

OFFICE OF LABOR STANDARDS ENFORCEMENT

PATRICK MULLIGAN, DIRECTOR



Labor Standards Fact Sheet (Dual-Funded Projects)

Information and requirements for contractors and subcontractors bidding on dual-funded public works contracts in the City and County of San Francisco:

- Pay the higher rate of pay when comparing Davis-Bacon vs. *California Department of Industrial Relations (DIR)* prevailing wages. Pay workers the correct prevailing wage rates for each craft, classification and type of work performed. *SF Administrative Code 6.22(e)(1); CA Labor Code § 1773 and 1774; 40 USC §3141 et seq; CCR 8 §16001*
- Employ apprentices registered in a DIR-approved apprenticeship program and with the Department of Labor (DOL). Submit DIR apprentice certifications and DOL-approved apprentice certifications into LCPtracker. *CA Labor Code §1777.5; 29 CFR 5.5(a)(4)(i)*
- Post the applicable *Davis-Bacon* wage determination with the *Davis-Bacon poster (WH- 1321)* and OLSE prevailing wage poster on the jobsite in a prominent and accessible place. *SF Administrative Code 6.22(e)(7)(D); 48 CFR § 22.404-10*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCPtracker). *SF Administrative Code 6.22(e)(6); CA Labor Code §1776; 29 CFR 5.5(a)(3)(ii)(A)*
- Furnish employees with itemized pay stubs and retain payroll records. *CA State LC §226*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign-in sheets documenting all hours worked and the classifications of work performed. *SF Administrative Code 6.22(e)(7)(C)*
- Register with the DIR. *CA State Labor Code §1725.5*
- Comply with local labor laws including *Minimum Compensation Ordinance, Health Care Accountability Ordinance, Health Care Security Ordinance, Fair Chance Ordinance and miscellaneous Prevailing Wage Ordinances* where applicable. *SF Administrative Code Ch. 14, 12P, 12Q, 12T and 21C*

All work is subject to compliance monitoring and enforcement by the San Francisco Office of Labor Standards Enforcement (OLSE). *SF Administrative Code 6.24 and 6.22(e)(7)(A)*

OLSE Compliance Officers have the right to engage in random inspections of job sites and to have access to the employees of the contractor, employee time sheets, inspection logs, payroll records and employee paychecks. *SF Administrative Code 6.22(e)(7)(B)*

Failure to comply with prevailing wage requirements shall result in a forfeiture of back wages due plus penalties of not less than \$50 per day per worker, and may result in disqualification as a contractor or subcontractor on any public work or improvement for the City and County of San Francisco for a period of up to five years. *SF Administrative Code 6.22(e)(8)(A); CA Labor Code Section §1775*

Labor Standards Resources

The current prevailing wage rates are available on the Internet, from OLSE or the Awarding Department. For specific information about prevailing wage requirements you can visit the websites listed below:

OLSE Website	https://sfgov.org/olse/prevailing-wage <ul style="list-style-type: none"> • Prevailing Wage News • Public Works Requirements • Public Works Tools and Resources for Contractors • Links to Statutory Authority Regarding Prevailing Wage <ul style="list-style-type: none"> ➢ SF Administrative Code, Ch. 6.22 ➢ SF Administrative Code, Ch. 21C ➢ CA Labor Code sections pertaining to Public Works • Link to LCPtracker
DIR Prevailing Wage Rates (including Scope of Work, Travel, and Holiday Provisions)	http://www.dir.ca.gov/OPRL/PWD/
Davis-Bacon Wage Rates	https://sam.gov/content/wage-determinations
DIR Public Works Contractor Registration	https://www.dir.ca.gov/Public-Works/Contractor-Registration.html
DIR Public Works Manual	http://www.dir.ca.gov/dlse/PWManualCombined.pdf
Apprentice Wage Rates	http://www.dir.ca.gov/DAS/PWAppWage/PWAppWageStart.asp
Apprenticeship Programs, Requirements & Forms	http://www.dir.ca.gov/DAS/PublicWorksForms.htm
Contractors State License Status	https://www.cslb.ca.gov/OnlineServices/CheckLicenseII/CheckLicense.aspx
Information on laws for non - trade employees performing work on City Contracts	www.sfgov.org/olse <ul style="list-style-type: none"> • Minimum Compensation Ordinance (MCO) • Health Care Accountability Ordinance (HCAO) • Health Care Security Ordinance (HCSO) • Paid Sick Leave Ordinance (PSLO) • Paid Parental Leave Ordinance (PPLO) • Fair Chance Ordinance (FCO)

For more information, call OLSE at (415) 554-6573 or email prevailingwage@sfgov.org

GENERAL SERVICES AGENCY
OFFICE OF LABOR STANDARDS ENFORCEMENT
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2022 OLSE/LCPtracker Training Schedule

No fees or registration required

Payroll Reporting Training

Includes an overview of prevailing wage and Citywide PLA

(2nd Tuesday of the Month)

Tuesday, January 11, 2022*	Tuesday, July 12, 2022*
Tuesday, February 8, 2022*	Tuesday, August 9, 2022*
Tuesday, March 8, 2022*	Tuesday, September 13, 2022*
Tuesday, April 12, 2022*	Tuesday, October 11, 2022*
Tuesday, May 10, 2022*	Tuesday, November 8, 2022*
Tuesday, June 14, 2022*	<i>No Training in December 2022</i>

*Live webinars will be conducted on Microsoft Teams. Please visit OLSE's website for up-to-date information.

<https://sfgov.org/olse/trainings>

Time:

For City Staff - upon request - please email prevailingwage@sfgov.org

10:30 am - 12:00 pm - City Contractor & Subcontractors

Webinar:

Available 24/7 & covers the basics of submitting certified payrolls.

<https://sfgov.org/olse/trainings>

For certified payroll reporting training questions, please contact Jimmy Hewitt:

(415) 554-6211, james.hewitt@sfgov.org