

THE KLAMATH TRIBES INVITATION FOR BID (IFB)

Housing Department (KTHD)	IFB # 1904HD-2Heater	Project: 2019-01
Email Questions to jackie.jackson@klamathtribes.com on or before:		03/26/2019 @ 10:00 a.m.
All Bids must be received by the Klamath Tribes Purchasing Agent on or before:		04/02/2019 @ 10:30 a.m.
Bid Opening: The Housing Department, 501 S. Chiloquin Blvd., Chiloquin Oregon		04/02/2019 @ 11:00 a.m.

A. General Information:

The Klamath Tribes Housing Department (KTHD) is requesting a Lump Sum Price Bid from interested contractors to install a new furnace system in the attic space including ducting job. The Scope of Work (SoW) fully describes the work required. Bidders should note that any and all work intended to be subcontracted as part of the bid submittal must comply with the Klamath Tribes Procurement policy and HUD regulations.

Contractor must have 2 years' experience in installation of heating systems including electrical; and Provide three (3) references: Name, and Email, or Telephone number of the last three jobs of similar size/scope.

Bidders cannot be disqualified or suspended from doing business with Federal government. Registration on sam.gov is highly recommended. The Tribes will check sam.gov, HUD, State, and other registries.

B. Instructions for Bidders:

Described below are the technical requirements for the material, product, or service to be procured, including the minimum essential characteristics and standards which must be met to satisfy its intended use.

1. The IFB is directed at licensed general contractors. Bidder must be able to provide all necessary materials and equipment and adhere to all federal, state, and local building codes to complete the project described in **Attachment 1 of the Scope of Work.**

<i>Document Type</i>	<i>Attachment Number</i>	<i>Contractor Completes</i>	<i>Pre-Contract Completion</i>
Invitation For Bid (IFB)			
Scope of Work Form	Attachment: 1	X	
Contractor Cost Estimate Form	Attachment: 2	X	
Special Conditions	Attachment: 3	X	
Competitive Bid Form Checklist	Attachment: 4	X	
Non-Collusive Affidavit	Attachment: 5	X	
Reference Form	Attachment: 6	X	
Wage Determination Sheet	Attachment: 7	Use for submitting bid and on project	
Certified Payroll Forms	Attachment: 8		X
HUD 5369 Instructions to Bidders	Attachment: 9		X
HUD 5369-A Representation, Certifications of Bidders	Attachment: 10		X
HUD 5370-EZ General Contract Conditions (Small Const.)	Attachment: 11		X
W-9 Request for Taxpayer	Attachment: 11		X
Indian Preference Qualification (IPQ)	Attachment: 13		Only required if bidder will claim IP Call Jackie Wilson for IPQ form

2. After bid award, KTHD and Contractor will have a Pre-Contract meeting to complete all documents/contract.
3. All bid prices must include a one year, warranty for all parts and on site labor with a 72 hour notification.

C. Contractor's Qualification Requirements:

The Klamath Tribes will engage with contractors who have the ability to perform successfully under the terms and conditions of a proposed contract and can meet the conditions and requirements of this IFB.

Required

1. Selected Bidder must provide the following documents with Bid or at Pre Contract meeting.

#	Description of Required Item	w/Bid	w/Contract
a.	Certificate of Insurance (CoI) (auto, general liability, and/or workmen’s comp)	x	
b.	Provide a copy of current Contractors Board Certificate of License (CCB)	x	
c.	Federal Employer ID (EIN/TIN) or Social Security Number (SSN)	x	
d.	Bonding: 10% contingency will be withheld from payment until project completion		x

D. Evaluation Factors and Scoring:

1. Selection Procedures:

The Invitation for Bid (IFB) and Klamath Tribes Procurement Policy are used to select the lowest responsive and responsible bid that is deemed most advantageous to the project. The Klamath Tribes requires the following:

- Bids submitted and received by the closing date and time will be reviewed.
- The Tribes Administration/KTHD reserves the right to reject any and all bids based on documented reasons.
- The Klamath Tribes may request additional information during review of responsive bids.
- The Klamath Tribes/KTHD may accept or negotiate any bid to establish the most advantageous terms.
- The decision of The Klamath Tribes’ shall be final and not subject to appeal.
- The contract will be awarded no later than thirty (30) days after the bid opening.

2. Questions:

By **10:00 a.m. on 03/26/2019**, email questions to Jackie Wilson at jackie.jackson@klamathtribes.com.

Return responses will be emailed or faxed to all bidders on record requesting information from KTHD.

A bidder may correct, modify, or withdraw a bid by written notice received by the Tribes prior to bid opening. Modifications must be submitted in a sealed envelope labeled “Modification No. _.”

3. Addenda:

Substantive questions and answers will be issued as official addenda to this IFB. Changes or modifications to this IFB shall be binding on the Tribes only if in the form of written addenda which is issued by the Tribes.

4. Method of Scoring:

All bids received on time will be evaluated and scored as follows:

- a. By lowest responsive responsible Lump Sum Price.
- b. Quality Requirements information has been provided with bid.
- c. Indian preference (IP) claim: Must provide Indian Enterprise Qualification (IEQ) Form to claim 10%.

100 TOTAL POINTS POSSIBLE (without Indian preference)

E. Instructions for Submitting Bid:

Return bid in a sealed envelope clearly marked according to instructions below.

Submit **one (1) original and two (2) copies of all required attachments**. An alternate, faxed, or emailed bid will not be accepted.

Sealed Bid can be submitted in person; through US Postal Service; or by ground delivery to:

The Klamath Tribes,
Attention: Jackie Galbreath, Purchasing Agent
 P.O. Box 436, 501 S. Chiloquin Blvd.
 Chiloquin, OR 97624-0436

On envelope write: **1904HD-2Heater and the bidder or company name.**

F. Closing/Opening Date and Time and Method of Solicitation:

1. Bids will be accepted at the address listed above up to **10:30 a.m. on April 2, 2019**. All timely responses to this IFB will be considered. The Klamath Tribes reserve the right to reject any and all bids including those bids received after the closing date and time. If, at the time of the scheduled bid closing date, The Klamath Tribes Administration is closed due to uncontrolled events or Administration closures, bids will be accepted until 2:00 p.m. on the next normal business day.
2. Bids will be opened at **April 2, 2019 at 11:00 a.m.** at the Klamath Tribal Administration office, 501 S. Chiloquin Blvd., Chiloquin Oregon in the Housing Department. If, at the time of the scheduled bid opening date, The Klamath Tribes Administration is closed due to uncontrolled events or Administration closures, bids will be opened at 10:00 a.m. on the next normal business day.
3. This IFB has been published by:

	Publication in a Newspaper of general circulation
X	Direct solicitation of bids from an adequate number of known sources
X	klamathtribes.org, the official website of The Klamath Tribes

G. Indian Preference:

1. The Klamath Tribes and prospective bidders shall follow the Indian Preference requirements outlined in the Klamath Tribes Procurement Policy in Chapter IX as approved 8/10/2016.

H. Provisions:

1. The Klamath Tribes and prospective bidders/contractors shall follow The Klamath Tribes Procurement Policy approved 8/10/16 in the solicitation, review, and award of all Bids.
2. The Klamath Tribes shall provide fair and open competition in the solicitation and award of all Bids.

Scope of Work
Project # 2019-01

Project

Introduction: The Klamath Tribes Housing Department invites bids to do interior work on a tribal unit located at 307 South LaLakes St. Chiloquin, OR 97624. Work involves the installation of a new electric furnace in the attic space, programmable thermostat and new ductwork. Bidders are invited to submit a bid that exhibits a work plan showing your qualifications and experience that meet our requirements and can complete the project in a realistic and timely manner.

Questions - Contact Jackie Wilson at 541-783-2219 ext. 193 or email jackie.jackson@klamathtribes.com.

Provide an estimated or exact material and labor cost for each item on the Cost Consideration. (Attachment 2)

Pre Bid Meeting at Project Site:

The purpose of the Pre Bid Meeting is to allow prospective contractor's to view the project and speak with the KTHD Project Manager in order to give a realistic and accurate bid.

- **The Project site is 307 South LaLakes St. Chiloquin, OR 97624. The date to view the project is March 22, 2019 at 10:00 AM.**
- **Jackie Wilson is the Project Manager for KTHD and KTHD is the homeowner.**
- Email: jackie.jackson@klamathtribes.com, or telephone 541-783-2219, ext. 193.
- Bids must be as realistic and accurate as possible.
- **Permitting:** The Contractor is solely responsible to obtain all permits required for this project including but not limited to: Building and Trade permits from Klamath County and all other City, State, and Federal permits required. The Contractor is responsible for supplying documentation necessary to the permitting authorities.
- U.S. Department for Housing and Urban Development and Davis-Bacon Regulations apply to any trades work performed on site. **This is a Davis Bacon Wage job.** (Attachment 7- Wage Determination)

Detailed Project List

Bidders must provide the Material and Labor cost for each item on the Contractor Cost Estimate Form (Attachment 2)

Installation of new furnace:

1. **Install new electric furnace in attic space.**
2. **Programmable thermostat.**
3. **New ductwork.**
4. **Any needed electrical.**
5. **Must provide materials required to install the equipment**
6. **Removal and disposal of old equipment (where applicable) and used materials.**

Permits:

Obtain any required County and City of Chiloquin permits.

Other Work:

If a bidder has identified a repair/replacement that is not listed in the Scope of Work, Detailed Project List which the Bidder feels is required to complete the project, Bidder should ask at the Pre-Bid meeting, or submit questions by email to Jackie Wilson on or before the deadline for questions.

**Contractor Cost Estimate Form
Project # 2019-01**

1. Install new electric furnace in attic space with the following:

- Programmable thermostat.
- New ductwork.
- Any needed electrical.
- Must provide materials required to install the equipment
- Removal and disposal of old equipment (where applicable) and used materials.

Materials	\$
Labor	\$

2. Permits:

Permit Costs	\$
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Total Materials	\$
Total Labor for full job	\$
Total Bid	\$

X
Bidder's Initials

Special Conditions
Project # 2019-01

1. Time Deadline:
Time deadline is negotiable and must be done before the contract is signed.
Delivery deadline, weather permitting, from date the contract is signed with \$100.00 per day liquidated damages assessed for all days over the contract deadline.
2. All contractors and his/her subcontractor must adhere to the following:
 - a) Certified Payroll Forms (wh347)
 - b) HUD Form 5369, Instructions to Bidders for Contracts Public and Indian Housing Programs.
 - c) HUD 5369-A, Representations Certifications and other Statements of Bidders
 - d) HUD5370-EZ General Contract Conditions (small construction/development contracts greater than \$2,000 but not more than \$150,000)
(HUD documents can be found at www.HUD.gov)
3. The Klamath Tribes reserves the right to reject any and all bids, or to waive any formalities or irregularities in the solicitation.
4. Any deviation from the Scope of Work must be approved in writing, by the Klamath Tribes Housing Department.

Bidder's Initial's: _____

**Competitive Bid Form Checklist
Project 2019-01**

Company Name:

Address:

Total Bid Amount:

This Checklist is for Bidder’s use in submitting the Bid. Please note some items can be provided at time of contract for selected Bidder.

#	Description (All information provided must be current)	Y	N	If selected
1	A signed and notarized Non-Collusive Affidavit is enclosed with Bid			
2	Copy of Federal TIN/EIN ID is enclosed with Bid. Number is:			
3	Copy of State Corporation Registry is enclosed with Bid. Number is:			
4	Copy of Contractor’s License (CCB) is enclosed with Bid. Number is:			
5	A copy of current Certificate of Insurance (COI) listing Klamath Tribes Housing Department as a certificate holder is enclosed with the Bid.			
6	A copy of Workman’s Compensation Insurance coverage is enclosed with the Bid. This does not apply to working partnership(s).			
7	A copy of signed Partnership Agreement is enclosed. Applicable only to partnerships.			
8	Notarized Power of Attorney authorizing an individual to act as an agent for the said company. (Copy)			
9	Attachments 1-3 have been reviewed. Any required signed and provided with Bid			
10	The Contractor(s) Cost Form (Attachment 2) is enclosed with cost estimates.			
11	It is understood, that Bid may be eliminated if required documents are not provided.			

X
Bidder's Initials

Non-Collusive Affidavit
Project 2019-01

State of _____)
_____)
County of _____)

_____ being first duly sworn depose and says:

That I am _____
(Owner, Partner or Officer of the firm)

The party making the foregoing proposal or bid that such proposal or bid is genuine and not collusive of sham. That said Bidder has not colluded, conspired, connived or agreed directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion or communication of conference with any person to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit or cost element of said bid price or that any other bidder, or to secure any advantage against The Klamath Tribes or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

X

Individual, Partner, Corporation

Subscribed and sworn to before me this _____ day of _____, 2019.

X

Notary Public for State of Oregon

My Commission expires: _____

(Seal)

Reference Form

Company:
Address:
City: State: Zip:
Telephone:
Email:

Company:
Address:
City: State: Zip:
Telephone:
Email:

Company:
Address:
City: State: Zip:
Telephone:
Email:

Wage Determination Sheet
Project # 2019-01 Heater

General Decision Number: OR190007 01/04/2019 OR7 Superseded General Decision Number: OR20180007
 State: Oregon Construction Type: Residential County: Klamath County in Oregon. RESIDENTIAL
 CONSTRUCTION PROJECTS (consisting of single family homes and apartments up to and including 4 stories).
 Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.60 for calendar year 2019 applies to
 all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued)
 on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any
 classification listed on this wage determination at least \$10.60 per hour (or the applicable wage rate listed on
 this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2019. If
 this contract is covered by the EO and a classification considered necessary for performance of work on the
 contract does not appear on this wage determination, the contractor must pay workers in that classification at
 least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO
 minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be
 adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by
 the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts
 subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional
 information on contractor requirements and worker protections under the EO is available at
www.dol.gov/whd/govcontracts.

Modification Number Publication Date

0 01/04/2019

* CARP0001-020 07/01/2018

	Rates	Fringes
Carpenters:		
Including Form Work-Multi Unit.....	\$28.61	12.54
Including Form Work-Single Unit.....	\$ 26.29	12.54

 ELECO659-009 01/01/2018

	Rates	Fringes
ELECTRICIAN.....	\$25.65	13.02

 ENGI0701-018 01/01/2018

	Rates	Fringes
POWER EQUIPMENT OPERATOR		
GROUP 2.....	\$ 39.74	14.35
GROUP 3.....	\$ 38.59	14.35
GROUP 4.....	\$ 37.51	14.35
GROUP 5.....	\$ 36.27	14.35
GROUP 6.....	\$ 33.05	14.35

POWER EQUIPMENT OPERATORS CLASSIFICATIONS

GROUP 2: BULLDOZERS: Bulldozer operator over 120,000 lbs. and above; Bulldozer operator, twin engine;
 Bulldozer Operator, tandem, quadnine, D10, D11, and similar type; LOADERS: Loader operator, 120,000 lbs.

and above; HYDRAULI HOES-EXCAVATOR: Excavator over 130,000 lbs.; Blade Operator-Robotic; Rubber tired scraper with tandom scrapers, multi-engine

GROUP 3: BULLDOZERS: Bulldozer operator, over 70,000 lbs. up to and including 120,000 lbs.; HYDRAULIC HOES-EXCAVATOR: excavator over 80,000 lbs. through 130,000 lbs.; LOADERS: Loader operator 60,000 and less than 120,000; Rubber Tired Scraper: with tandom scrapers; self-loading, paddle wheel, auger type, finish and/or 2 or more units.

GROUP 4: BULLDOZERS: Bulldozer Operator over 20,000 lbs. and more than 100 horse up to 70,000 lbs.; HYDRAULIC HOES EXCAVATOR/TRACKHOE: Robotic Hydraulic backhoe operator, track and wheel type up to and including 20,000 lbs. with any or all attachments; Excavator Operator over 20,000 lbs. through 80,000 lbs.; LOADERS: Loaders Operator, front end and overhead, 25,000 lbs. and less than 60,000 lbs.; Rubber-tired dozers; Asphalt Paver; Screed Operator; Blade Operator; Rubber-Tired Scraper, single engine, single scraper.

GROUP 5: Roller Operator; BULLDOZERS: Bulldozer operator, 20,000 lbs. or less or 100 horse or less; HYDRAULIC HOES EXCAVATORS/TRACKHOE: Hydraulic Backhoe Operator, wheel type (Ford, John Deere, Case type); Hydraulic Backhoe Operator track type up to and including 20,000 lbs.; LOADERS: Loaders, rubber-tired type, less than 25,000 lbs.; Concrete Pumper; Concrete Paver

GROUP 6: LOADERS: (less than 1 cu yd.); Roller (Non-Asphalt)

Zone Differential (add to Zone 1 rates):

Zone 2 - \$3.00

Zone 3 - \$6.00

For the following metropolitan counties: MULTNOMAH; CLACKAMAS; MARION; WASHINGTON; YAMHILL; AND COLUMBIA; CLARK; AND COWLITZ COUNTY, WASHINGTON WITH MODIFICATIONS AS INDICATED:

All jobs or projects located in Multnomah, Clackamas and Marion Counties, West of the western boundary of Mt. Hood National Forest and West of Mile Post 30 on Interstate 84 and West of Mile Post 30 on State Highway 26 and West of Mile Post 30 on Highway 22 and all jobs or projects located in Yamhill County, Washington County and Columbia County and all jobs or projects located in Clark & Cowlitz County, Washington except that portion of Cowlitz County in the Mt. St. Helens "Blast Zone" shall receive Zone I pay for all classifications.

All jobs or projects located in the area outside the identified boundary above, but less than 50 miles from the Portland City Hall shall receive Zone II pay for all classifications. All jobs or projects located more than 50 miles from the Portland City Hall, but outside the identified border above, shall receive Zone III pay for all classifications. For the following cities: ALBANY; BEND; COOS BAY; EUGENE; GRANTS PASS; KLAMATH FALLS; MEDFORD; ROSEBURG All jobs or projects located within 30 miles of the respective city hall of the above mentioned cities shall receive Zone I pay for all classifications. All jobs or projects located more than 30 miles and less than 50 miles from the respective city hall of the above mentioned cities shall receive Zone II pay for all classifications. All jobs or projects located more than 50 miles from the respective city hall of the above mentioned cities shall receive Zone III pay for all classifications.

LABO0737-005 06/01/2018

	Rates	Fringes
Laborers: (Mason Tender-Cement/Concrete).....	\$ 29.70	13.82

LABO0737-009 06/01/2013

	Rates	Fringes
Laborers: GENERAL LABORER.....	\$ 26.09	12.85

PLAS0555-003 06/01/2018

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 34.93	18.17

TEAM0037-008 06/01/2017

	Rates	Fringes
Truck drivers:		
GROUP 1.....	\$ 27.94	14.37
GROUP 2.....	\$ 28.06	14.37
GROUP 3.....	\$ 28.19	14.37
GROUP 4.....	\$ 28.46	14.37
GROUP 5.....	\$ 28.68	14.37
GROUP 6.....	\$ 28.85	14.37
GROUP 7.....	\$ 29.05	14.37

TRUCK DRIVERS CLASSIFICATIONS

GROUP 1: Dump trucks, side, end and bottom dumps: up to and including 10 cu. yds.

GROUP 2: Dump trucks/articulated dumps 6 cu to 10 cu.

GROUP 3: Dump trucks, side, end and bottom dumps: over 10 cu. yds. and including 30 cu. yds. includes articulated dump trucks

GROUP 4: Dump trucks, side, end and bottom dumps: over 30 cu. yds. and including 50 cu. yds. and includes articulated dump trucks

GROUP 5: Dump trucks, side, end and bottom dumps: over 50 cu. yds. and including 60 cu. yds. and includes articulated dump trucks

GROUP 6: Dump trucks, side, end and bottom dumps: over 60 cu. yds. and including 80 cu. yds. and includes articulated dump trucks

GROUP 7: Dump trucks, side, end and bottom dumps: over 80 cu. yds. and including 100 cu. yds. includes articulated dump trucks

SUOR2009-005 10/16/2009

	Rates	Fringes
ROOFER.....	\$ 14.41	0.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.
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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts. Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate). Union Rate Identifiers a four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014. Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate. Survey Rate Identifiers Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier. Survey wage rates are not updated and remain in effect until a new survey is conducted. Union Average Rate Identifiers Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier. A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on
A wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the

Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor

200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION