SECOND AMENDMENT

CONTRACTUAL AGREEMENT
BETWEEN THE GOVERNMENT OF GUAM AND
ELIM PACIFIC MINISTRIES (DBA OASIS EMPOWERMENT CEN

A OASIS EMPOWERMENT CENTER AGENCY FOR STREET OF THE STREET OF THE ATMENT

OUTPATIENT AND INTENSIVE OUTPATIENT SUBSTANCE TREATMENT FOR ADULT MALES AND FEMALES DMHSA RFP 08-2013

This AGREEMENT is by and between the GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER, (GBHWC), an agency of the GOVERNMENT OF GUAM, whose office address is 790 Governor Carlos G. Camacho Road, Tamuning, Guam 96913, Territory of Guam, (hereinafter called Government) and ELIM PACIFIC MINISTRIES, doing business as OASIS EMPOWERMENT CENTER, (hereinafter called Contractor) whose office address is 556 East Marine Corps Drive, Hagatna, Guam 96910.

WHEREAS, a contractual agreement was entered into between the Government and Contractor on August 11, 2014 that engaged the professional services of Contractor for the purpose of rendering Level I and Level II Outpatient and Intensive Outpatient Substance Treatment for Adult Males and Females; and

WHEREAS, Government desires to renew the term of the Agreement pursuant to SECTION III.A CONTRACT TERM of the original agreement for the second (2nd) of a two (2) additional one (1) year periods, upon the option of Government and subject to the appropriation, allocation and availability of funds; and

NOW THEREFORE, Government and Contractor, in consideration of mutual covenant hereinafter set forth, agree as follows:

I. AMENDMENT TO CONTRACT TERM, SECTION III.A

The Government exercises its second renewal option for a subsequent one (1) year term, commencing on October 1, 2015 and expiring September 30, 2016 and subject to availability of funds, as provided in SECTION III A of the original agreement.

II. AMENDMENT TO COMPENSATION, SECTION IV.A

Government will make available funding from FY2016 local appropriations and FY 2015 SAPT federal grant to compensate Contractor for services performed pursuant to Section IV of the original agreement shall be in the amount not to exceed SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$75,000.00) per fiscal year with a not-to-exceed monthly payment in the amount of Six Thousand Two Hundred Fifty and No/100 Dollars (\$6,250.00) for not less than twelve (12) on Level I and eight (8) on Level II for a minimum of 20 consumers on Level I and Level II per month at any given time upon clearances of monthly invoices to GBHWC, however subject to the availability of funds and satisfactory performance from Contractor. No additional costs are allowable without prior written approval by GBHWC. Any cost above the agreed upon amounts shall be at the expense of the Contractor.

C140601502

III. AMENDMENT TO WAGE AND BENEFIT COMPLIANCE, SECTION V.H (c)

In accordance to Section V.H (c), the most recent wage determination issued July 08, 2015 (Wage Determination No. 2005-2147, Revision 18) is applicable to this second amendment and attached hereto.

All other terms and conditions in the original contract remain unchanged and in full effect.

IN WITNESS WHEREOF, the parties have entered into this agreement on the dates indicated by their respective names.

their respective names.	
THE CONTRACTOR:	THE GOVERNMENT OF GUAM:
Robert J. Zimmerman, Executive Director Elim Pacific Ministries, dba Oasis Empowerment Date: CERTIFIED FUNDS AVAILABLE: Benny A. Pinaula, Certifying Officer Date: Account No.: 5100A162300GA015290 Amount No.: \$50,920.50 (P.L.33-66) Account No.: 5101H152310SE105230 (SAPT Grant Amount No.: \$24,079.50 Vendor No.: \$9426001, 00081905 Period Covering: 10/01/2015 to 09/30/2016	REY M. VEGA, Director Guam Behavioral Health and Maragement Research Date: APPROVED: BMR'S Wanagement Research Date: OCT 1 9 2015 Award #3B08TI010014-15S1)

APPROVED AS TO LEGALITY AND FORM:

Elizabeth Barrett-Anderson, Attorney General of Guam

APPROVED:

(

Governmen Guam Date: 2015 DEPARTMENT OF ADMINISTRATION
DIVISION OF ACCOUNTS

Registration Date /1/16/2018

Registrated No. C/48681502
VELOCAL
HOCK No. COOSTACS PRINCED 2 | NCREDES

Registered By // 11/18/2016



WD 05-2147 (Rev.-18) was first posted on www.wdol.gov on 07/14/2015

REGISTER OF WAGE DETERMINATIONS UNDER | By direction of the Secretary of Labor |

U.S. DEPARTMENT OF LABOR THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210

| Wage Determination No.: 2005-2147

Daniel W. Simms Director

Division of Wage Determinations

Date Of Revision: 07/08/2015

Revision No.: 18

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Service Contract Act for which the solicitation is 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 \$10.10 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

States: Guam, Northern Marianas, Wake Island

Area: Guam Statewide

Northern Marianas Statewide

Wake Island Statewide

Fringe Benefits Required Follow the Occupational Listing	
OCCUPATION CODE - TITLE FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	12.50
01012 - Accounting Clerk II	13.53
01013 - Accounting Clerk III	15.59
01020 - Administrative Assistant	17.67
01040 - Court Reporter	15.38
01051 - Data Entry Operator I	10.48
01052 - Data Entry Operator II	11.99
01060 - Dispatcher, Motor Vehicle	13.06
01070 - Document Preparation Clerk	12.25
01090 - Duplicating Machine Operator	12.25
01111 - General Clerk I	10.29
01112 - General Clerk II	11.28
01113 - General Clerk III	12.32
01120 - Housing Referral Assistant	17.15
01141 - Messenger Courier	10.12
01191 - Order Clerk I	11.23
01192 - Order Clerk II	12.25
01261 - Personnel Assistant (Employment) I	14.33
01262 - Personnel Assistant (Employment) II	14.90
01263 - Personnel Assistant (Employment) III	16.48
01270 - Production Control Clerk	18.34
01280 - Receptionist	9.67
01290 - Rental Clerk	11.10
01300 - Scheduler, Maintenance	13.75

11/12/2015	www.undol.gov/undol/gov/files/cht/05-2147-bt	
	www.wdol.gov/wdol/scafiles/std/05-2147.bt	10 75
	- Secretary I	13.75
	- Secretary II	15.38
	- Secretary III	17.15
	- Service Order Dispatcher	11.57
	- Supply Technician	17.67
	- Survey Worker - Travel Clerk I	15.26
	- Travel Clerk II	11.61
	- Travel Clerk III	12.57
	- Word Processor I	13.44 12.25
	- Word Processor II	13.75
	- Word Processor III	15.38
	Automotive Service Occupations	10.30
	- Automobile Body Repairer, Fiberglass	13.34
	- Automobile Body Repailer, Fibergrass	13.06
	- Automotive Glass Installer	12.10
	- Automotive Worker	12.10
	- Mobile Equipment Servicer	8.59
	- Motor Equipment Metal Mechanic	13.06
	- Motor Equipment Metal Worker	12.10
	- Motor Vehicle Mechanic	13.06
	- Motor Vehicle Mechanic Helper	10.12
	- Motor Vehicle Upholstery Worker	12.10
	- Motor Vehicle Wrecker	12.10
	- Painter, Automotive	12.37
	- Radiator Repair Specialist	12.10
	- Tire Repairer	7.81
	- Transmission Repair Specialist	12.10
	Food Preparation And Service Occupations	
	- Baker	10.47
07041	- Cook I	9.54
07042	- Cook II	11.78
07070	- Dishwasher	7.25
07130	- Food Service Worker	7.78
07210	- Meat Cutter	11.86
	- Waiter/Waitress	7.59
	Furniture Maintenance And Repair Occupations	
	- Electrostatic Spray Painter	14.38
	- Furniture Handler	8.85
	- Furniture Refinisher	14.38
	- Furniture Refinisher Helper	10.66
	- Furniture Repairer, Minor	12.51
	- Upholsterer	14.38
	General Services And Support Occupations	
	- Cleaner, Vehicles	8.23
	- Elevator Operator	8.23
	- Gardener	10.99
	- Housekeeping Aide	8.33
	- Janitor	8.23
	- Laborer, Grounds Maintenance	9.14
	- Maid or Houseman	7.25
	- Pruner	8.23
	- Tractor Operator - Trail Maintenance Worker	10.33
	- Trail Maintenance worker - Window Cleaner	9.14
	Health Occupations	9.14
	- Ambulance Driver	15.81
12010	WINDSTRICE DITACT	10.01
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11/12/2015	www.wdol.gov/wdol/scafiles/std/05-2147.bt	
12011 -	Breath Alcohol Technician	15.81
12012 -	Certified Occupational Therapist Assistant	21.70
12015 -	Certified Physical Therapist Assistant	21.70
	Dental Assistant	13.20
	Dental Hygienist	29.85
	EKG Technician	23.96
	Electroneurodiagnostic Technologist	23.96
	Emergency Medical Technician	15.81
	Licensed Practical Nurse I	14.14
	Licensed Practical Nurse II	15.81
	Licensed Practical Nurse III	17.63
	Medical Assistant	11.54
	Medical Laboratory Technician	14.14
	Medical Record Clerk	11.82
	Medical Record Technician	13.59
	Medical Transcriptionist	14.14
	Nuclear Medicine Technologist	34.75
	Nursing Assistant I	10.03
	Nursing Assistant II	11.30
	Nursing Assistant III	12.31
	Nursing Assistant IV Optical Dispenser	13.84 15.81
	Optical Technician	14.14
	Pharmacy Technician	13.41
	Phlebotomist	13.84
	Radiologic Technologist	22.64
	Registered Nurse I	20.70
	Registered Nurse II	25.32
	Registered Nurse II, Specialist	25.32
	Registered Nurse III	30.64
	Registered Nurse III, Anesthetist	30.64
	Registered Nurse IV	36.72
	Scheduler (Drug and Alcohol Testing)	19.59
	nformation And Arts Occupations	
13011 -	Exhibits Specialist I	15.06
13012 -	Exhibits Specialist II	18.66
13013 -	Exhibits Specialist III	22.83
13041 -	Illustrator I	15.06
13042 -	Illustrator II	18.66
13043 -	Illustrator III	22.83
13047 -	Librarian	20.66
	Library Aide/Clerk	12.00
13054 -	Library Information Technology Systems	18.66
Adminis		
	Library Technician	15.06
	Media Specialist I	13.46
	Media Specialist II	15.06
	Media Specialist III	16.80
	Photographer I	12.82
	Photographer II	14.32
	Photographer III	17.75
	Photographer IV	21.73
	Photographer V	26.30
	Video Teleconference Technician	12.91
	nformation Technology Occupations	10.65
	Computer Operator I	13.65
14042 -	Computer Operator II	15.76

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	- Computer Operator III		17.56
	- Computer Operator IV		19.50
	- Computer Operator V		21.81
			15.73
			19.50
			23.84
	-	(see 1)	
		(see 1)	24.23
		(see 1)	
		(see 1)	
	- Peripheral Equipment Operator		13.65
	- Personal Computer Support Technician		19.50
	Instructional Occupations		
	- Aircrew Training Devices Instructor (Non-Rated)		24.23
	- Aircrew Training Devices Instructor (Rated)		29.32
	- Air Crew Training Devices Instructor (Pilot)		33.30
	- Computer Based Training Specialist / Instructor		24.23
15060	- Educational Technologist		22.82
15070	- Flight Instructor (Pilot)		33.30
15080	- Graphic Artist		20.47
15090	- Technical Instructor		17.65
15095	- Technical Instructor/Course Developer		21.58
15110	- Test Proctor		13.87
15120	- Tutor		13.87
16000 -	Laundry, Dry-Cleaning, Pressing And Related Occup	ations	
16010	- Assembler		8.08
16030	- Counter Attendant		8.08
16040	- Dry Cleaner		9.34
16070	- Finisher, Flatwork, Machine		8.08
16090	- Presser, Hand		8.08
16110	- Presser, Machine, Drycleaning		8.08
	- Presser, Machine, Shirts		8.08
16160	- Presser, Machine, Wearing Apparel, Laundry		8.08
	- Sewing Machine Operator		9.86
16220	- Tailor		10.33
16250	- Washer, Machine		8.46
19000 -	Machine Tool Operation And Repair Occupations		
19010	- Machine-Tool Operator (Tool Room)		14.49
19040	- Tool And Die Maker		18.20
21000 -	Materials Handling And Packing Occupations		
21020	- Forklift Operator		12.49
21030	- Material Coordinator		18.34
21040	- Material Expediter		18.34
	- Material Handling Laborer		10.65
	- Order Filler		9.66
21080	- Production Line Worker (Food Processing)		12.49
	- Shipping Packer		13.33
	- Shipping/Receiving Clerk		13.33
	- Store Worker I		13.23
	- Stock Clerk		18.58
	- Tools And Parts Attendant		12.49
	- Warehouse Specialist		12.49
	Mechanics And Maintenance And Repair Occupations		
	- Aerospace Structural Welder		20.69
	- Aircraft Mechanic I		19.70
	- Aircraft Mechanic II		20.69
23023	- Aircraft Mechanic III		21.74

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	23040 - Aircraft Mechanic Helper	13.70
٠	23050 - Aircraft, Painter	18.50
	23060 - Aircraft Servicer	16.09
	23080 - Aircraft Worker	17.38
	23110 - Appliance Mechanic	14.49
	23120 - Bicycle Repairer	9.74
	23125 - Cable Splicer	15.43
	23130 - Carpenter, Maintenance	13.00
	23140 - Carpet Layer	13.55
	23160 - Electrician, Maintenance	14.99
	23181 - Electronics Technician Maintenance I	14.72
	23182 - Electronics Technician Maintenance II	15.05
	23183 - Electronics Technician Maintenance III	18.31
	23260 - Fabric Worker	12.60
	23290 - Fire Alarm System Mechanic	15.43
	23310 - Fire Extinguisher Repairer	11.67
	23311 - Fuel Distribution System Mechanic	15.43
	23312 - Fuel Distribution System Operator	13.01
	23370 - General Maintenance Worker	11.95
	23380 - Ground Support Equipment Mechanic	19.70
	23381 - Ground Support Equipment Servicer	16.09
	23382 - Ground Support Equipment Worker	17.38
	23391 - Gunsmith I 23392 - Gunsmith II	11.67
	23392 - Gunsmith III	13.55 15.43
	23410 - Heating, Ventilation And Air-Conditioning	15.76
	Mechanic	13.70
	23411 - Heating, Ventilation And Air Contditioning	16.55
	Mechanic (Research Facility)	10.55
	23430 - Heavy Equipment Mechanic	15.15
	23440 - Heavy Equipment Operator	13.73
	23460 - Instrument Mechanic	15.43
	23465 - Laboratory/Shelter Mechanic	14.49
	23470 - Laborer	10.65
	23510 - Locksmith	14.49
	23530 - Machinery Maintenance Mechanic	17.38
	23550 - Machinist, Maintenance	15.43
	23580 - Maintenance Trades Helper	9.92
	23591 - Metrology Technician I	15.43
	23592 - Metrology Technician II	16.41
	23593 - Metrology Technician III	17.37
	23640 - Millwright	15.43
	23710 - Office Appliance Repairer	14.38
	23760 - Painter, Maintenance	13.55
	23790 - Pipefitter, Maintenance	15.32
	23810 - Plumber, Maintenance	14.38
	23820 - Pneudraulic Systems Mechanic	15.43
	23850 - Rigger	15.43
	23870 - Scale Mechanic	13.55
	23890 - Sheet-Metal Worker, Maintenance	15.21
	23910 - Small Engine Mechanic	13.55
	23931 - Telecommunications Mechanic I	19.01
	23932 - Telecommunications Mechanic II	19.76
	23950 - Telephone Lineman	18.24
	23960 - Welder, Combination, Maintenance	14.66
	23965 - Well Driller	15.43
	23970 - Woodcraft Worker	15.43

30040 - Civil Engineering Technician

30061 - Drafter/CAD Operator I

30062 - Drafter/CAD Operator II

30063 - Drafter/CAD Operator III

30064 - Drafter/CAD Operator IV

30081 - Engineering Technician I

21.93

17.49

19.56

20.74

24.21

14.62

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30082	- Engineering Technician II			16.41
	- Engineering Technician III			18.36
	- Engineering Technician IV			22.34
	- Engineering Technician V			27.83
	- Engineering Technician VI			33.66
	- Environmental Technician			21.10
	- Laboratory Technician			20.74
	- Mathematical Technician			23.34
	- Paralegal/Legal Assistant I			19.06
	- Paralegal/Legal Assistant II			21.53
	- Paralegal/Legal Assistant III			26.35
	- Paralegal/Legal Assistant IV			30.80
	- Photo-Optics Technician			21.93
	- Technical Writer I			22.17
	- Technical Writer II			27.10
	- Technical Writer III			32.79
	- Unexploded Ordnance (UXO) Technician I			22.74
	- Unexploded Ordnance (UXO) Technician II			27.51
	- Unexploded Ordnance (UXO) Technician III			32.97
	- Unexploded (UXO) Safety Escort			22.74
	- Unexploded (UXO) Sweep Personnel			22.74
		(see	2)	20.74
	ce Programs			
		(see	2)	23.00
	Transportation/Mobile Equipment Operation Occupat	ions		
	- Bus Aide			8.15
	- Bus Driver			9.69
	- Driver Courier			8.97
	- Parking and Lot Attendant			7.25
	- Shuttle Bus Driver			9.99
	- Taxi Driver			8.21
	- Truckdriver, Light			8.97
	- Truckdriver, Medium			11.61
	- Truckdriver, Heavy			12.48
	- Truckdriver, Tractor-Trailer			12.48
	Miscellaneous Occupations			- 46
	- Cashier			7.46
	- Desk Clerk			9.70
	- Embalmer			22.74
	- Laboratory Animal Caretaker I			16.24
	- Laboratory Animal Caretaker II			17.04
	- Mortician			22.74
	- Pest Controller			13.28
	- Photofinishing Worker			11.95
	- Recycling Laborer			10.76
	- Recycling Specialist			16.27
	- Refuse Collector			10.24
	- Sales Clerk			8.95
	- School Crossing Guard			15.03
	- Survey Party Chief			20.30
	- Surveying Aide			11.54
	- Surveying Technician			15.00
	- Vending Machine Attendant			20.19
	- Vending Machine Repairer			23.57
99842	- Vending Machine Repairer Helper			20.19

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; and 4 weeks after 3 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541. 400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

- (1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
- (2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
- (3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
- (4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at http://www.dol.gov/esa/whd/ or through the Wage Determinations On-Line (WDOL) Web site at http://wdol.gov/.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.