff.