

GUIDANCE FOR DAVIS BACON COMPLIANCE

As the recipient of a State Revolving Fund loan you are required to comply with the Davis-Bacon Act prevailing wage requirements. Davis-Bacon Act requirements apply to construction projects. Laborers and mechanics employed by your construction contractors must be paid the federal prevailing wage. This checklist will help you keep track of Davis- Bacon requirements and milestones throughout the life of your project.

X	Who	Action
Advertisement and bidding		
	Contracting Officer	Include the correct Davis-Bacon Wage Determination in the bid package.
	Contracting Officer	Ten days before bid opening, check for an updated wage determination. If an updated wage determination is published ten days prior to bid opening, update the bid package to include the updated wage.
	Contracting Officer	If bid opening is postponed, recheck to see if an updated wage determination has been published.
Award of contract		
	Contracting Officer	If the contract is not awarded within 90 days of the bid opening, update the wage determination in the awarded contract with the most current one.
Construction		
	Funding Recipient	Invite DOEE CWC staff to the pre-construction site meeting.
	DOEE CWC Staff	Explain the Davis-Bacon requirements at the pre-construction site meeting and answer any questions.
	Prime Contractor	Alert all sub-contractors to the Davis Bacon requirements; include the wage determination and required Davis-Bacon language in all subcontracts; and require that sub-contractors submit certified payrolls.
	Construction (Sub) Contractor	Pay all laborers and mechanics on the job and hourly wage equal to or greater than the Davis-Bacon prevailing wage rate.
	Construction (Sub) Contractor	Document the value of any fringe benefits if the fringe benefits represent part of the prevailing wage.
	Construction (Sub) Contractor	Submit weekly certified payrolls to the Funding Recipient and/or DOEE CWC staff within a week after payroll distribution. The certification statement on the payrolls must be signed.
	Construction (Sub) Contractor	Post the wage determination and Davis-Bacon information posters on the job site.
	Construction (Sub) Contractor	Provide DOEE CWC Staff with weekly or bi-weekly construction schedule that details the type of work to be performed and the subcontractors who will be performing that work.
	Funding Recipient or DOEE CWC Staff	Conduct wage rate interviews to ensure that the correct wages are being paid to the laborers and mechanics on the project.
	Funding Recipient or DOEE CWC Staff	Spot check certified payrolls and wage rate interviews against the applicable Davis Bacon wage rate determination, taking note of any inconsistencies. Follow-up with laborer, prime contractor, and the department of Labor, as required by the circumstance.