

**STEP BY STEP GUIDE TO COMPLYING WITH
THE DAVIS BACON ACT
FOR STATE ENERGY PROGRAM (SEP)
AND
ENERGY EFFICIENCY & CONSERVATION BLOCK
GRANT (EECBG)
SUBRECIPIENTS, THEIR CONTRACTORS AND
SUBCONTRACTORS**

★ Does not apply to local government employees

CEF - no report (no construction)
Old Courthouse - Channel 16 Room cooling
Courthouse Basement hot water system
Old Courthouse weatherization

PART A- Applies only to SEP/EECBG Subrecipients

How do you know that Davis-Bacon Act applies to your ARRA-funded project?

Is the Project funded *directly by or assisted in whole or in part by* or through federal government pursuant to ARRA?

NO - STOP HERE! The DBA and its requirements do not apply.

YES

Are you a local government entity that will use **ONLY** its own employees to do the SEP / EECBG work?

YES - STOP HERE! The DBA and its requirements do not apply.

NO

Are you, your contractors, or you subcontractors employing laborers or mechanics to install renewable energy equipment, conduct building retrofits, undertake construction activities, or other similar work efforts at the site of the work?

NO - STOP HERE! The DBA and its requirements do not apply.

YES - The DBA and its requirements apply – move to **Part B.**

PART B- Applies to SEP/EECBG Subrecipients that use Contractors and Subcontractors

What does DBA require of SEP/EECBG Subrecipients & their contractors?

Obtain wage determination listing the applicable prevailing wage rate (PWR). This can be found here: <http://www.wdol.gov/dba.aspx#0>



Send PWR to GEFA program contact and file copy of PWR.



Insert DBA Regulation Labor Standards and All Applicable Wage Determinations in RFPs, Bid Solicitations, and Contracts



Condition all contracts on acceptance of labor standards and wage determinations included therewith.



Collect Certified Payroll Forms on a Weekly Basis (through electronic reporting form). Approve forms and submit to GEFA via electronic reporting.



Keep certified payroll forms and related records for at least three (3) years.

PART C - Applies to Contractors / Subcontractors of SEP/ EECBG Subrecipients

What does DBA require of contractors to SEP/ EECBG Subrecipients?

#1 - Pay Prevailing Wage Rate (PWR) on a weekly basis.



#2 - Compensate for Fringe Rate or cash value of fringe rate listed in wage determination.



#3 - Complete electronic Certified Payroll Forms via TRS.



#4 - Keep payroll forms and related records for at least three (3) years.



#5 - Post DBA poster.

