

MINIMUM PREVAILING WAGE REQUIREMENTS FEDERAL AID CONTRACTS CHECK LIST

DISTRIBUTION

- Did the prime contractor submit a [Request To Sublet Form, TP-21834 \(7/7/2006\)](#) for each subcontractor performing work under the contract to the project engineer for approval?
- Did the project engineer review the subcontracting forms submitted by the prime contractor to ensure compliance with [Section 1801](#) of the *2005 Mn/DOT Standard Specifications for Construction* and place the documents in the project file?
- Did the prime contractor, subcontractors and the project engineer review the contract federal wage decision(s) to determine if all applicable labor classifications are included in the decision(s)? If specific classifications of labor have not been included and assigned a wage rate, did the prime contractor complete and submit a [Request for Additional Classification & Wage Rate Form, SF-1444](#) to the Mn/DOT Labor Compliance Unit (LCU) for processing?

DISTRIBUTION

- Did the contractor erect a [poster board](#) that includes all applicable posters and wage rates and display that board in a conspicuous location on the project work site?
- Did the project engineer utilize a [payroll tracking system](#) to track the submission of weekly-certified payroll records from all contractors performing work under the contract?
- Did the prime contractor and all subcontractors performing work under the contract submit weekly payrolls, along with the required [Statement of Compliance Form, 21658 \(3-01\)](#) to the project engineer?
- Did the project engineer review the first two weekly-certified payrolls and a random one thereafter from each contractor performing work under the contract?
- Did the prime contractor, subcontractors, trucking entities and/or brokers performing hauling activities under the contract submit an [Independent Truck Owner/Operator \(ITO\)](#) and [Multiple Truck Owner \(MTO\) Month-End Trucking Report, TP-90550 \(7-05\)](#), along with the required [Statement of Compliance Form, TP-90551 \(7-05\)](#) to the project engineer?
- Did the project engineer review the first two month-end trucking reports and a random one thereafter from each contractor that performed hauling activities under the contract?
- Is the project engineer or inspector conducting monthly, random [employee interviews](#) for each contractor performing work under the contract?

FINAL

- Before issuing the final contract voucher, did the project engineer contact the [LCU](#) or review CMS to ensure that there are no outstanding prevailing wage issues associated with the contract?

For Additional Information and Resources:

<http://www.dot.state.mn.us/const/labor>