Overview of Prevailing Wage
California Senate Bill 854

September 2015
Overview

- Background and Definitions
- When are Prevailing Wages Required?
- UC Berkeley BearBuy Purchasing Process
- Resources & Support
Background and Definitions
Background on Public Works and Prevailing Wages

Private construction contractors must follow public works law and pay their workers prevailing wages when working on a project funded by a public entity.

Prevailing wages are due, in most instances, if the project costs are more than $1,000, and involves new construction, alteration, demolition, installation, repair and maintenance.

The Department of Industrial Relations determines the prevailing wage that must be paid based on the type of work and location.
What is California Senate Bill 854?

- CA Senate Bill 854 (SB854): Public works reforms were signed into law June 20, 2014

- Established a new public works contractor registration program with Department of Industrial Relations (DIR)

- Contractors are subject to a registration and annual renewal fee set initially at $300

- The fee is non-refundable and applies to all contractors who intend to bid or perform work on public works projects

- Contractor/supplier must electronically submit to DIR payroll records for the project

- DIR’s Compliance Monitoring Unit will enforce compliance, actively monitoring all prevailing wage requirements

Note: for federally funded construction, Federal law applies in addition to SB 854 (whichever is most stringent).
Definition of Public Works

When the following types are paid for in whole or part with public funds and done under contract (Generally does not apply to work done by UC employees.):

- repair work
- installation
- maintenance
- demolition
- construction
- alteration

[Images of repair work, installation, maintenance, demolition, construction, alteration]
Risk of Non-Compliance

If UC does not require its suppliers to pay prevailing wage when applicable:

- Contract subject to cancellation
- Reputation risk
- Supplier could be fined or debarred from public works projects
- Supplier could sue UC for any increased labor costs and penalties and associated costs such as attorney’s fees
Impact to UC Berkeley BearBuy Purchases

To comply with SB 854, orders subject to prevailing wage must be registered with the Department of Industrial Relations (DIR) where they will be reviewed more carefully to ensure suppliers are paying prevailing wages.

Shoppers need to identify purchases that are subject to prevailing wage and flag them in BearBuy.

UCOP has updated our current Procurement policy and Terms & Conditions to meet the new SB 854 requirement. The updated T&Cs will be applied to prevailing wage orders.
When are Prevailing Wages Required?
General Requirements

- All public works over $1,000 including maintenance

- If there are ANY public funds in a public works project, the whole project is subject to prevailing wage requirements

- Public funds include self-supporting departments where revenue is not derived from state funds. Including but not limited to:
  - Housing and Dining
  - Transportation and parking
  - Auxiliary business services
Public Works Categories

**Maintenance**
- **Maintenance** done under contract and paid for in whole or part with public funds
- Maintenance now includes projects not previously covered by Prevailing Wage requirements

**Samples of Maintenance:**

<table>
<thead>
<tr>
<th>Samples of Contracted Maintenance Work</th>
<th>Must Pay Prevailing Wages? (If &gt;$1,000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tree trimming</td>
<td>yes</td>
</tr>
<tr>
<td>Landscaping Maintenance</td>
<td>yes</td>
</tr>
<tr>
<td>Equipment Repairs (pumps, motors, belts, etc.)</td>
<td>yes</td>
</tr>
<tr>
<td>Elevator Maintenance</td>
<td>yes</td>
</tr>
<tr>
<td>Roofing, Patch</td>
<td>yes</td>
</tr>
<tr>
<td>Drop Ceiling Repair</td>
<td>yes</td>
</tr>
<tr>
<td>Carpet replacement</td>
<td>yes</td>
</tr>
<tr>
<td>Installation of Modular Furniture</td>
<td>yes</td>
</tr>
<tr>
<td>Painting, touchup</td>
<td>yes</td>
</tr>
</tbody>
</table>
Public Works Categories

Renewable energy projects
• Done under private contract where the work is performed on UC property in California, **AND**
  • More than 50% of the energy generated will be purchased by UC
  or
  • The project is primarily intended to reduce UC’s energy costs

Hauling of refuse
• From a public works site to an outside disposal location
• Does not include hauling of recyclable materials separated from jobsite to be sold at fair market value

Construction
• Includes work performed during the design and pre-construction phase, including, but not limited to, inspection and land surveying work
Prevailing Wage Decision Tree

A Prevailing Wages Commodities list is available on our Instructional Resources webpage (listed within Guides & Materials section).

Exception 1: Janitorial or custodial services of a routine, recurring or usual nature.

Exception 2: Protection of the sort provided by guards, watchmen, or other security forces.

Exception 3: Landscape maintenance work by “sheltered workshops,” where “sheltered workshops” are nonprofit organizations licensed by the Chief of DLSE employing mentally and/or physically handicapped workers.
UC Berkeley Purchasing Process
All qualifying requisitions, when properly flagged, will be reviewed by a campus Buyer. It is crucial that qualifying orders are correctly identified and reported to the California Department of Industrial Relations.

Purchasing Process Overview
What Departments Need to Do in BearBuy

**All** public works transactions **over $1,000** to be identified by the Shopper and routed to a Buyer in BearBuy.

- Shoppers will identify all qualifying prevailing wage orders in BearBuy by checking the Prevailing Wage checkbox.
- Transactions will route to the Buyer for review.
- Buyers will work with the Supplier to ensure they are registered with the DIR.
- Buyers also have additional responsibilities once the transaction is routed to them.
What Does the Shopper Do?

**Step 1: Identify Qualifying items**
Shoppers are responsible for determining if their order qualifies for prevailing wages and flagging the order in BearBuy.

*A Prevailing Wages Commodities list is available on our Instructional Resources webpage (listed within Guides & Materials)*

**Step 2: Select correct form**
All qualifying orders must be placed on the *Independent Contractor and Consultant Services* for regardless of Supplier.

**Step 3: Provide the following information on the Independent Contractor and Consultant Services form:**
- Project Name
- Project Brief Description
- Supplier/Contractor Project Manager (if available)
- Start Date
- End Date

**Step 4: Checkout/View Cart Details**
Once the form is added to your cart, navigate to the cart details page to flag this order as prevailing wage.
What Does the Shopper Do?

**Step 5: Select the Prevailing Wages Checkbox**
A. Navigate to the Buyer Info section,
B. Select the section edit button,
C. Select the prevailing wages check box
D. Click save.

**Step 6: Perform the normal shopping cart review and submit/assign order.**
Change Order Requests

Purchases for new construction, alteration, demolition, installation, repair and maintenance that are under $1,000 are not subject to prevailing wage.

However, if you have an existing purchase order for new construction, alteration, demolition, installation, repair and maintenance that was originally under $1,000, but for an unanticipated reason, the costs increased to over $1,000 after the purchase order was created, the order is now subject to prevailing wage.

You must contact your Change Order Preparer to perform the change. If you do not know who your Change Order Preparer, please contact the BearBuy Help Desk (bearbuyhelp@berkeley.edu)
RESOURCES & SUPPORT
Resources

BearBuy Instructional Resources
http://supplychain.berkeley.edu/bearbuy/instructional-resources-0
  • Prevailing Wages Training
  • Prevailing Wages Commodity List

DIR website:
https://www.dir.ca.gov/Public-Works/PublicWorks.html
  • More information on prevailing wages
  • Statewide FAQs
Help Desk

Technical Assistance

• Contact the BearBuy help desk!
  o (510) 664-9000 Option 1, Option 2
  o Mon-Fri 8 AM to 5PM
  o Email BearBuy Help (bearbuyhelp@berkeley.edu)

Policy and Requirements

• Please contact your campus Buyer.
• A full list of Campus Buyer assignments by department can be found HERE.