

TRANSCRIBER COVER SHEET

Instructions: Please complete this cover sheet, RFQ and all forms in the application packet and read the Statement of Work and Terms and Conditions, then complete the certificate below. Submit all forms with the cover sheet to sandy_nunes@cand.uscourts.gov. Must be received by 7/12/24 at 4:00 pm. Followed by a hard copy with original signatures mailed to USDC, 450 Golden Gate Ave., 16-1120, Attn: Sandy Nunes, San Francisco, CA 94102.

My Information:

Name:	Contact name (if different):
Street address:	Email:
City, state, zip:	Phone:
I hold the following certifications: <input type="checkbox"/> RPR <input type="checkbox"/> CSR <input type="checkbox"/> CCR <input type="checkbox"/> RMR. For NCRA/NVRA Certificate, provide Title, Registration Number & Date Received: For Other Certification provide name of grantor and city, state, for which conferred:	

Certification:

I hereby certify that I have reviewed the following documents provided to the public in support of the Solicitation.

By initialing each item and signing below, I certify that I understand and accept the terms and conditions of work set forth in these documents:

Initial each item:

_____ Statement of Work, including minimum qualifications

_____ Terms and Conditions

_____ Court's maximum transcript rates (cand.uscourts.gov/transcriptrates)

DATE:

SIGNATURE:

TRANSCRIBER REFERENCES

We require at least 3 professional references for whom you performed, within the past 3 years, transcription services similar to those described in the Statement of Work.

NAME:

Reference #1 Date range of work:

Reference name (Firm, company, court or individual)

Reference contact information

Name

Email

Telephone #

Contract # (if applicable)

Description of work:

Reference #2 Date range of work:

Reference name: (Firm, company, court or individual)

Reference contact information:

Name

Email

Telephone #

Contract #: (if applicable)

Description of work:

Reference #3 Date range of work:

Reference name: (Firm, company, court or individual)

Reference contact information:

Name

Email

Telephone #

Contract #: (if applicable)

Description of work:

TRANSCRIBER BUSINESS INFORMATION

If you are not registered in the System for Award Management (www.sam.gov), you must complete and return this form.

Taxpayer Identification Number (TIN)¹

"Taxpayer Identification (TIN)" means the number you will use in reporting income tax and other returns to the Internal Revenue Service (IRS). The TIN may be either a social security number or an employer identification number.

- My TIN is
- I have applied for a TIN and will provide it as soon as I receive it.

Type of Organization*

- Sole proprietorship
- Partnership
- Corporate entity (not tax-exempt)
- Other [specify]

Contractor Representations

I represent as part of my application that my business is is not 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

- Women Owned Business
- Minority Owned Business (if selected, then one sub-type is required)
 - Black American
 - Hispanic American
 - Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians)
 - Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
 - Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
- Individual/concern, other than one of the preceding (specify):

By signing below, I certify that the above information is complete and correct, and I understand that the provision of incorrect or incomplete information can be grounds for revocation of any contract that might result from my application.

NAME:

DATE:

SIGNATURE:

¹¹¹ The TIN and type of organization information to comply with debt collection requirements of 31 U.S.C. §§ 7701(c) and 3325(d), reporting requirements of 26 U.S.C. §§ 6041, 6041A, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, your failure or refusal to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

The TIN may be used by the government to collect and report on any delinquent amounts arising out of your relationship with the government (31 U.S.C. § 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of your TIN.

TRANSCRIPT PRICING SCHEDULE

Pricing applicable to work performed during the contract period shall be as shown below.

TRANSCRIPT PRICING	UNIT	UNIT PRICE
Ordinary Transcript	Page	
14-Day Transcript	Page	
Expedited (7-day) Transcript	Page	
3-day Transcript	Page	
Daily Transcript	Page	
Hourly Transcript	Page	

See <https://www.cand.uscourts.gov/transcriptrates> for further description of terms used in this chart.

I have reviewed the above pricing schedule and I offer to perform services for the United States District Court, Northern District of California on those terms if my response to the solicitation is approved.

NAME:

DATE:

SIGNATURE:

REQUEST FOR PROPOSAL – LICENSE FOR TRANSCRIPTION SERVICES

Issued by United States District Court for the Northern District of California

Proposals will be received by email to procurement@cand.uscourts.gov by **4:00 p.m. on 7/12/24**.

Contract Period is for 8/1/24 through 7/31/25. For information, contact Sandy Nunes (415-522-3639, sandy_nunes@cand.uscourts.gov).

OFFER

The offeror agrees to perform the work required at the prices specified herein in strict accordance with the terms of this solicitation, if the proposal is accepted by the Government in writing within 120 calendar days after the date that proposals are due.

Name of Vendor:

Name and Title of Person authorized to sign proposal (if different from Vendor name):

TIN No.:

DUNS No.:

Signature:

Date:

AWARD

This revocable, non-exclusive licensing agreement (hereinafter referred to as the “License”), is between the United States District Court (the “Court”), located at 450 Golden Gate Avenue, Rm. 16-1120, San Francisco, as administered by Mark Busby (“Clerk”) and “Vendor.” This writing, including all attachments, constitutes the entire agreement and supersedes any and all prior communications and/or agreements, oral or written, between the parties, concerning the subject matter of this License. This License can be amended only by a written instrument executed by both parties. Contract period is for August 1, 2024 through July 31, 2025.

FOR THE UNITED STATES OF AMERICA

Name of Contracting Officer: Helene McVanner

Signature of Contracting Officer:

Award Date:

REQUEST FOR VENDOR INFORMATION AND TIN CERTIFICATION

Refer to the instructions page for further information on completing this form.

*Note: Typed forms and forms that include a populated Type of Vendor may result in more efficient and precise processing. **For handwritten forms, please see the General Instructions for the list of options for the Type of Vendor, Part 5 - U.S. Tax Classification, and Part 8 - Account Type drop down menus.*****Type of Vendor****Intern vendors only (effective end date):****Part 1 Payee Information**

Line 1. Payee Name:

Line 2. Additional payee information: *(if applicable)***Part 2 Business Name (if different from above)****Part 3 Enter only *one* TIN in the appropriate box.** The TIN must match the name given in Part 1, Line 1.EIN: - or SSN: - -**Part 4 SAM UEI # (if applicable)****Part 5 **Select the appropriate U.S. tax classification for person or entity listed in Part 1, Line 1.****Part 6 Mailing Address (where payments, orders, and IRS 1099 forms, as applicable, will be sent)**

Street address:

City: State: Zip code:

Point of Contact *(if different from Part 1, Line 1 above)* Name:Phone #: *(no dashes)* Email address:**Part 7 Additional Address Information (if different from above)**

Street address:

City: State: Zip code:

Part 8 Electronic Funds Transfer (EFT) Information

Owner(s) name as it appears on bank account:

Bank Name:

****Select an Account Type:** Routing # (9 digits):Account Number: *(do not include check number)***Part 9 Certification****Under penalties of perjury, I certify that:**

1. The number shown on this form is my correct taxpayer identification number; and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined in the instructions).

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature: _____ Date: _____

Sensitive information must be securely maintained and only visible to designated staff.

General Instructions

Purpose of the AO 213: The Judiciary utilizes the AO 213 to collect information necessary to facilitate payment. For many payments, the Judiciary is required to file an information return (e.g., 1099-MISC; 1099-NEC; 1099-INT) with the IRS and, therefore, must obtain payees' correct names and associated TINs to do so. If a TIN is not provided, a payee may be subject to backup withholding – situations where the Judiciary must withhold a certain percentage to ensure the IRS receives any tax due on the payment.

Payments disbursed by the Treasury on the Judiciary's behalf must collect payee TINs to comply with the Treasury's TIN Policy.

Payee TINs, obtained through this form, may be used by the government to collect and report on any delinquent amounts arising out of the payee's relationship with the government.

****Vendor Type:** Select the option from the Vendor Type drop down menu that most accurately reflects current business operations or type of individual requiring a payment from the Judiciary.

The following are the available choices for this drop down menu:

- Billing/Accounts Receivable
- Business Entity
- Court Reporter
- Fed Pub Defender
- Intern
- Juror
- Other

Intern vendors, enter the effective end date only if intern vendor is selected in the Type of Vendor drop down.

Part 1, Line 1

Do not leave this line blank. Enter only one name for you or your entity. The name should match the name on your or your entity's U.S. tax return.

Name or Entity	Instructions
Individual	Enter the name shown on your U.S. tax return. If you have changed your last name without informing the Social Security Administration of the name change, enter your first name, the last name as shown on your social security card, and your new last name. For Individual Taxpayer Identification Number (ITIN) applicants, enter your name as it was entered on your IRS form W-7 application, line 1a.
Sole Proprietor or Single Member LLC	Enter the name shown on the IRS 1040/1040A/1040EZ. You may enter your business name or "doing business as" (DBA) name in Part 2, as applicable.
Partnership, LLCs, or Corporations (except Single-Member LLCs)	Enter entity name as shown on the entity's U.S. tax return in Part 1. You may enter your business name or "doing business as" (DBA) name in Part 2, as applicable.
Medical and Healthcare Providers	Enter the name shown on the IRS 1040/1040A/1040EZ. You may enter your business name or "doing business as" (DBA) name in Part 2, as applicable.
Other Entities (e.g., trusts, non-profit entities, government agencies)	Enter entity name as shown on the entity's U.S. tax return in Part 1. You may enter your business name or "doing business as" (DBA) name in Part 2, as applicable.

Part 1, Line 2

If this form is being completed so that payment may be payable to more than one person or entity, enter in Part 1, Line 1 the name of the person or entity whose TIN you entered in Part 3. Additional names (e.g., "and" or "or") or additional information for payments (e.g., "care of") must be entered in Part 1, Line 2.

If payments are to be made to . . .	Then enter the following . . .
Payee 1 AND Payee 2, co-owners of a joint account	Payee 1's name in Part 1, Line 1; Payee 2's name in Part 1, Line 2; Payee 1's name in Part 3.
Payee 1, Payee 2, AND Payee 3	Payee 1's name in Part 1, Line 1; Payee 2's name and Payee 3's name in Part 1, Line 2; Payee 1's name in Part 3.
Payee 1, Payee 2, OR Payee 3	Payee 1's name in Part 1, Line 1; Payee 2's name OR Payee 3's name in Part 1, Line 2; Payee 1's name in Part 3.
Payee 1, CARE OF (c/o) Power of Attorney	Payee 1's name in Part 1, Line 1; C/O Power of Attorney name in Part 1, Line 2; Payee 1's name in Part 3.

Part 2

If you have a business or DBA name, you may enter it in Part 2.

Part 3

Enter your or your entity's TIN in the appropriate box. The TIN must be the TIN associated with the one person or one entity listed in Part 1, Line 1. If you are a resident alien and you do not have – and are not eligible to get – an SSN, your TIN is your ITIN. Enter it in the social security number box. If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Part 4

If applicable, enter your 12 alpha-numeric SAM Unique Entity Identifier (SAM UEI).

Part 5

****U.S Tax Classification:** Select the appropriate box in Part 5 for the U.S. tax classification of the person or the entity's whose name is entered in Part 1.

The following are the available choices for this drop down menu:

- Attorney or Law Firm (including LLCs and corporations)
- C Corporation (non-health/medical care provider nor attorney/law firm)
- S Corporation (non-health/medical care provider nor attorney/law firm)
- Government Entity (fed, state, local)
- Individual
- LLC - C Corp (non-health/medical care provider nor attorney/law firm)
- LLC - S Corp (non-health/medical care provider nor attorney/law firm)
- LLC - Partnership (non-health/medical care provider nor attorney/law firm)
- Medical or Health Care Provider (including LLCs and Corporations)
- Non-Profit
- Partnership
- Single-member LLC
- Sole Proprietor
- Trust/Estate

Part 6

Enter your address (number, street, and apartment or suite number). This is where any information returns (e.g., 1099-MISC; 1099-NEC; 1099-INT), if applicable, will be mailed.

A point-of-contact (POC), email, and phone number may be entered, if desired. A POC must be entered should the POC differ from the entity or individual in Part 1, Line 1.

Part 7

If you have an additional address other than the address provided in Part 6, such as a physical address different from the mailing address for information returns, you may enter it here.

Part 8

The Routing Number must be nine digits. If you are unsure of your banking information, consult your financial institution.

****Account Type:** You must identify your account as either checking or savings to ensure our payment is accepted by your financial institution.

The following are the available choices for this drop down menu:

- Checking
- Savings

Part 9

You must cross out item 2 if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.

For item 3, you are considered a U.S. person, for federal tax purposes, if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in, or under the laws of, the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in 26 CFR 301.7701-7).

"REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Daniel W. Simms Division of
Director Wage Determinations

Wage Determination No.: 2015-5637
Revision No.: 26
Date Of Last Revision: 05/02/2024

Note: Contracts subject to the Service Contract Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658.

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022: determination,	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least \$17.20 per hour (or the applicable wage rate listed on this wage if it is higher) for all hours spent performing on the contract in 2024.
---	--

If the contract was awarded on or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022: determination,	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least \$12.90 per hour (or the applicable wage rate listed on this wage if it is higher) for all hours spent performing on the contract in 2024.
---	--

-

The applicable Executive Order minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the Executive Orders is available at www.dol.gov/whd/govcontracts.

State: California

Area: California Counties of San Francisco, San Mateo

OCCUPATION NOTE:

Janitor: The rate listed on this WD for the ""Janitor"" occupation applies only to San Mateo county. Please refer to WD 1974-1257 to obtain the wage rate and fringe benefits applicable to the ""Janitor"" occupation in San Francisco County.

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		23.78
01012 - Accounting Clerk II		26.69
01013 - Accounting Clerk III		29.85
01020 - Administrative Assistant		46.70
01035 - Court Reporter		62.05
01041 - Customer Service Representative I		20.32
01042 - Customer Service Representative II		22.17
01043 - Customer Service Representative III		24.88
01051 - Data Entry Operator I		21.43
01052 - Data Entry Operator II		23.38
01060 - Dispatcher, Motor Vehicle		29.13
01070 - Document Preparation Clerk		22.21
01090 - Duplicating Machine Operator		22.21
01111 - General Clerk I		20.58
01112 - General Clerk II		22.46
01113 - General Clerk III		25.22
01120 - Housing Referral Assistant		31.71
01141 - Messenger Courier		23.05
01191 - Order Clerk I		21.34
01192 - Order Clerk II		23.29
01261 - Personnel Assistant (Employment) I		24.85

01262 - Personnel Assistant (Employment) II	27.79
01263 - Personnel Assistant (Employment) III	30.98
01270 - Production Control Clerk	33.35
01290 - Rental Clerk	22.10
01300 - Scheduler, Maintenance	25.43
01311 - Secretary I	25.43
01312 - Secretary II	28.45
01313 - Secretary III	31.71
01320 - Service Order Dispatcher	28.67
01410 - Supply Technician	46.70
01420 - Survey Worker	28.86
01460 - Switchboard Operator/Receptionist	22.24
01531 - Travel Clerk I	24.40
01532 - Travel Clerk II	26.57
01533 - Travel Clerk III	29.01
01611 - Word Processor I	26.14
01612 - Word Processor II	29.33
01613 - Word Processor III	32.81
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	30.09
05010 - Automotive Electrician	30.12
05040 - Automotive Glass Installer	28.50
05070 - Automotive Worker	28.50
05110 - Mobile Equipment Servicer	25.13
05130 - Motor Equipment Metal Mechanic	31.76
05160 - Motor Equipment Metal Worker	28.50
05190 - Motor Vehicle Mechanic	31.76
05220 - Motor Vehicle Mechanic Helper	23.22
05250 - Motor Vehicle Upholstery Worker	26.88
05280 - Motor Vehicle Wrecker	28.50
05310 - Painter, Automotive	30.12
05340 - Radiator Repair Specialist	28.50
05370 - Tire Repairer	21.61
05400 - Transmission Repair Specialist	31.76
07000 - Food Preparation And Service Occupations	
07010 - Baker	20.93
07041 - Cook I	22.93
07042 - Cook II	26.00
07070 - Dishwasher	19.01
07130 - Food Service Worker	19.17
07210 - Meat Cutter	22.03
07260 - Waiter/Waitress	18.03
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	29.69
09040 - Furniture Handler	16.69***
09080 - Furniture Refinisher	24.84
09090 - Furniture Refinisher Helper	19.60
09110 - Furniture Repairer, Minor	22.16
09130 - Upholsterer	25.97
11000 - General Services And Support Occupations	

11030 - Cleaner, Vehicles	19.40
11060 - Elevator Operator	20.06
11090 - Gardener	28.97
11122 - Housekeeping Aide	20.81
11150 - Janitor	(see 1) 20.81
11210 - Laborer, Grounds Maintenance	22.29
11240 - Maid or Houseman	21.68
11260 - Pruner	20.05
11270 - Tractor Operator	26.77
11330 - Trail Maintenance Worker	22.29
11360 - Window Cleaner	23.13
12000 - Health Occupations	
12010 - Ambulance Driver	24.06
12011 - Breath Alcohol Technician	36.06
12012 - Certified Occupational Therapist Assistant	46.60
12015 - Certified Physical Therapist Assistant	44.92
12020 - Dental Assistant	30.33
12025 - Dental Hygienist	66.08
12030 - EKG Technician	43.42
12035 - Electroneurodiagnostic Technologist	43.42
12040 - Emergency Medical Technician	24.06
12071 - Licensed Practical Nurse I	32.24
12072 - Licensed Practical Nurse II	36.06
12073 - Licensed Practical Nurse III	40.22
12100 - Medical Assistant	28.74
12130 - Medical Laboratory Technician	38.31
12160 - Medical Record Clerk	31.02
12190 - Medical Record Technician	34.70
12195 - Medical Transcriptionist	27.36
12210 - Nuclear Medicine Technologist	85.55
12221 - Nursing Assistant I	17.58
12222 - Nursing Assistant II	19.78
12223 - Nursing Assistant III	21.58
12224 - Nursing Assistant IV	24.22
12235 - Optical Dispenser	28.22
12236 - Optical Technician	32.23
12250 - Pharmacy Technician	29.56
12280 - Phlebotomist	27.06
12305 - Radiologic Technologist	65.43
12311 - Registered Nurse I	49.13
12312 - Registered Nurse II	60.10
12313 - Registered Nurse II, Specialist	60.10
12314 - Registered Nurse III	72.70
12315 - Registered Nurse III, Anesthetist	72.70
12316 - Registered Nurse IV	87.14
12317 - Scheduler (Drug and Alcohol Testing)	44.69
12320 - Substance Abuse Treatment Counselor	29.86
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	25.70
13012 - Exhibits Specialist II	31.84

13013 - Exhibits Specialist III	38.94
13041 - Illustrator I	29.13
13042 - Illustrator II	36.10
13043 - Illustrator III	44.14
13047 - Librarian	45.42
13050 - Library Aide/Clerk	29.12
13054 - Library Information Technology Systems Administrator	41.01
13058 - Library Technician	29.38
13061 - Media Specialist I	29.59
13062 - Media Specialist II	33.11
13063 - Media Specialist III	36.89
13071 - Photographer I	24.67
13072 - Photographer II	27.60
13073 - Photographer III	34.16
13074 - Photographer IV	41.82
13075 - Photographer V	50.59
13090 - Technical Order Library Clerk	32.66
13110 - Video Teleconference Technician	31.24
14000 - Information Technology Occupations	
14041 - Computer Operator I	27.83
14042 - Computer Operator II	31.13
14043 - Computer Operator III	34.72
14044 - Computer Operator IV	38.58
14045 - Computer Operator V	42.72
14071 - Computer Programmer I	(see 2)
14072 - Computer Programmer II	(see 2)
14073 - Computer Programmer III	(see 2)
14074 - Computer Programmer IV	(see 2)
14101 - Computer Systems Analyst I	(see 2)
14102 - Computer Systems Analyst II	(see 2)
14103 - Computer Systems Analyst III	(see 2)
14150 - Peripheral Equipment Operator	27.83
14160 - Personal Computer Support Technician	38.58
14170 - System Support Specialist	43.12
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	46.95
15020 - Aircrew Training Devices Instructor (Rated)	56.80
15030 - Air Crew Training Devices Instructor (Pilot)	68.08
15050 - Computer Based Training Specialist / Instructor	46.95
15060 - Educational Technologist	43.63
15070 - Flight Instructor (Pilot)	68.08
15080 - Graphic Artist	44.41
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	68.08
15086 - Maintenance Test Pilot, Rotary Wing	68.08
15088 - Non-Maintenance Test/Co-Pilot	68.08
15090 - Technical Instructor	33.03
15095 - Technical Instructor/Course Developer	40.40
15110 - Test Proctor	26.67
15120 - Tutor	26.67

16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	21.57
16030 - Counter Attendant	21.57
16040 - Dry Cleaner	24.65
16070 - Finisher, Flatwork, Machine	21.57
16090 - Presser, Hand	21.57
16110 - Presser, Machine, Drycleaning	21.57
16130 - Presser, Machine, Shirts	21.57
16160 - Presser, Machine, Wearing Apparel, Laundry	21.57
16190 - Sewing Machine Operator	25.67
16220 - Tailor	26.70
16250 - Washer, Machine	22.60
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	30.23
19040 - Tool And Die Maker	36.29
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	25.49
21030 - Material Coordinator	33.35
21040 - Material Expediter	33.35
21050 - Material Handling Laborer	22.25
21071 - Order Filler	20.93
21080 - Production Line Worker (Food Processing)	25.49
21110 - Shipping Packer	22.58
21130 - Shipping/Receiving Clerk	22.58
21140 - Store Worker I	20.55
21150 - Stock Clerk	26.68
21210 - Tools And Parts Attendant	25.49
21410 - Warehouse Specialist	25.49
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	44.10
23019 - Aircraft Logs and Records Technician	35.51
23021 - Aircraft Mechanic I	41.96
23022 - Aircraft Mechanic II	44.10
23023 - Aircraft Mechanic III	45.96
23040 - Aircraft Mechanic Helper	30.68
23050 - Aircraft, Painter	39.80
23060 - Aircraft Servicer	35.51
23070 - Aircraft Survival Flight Equipment Technician	39.80
23080 - Aircraft Worker	37.65
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	37.65
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	41.96
23110 - Appliance Mechanic	28.11
23120 - Bicycle Repairer	23.69
23125 - Cable Splicer	57.92
23130 - Carpenter, Maintenance	38.33
23140 - Carpet Layer	31.96
23160 - Electrician, Maintenance	50.38
23181 - Electronics Technician Maintenance I	38.24

23182 - Electronics Technician Maintenance II	40.40
23183 - Electronics Technician Maintenance III	42.59
23260 - Fabric Worker	37.83
23290 - Fire Alarm System Mechanic	33.34
23310 - Fire Extinguisher Repairer	34.29
23311 - Fuel Distribution System Mechanic	45.66
23312 - Fuel Distribution System Operator	36.12
23370 - General Maintenance Worker	29.52
23380 - Ground Support Equipment Mechanic	41.96
23381 - Ground Support Equipment Servicer	35.51
23382 - Ground Support Equipment Worker	37.65
23391 - Gunsmith I	34.29
23392 - Gunsmith II	38.88
23393 - Gunsmith III	43.34
23410 - Heating, Ventilation And Air-Conditioning Mechanic	35.79
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	37.61
23430 - Heavy Equipment Mechanic	40.35
23440 - Heavy Equipment Operator	51.60
23460 - Instrument Mechanic	41.91
23465 - Laboratory/Shelter Mechanic	41.11
23470 - Laborer	22.25
23510 - Locksmith	28.95
23530 - Machinery Maintenance Mechanic	40.96
23550 - Machinist, Maintenance	31.54
23580 - Maintenance Trades Helper	22.09
23591 - Metrology Technician I	41.91
23592 - Metrology Technician II	44.04
23593 - Metrology Technician III	45.91
23640 - Millwright	46.95
23710 - Office Appliance Repairer	30.30
23760 - Painter, Maintenance	30.71
23790 - Pipefitter, Maintenance	41.14
23810 - Plumber, Maintenance	39.02
23820 - Pneudraulic Systems Mechanic	43.34
23850 - Rigger	42.88
23870 - Scale Mechanic	38.88
23890 - Sheet-Metal Worker, Maintenance	44.03
23910 - Small Engine Mechanic	25.63
23931 - Telecommunications Mechanic I	38.73
23932 - Telecommunications Mechanic II	40.71
23950 - Telephone Lineman	47.42
23960 - Welder, Combination, Maintenance	32.75
23965 - Well Driller	36.77
23970 - Woodcraft Worker	43.34
23980 - Woodworker	34.29
24000 - Personal Needs Occupations	
24550 - Case Manager	25.47
24570 - Child Care Attendant	21.16

24580 - Child Care Center Clerk	26.40
24610 - Chore Aide	16.73***
24620 - Family Readiness And Support Services Coordinator	25.47
24630 - Homemaker	25.47
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	55.09
25040 - Sewage Plant Operator	49.98
25070 - Stationary Engineer	55.09
25190 - Ventilation Equipment Tender	40.28
25210 - Water Treatment Plant Operator	49.98
27000 - Protective Service Occupations	
27004 - Alarm Monitor	50.29
27007 - Baggage Inspector	21.34
27008 - Corrections Officer	45.89
27010 - Court Security Officer	49.35
27030 - Detection Dog Handler	25.35
27040 - Detention Officer	45.89
27070 - Firefighter	52.80
27101 - Guard I	21.34
27102 - Guard II	25.35
27131 - Police Officer I	58.36
27132 - Police Officer II	64.84
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	24.54
28042 - Carnival Equipment Repairer	26.55
28043 - Carnival Worker	18.38
28210 - Gate Attendant/Gate Tender	24.72
28310 - Lifeguard	18.57
28350 - Park Attendant (Aide)	27.65
28510 - Recreation Aide/Health Facility Attendant	20.19
28515 - Recreation Specialist	34.26
28630 - Sports Official	22.03
28690 - Swimming Pool Operator	30.11
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	42.43
29020 - Hatch Tender	42.43
29030 - Line Handler	42.43
29041 - Stevedore I	39.97
29042 - Stevedore II	44.83
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 3)	56.27
30011 - Air Traffic Control Specialist, Station (HFO) (see 3)	38.81
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 3)	42.74
30021 - Archeological Technician I	24.86
30022 - Archeological Technician II	27.80
30023 - Archeological Technician III	34.44
30030 - Cartographic Technician	34.44
30040 - Civil Engineering Technician	46.48
30051 - Cryogenic Technician I	38.13

30052 - Cryogenic Technician II	42.12
30061 - Drafter/CAD Operator I	24.86
30062 - Drafter/CAD Operator II	27.80
30063 - Drafter/CAD Operator III	30.99
30064 - Drafter/CAD Operator IV	38.15
30081 - Engineering Technician I	20.77
30082 - Engineering Technician II	23.30
30083 - Engineering Technician III	26.07
30084 - Engineering Technician IV	32.30
30085 - Engineering Technician V	39.51
30086 - Engineering Technician VI	47.80
30090 - Environmental Technician	34.94
30095 - Evidence Control Specialist	34.43
30210 - Laboratory Technician	33.89
30221 - Latent Fingerprint Technician I	45.41
30222 - Latent Fingerprint Technician II	50.16
30240 - Mathematical Technician	52.55
30361 - Paralegal/Legal Assistant I	26.57
30362 - Paralegal/Legal Assistant II	32.93
30363 - Paralegal/Legal Assistant III	40.28
30364 - Paralegal/Legal Assistant IV	48.73
30375 - Petroleum Supply Specialist	42.12
30390 - Photo-Optics Technician	35.89
30395 - Radiation Control Technician	42.12
30461 - Technical Writer I	40.74
30462 - Technical Writer II	49.84
30463 - Technical Writer III	60.29
30491 - Unexploded Ordnance (UXO) Technician I	35.77
30492 - Unexploded Ordnance (UXO) Technician II	43.27
30493 - Unexploded Ordnance (UXO) Technician III	51.87
30494 - Unexploded (UXO) Safety Escort	35.77
30495 - Unexploded (UXO) Sweep Personnel	35.77
30501 - Weather Forecaster I	38.13
30502 - Weather Forecaster II	46.38
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 3) 30.99
30621 - Weather Observer, Senior	(see 3) 34.43
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	43.27
31020 - Bus Aide	26.22
31030 - Bus Driver	36.45
31043 - Driver Courier	21.54
31260 - Parking and Lot Attendant	19.05
31290 - Shuttle Bus Driver	23.14
31310 - Taxi Driver	19.72
31361 - Truckdriver, Light	23.31
31362 - Truckdriver, Medium	24.97
31363 - Truckdriver, Heavy	30.17
31364 - Truckdriver, Tractor-Trailer	30.17
99000 - Miscellaneous Occupations	

99020 - Cabin Safety Specialist	21.10
99030 - Cashier	18.55
99050 - Desk Clerk	20.90
99095 - Embalmer	33.15
99130 - Flight Follower	35.77
99251 - Laboratory Animal Caretaker I	21.65
99252 - Laboratory Animal Caretaker II	23.43
99260 - Marketing Analyst	51.34
99310 - Mortician	29.47
99410 - Pest Controller	24.35
99510 - Photofinishing Worker	23.56
99710 - Recycling Laborer	38.43
99711 - Recycling Specialist	46.15
99730 - Refuse Collector	34.57
99810 - Sales Clerk	19.32
99820 - School Crossing Guard	25.72
99830 - Survey Party Chief	58.41
99831 - Surveying Aide	33.76
99832 - Surveying Technician	39.83
99840 - Vending Machine Attendant	19.07
99841 - Vending Machine Repairer	23.40
99842 - Vending Machine Repairer Helper	19.07

***Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.20 per hour) or 13658 (\$12.90 per hour). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 and 13658 are not currently being enforced as to contracts or contract-like instruments entered into with the federal government in connection with seasonal recreational services or seasonal recreational equipment rental for the general public on federal lands. The minimum wage requirements of Executive Order 14026 also are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract 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 the 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.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.98 per hour, up to 40 hours per week, or \$199.20 per week or \$863.20 per month

HEALTH & WELFARE EO 13706: \$4.57 per hour, up to 40 hours per week, or \$182.80 per week, or \$792.13 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 12 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 eleven paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Juneteenth National Independence 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 4.174)

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

- 1) JANITOR: The rate listed on this WD for the ""Janitor"" occupation applies only to Marin and San Mateo counties. Please refer to WD 1974-1257 to obtain the wage rate and fringe benefits applicable to the ""Janitor"" occupation in San Francisco County.
- 2) COMPUTER EMPLOYEES: This wage determination does not apply to any individual employed in a bona fide executive, administrative, or professional capacity, as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least \$27.63 per hour (or at least \$684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17), this wage determination may not include wage rates for all occupations within those job families. In such instances, a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry, and are not determinative of whether an employee is an exempt computer professional. To be exempt, computer employees who satisfy the compensation requirements must also have a primary duty that 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).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14, 2006)). Accordingly, this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

3) 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 ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, 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 re-grading 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 ordnance, (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 ordnance, 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 ordnance, 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.

**** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS ****

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

**** 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 (See 29 CFR

4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act

and this contract. (See 29 CFR 4.6(b)(2)(v)). 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 the 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 U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

- 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 Division's decision to the contractor.
- 6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

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" should be used to compare job definitions to ensure 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 (See 29 CFR 4.152(c)(1))."