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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

Shirley F. Ebbesen Division of
Director Wage Determinations

Wage Determination No. : 2005-2103
Revision No. : 6
Date Of Revision: 05/29/2008

States: District of Columbia, Maryland, Virginia

Area: District of Columbia Statewide
Maryland Counties of Calvert, Charles, Frederick, Montgomery, Prince George's, St
Mary's
Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier, King
George, Loudoun, Prince William, Stafford

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	14.05
01012 - Accounting Clerk II	15.78
01013 - Accounting Clerk III	20.27
01020 - Administrative Assistant	25.95
01040 - Court Reporter	19.46
01051 - Data Entry Operator I	13.07
01052 - Data Entry Operator II	14.26
01060 - Dispatcher, Motor Vehicle	16.79
01070 - Document Preparation Clerk	13.64
01090 - Duplicating Machine Operator	13.64
01111 - General Clerk I	13.92
01112 - General Clerk II	15.32
01113 - General Clerk III	18.74
01120 - Housing Referral Assistant	23.83
01141 - Messenger Courier	11.25
01191 - Order Clerk I	14.74

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01192 - Order Clerk II	16.29
01261 - Personnel Assistant (Employment) I	16.90
01262 - Personnel Assistant (Employment) II	18.90
01263 - Personnel Assistant (Employment) III	21.66
01270 - Production Control Clerk	21.29
01280 - Recepti onist	13.18
01290 - Rental Clerk	16.16
01300 - Scheduler, Maintenance	16.16
01311 - Secretary I	17.26
01312 - Secretary II	19.41
01313 - Secretary III	23.83
01320 - Servi ce Order Di spatcher	16.10
01410 - Suppl y Techni ci an	25.95
01420 - Survey Worker	19.46
01531 - Travel Clerk I	12.59
01532 - Travel Clerk II	13.54
01533 - Travel Clerk III	14.54
01611 - Word Processor I	13.76
01612 - Word Processor II	16.16
01613 - Word Processor III	19.46
05000 - Automoti ve Servi ce Occupati ons	
05005 - Automobi le Body Repai rer, Fi bergl ass	25.26
05010 - Automoti ve El ectri ci an	21.37
05040 - Automoti ve Gl ass Instal l er	20.14
05070 - Automoti ve Worker	20.14
05110 - Mobi le Equipment Servi cer	17.31
05130 - Motor Equipment Metal Mechani c	22.53
05160 - Motor Equipment Metal Worker	20.14
05190 - Motor Vehi cl e Mechani c	22.53
05220 - Motor Vehi cl e Mechani c Hel per	16.81
05250 - Motor Vehi cl e Uphol stery Worker	19.66
05280 - Motor Vehi cl e Wrecker	20.14
05310 - Pai nter, Automoti ve	21.37
05340 - Radi ator Repai r Speci ali st	20.14
05370 - Ti re Repai rer	14.43
05400 - Transmi ssi on Repai r Speci ali st	22.53
07000 - Food Preparati on And Servi ce Occupati ons	
07010 - Baker	13.18
07041 - Cook I	11.97
07042 - Cook II	13.28
07070 - Di shwasher	9.82
07130 - Food Servi ce Worker	10.66
07210 - Meat Cutter	16.07
07260 - Wai ter/Wai tress	8.82

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09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.05
09040 - Furniture Handler	12.78
09080 - Furniture Refinisher	18.39
09090 - Furniture Refinisher Helper	14.11
09110 - Furniture Repairer, Minor	16.31
09130 - Upholsterer	18.05
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.85
11060 - Elevator Operator	9.85
11090 - Gardener	15.70
11122 - Housekeeping Aide	10.89
11150 - Janitor	10.89
11210 - Laborer, Grounds Maintenance	12.07
11240 - Maid or Houseman	10.84
11260 - Pruner	11.37
11270 - Tractor Operator	14.19
11330 - Trail Maintenance Worker	12.07
11360 - Window Cleaner	11.31
12000 - Health Occupations	
12010 - Ambulance Driver	17.69
12011 - Breath Alcohol Technician	18.55
12012 - Certified Occupational Therapist Assistant	21.01
12015 - Certified Physical Therapist Assistant	21.01
12020 - Dental Assistant	16.90
12025 - Dental Hygienist	40.68
12030 - EKG Technician	24.77
12035 - Electroneurodiagnostic Technologist	24.77
12040 - Emergency Medical Technician	18.55
12071 - Licensed Practical Nurse I	18.60
12072 - Licensed Practical Nurse II	20.82
12073 - Licensed Practical Nurse III	22.85
12100 - Medical Assistant	14.23
12130 - Medical Laboratory Technician	18.04
12160 - Medical Record Clerk	16.06
12190 - Medical Record Technician	17.96
12195 - Medical Transcriptionist	17.93
12210 - Nuclear Medicine Technologist	31.82
12221 - Nursing Assistant I	9.75
12222 - Nursing Assistant II	10.96
12223 - Nursing Assistant III	13.02
12224 - Nursing Assistant IV	14.62
12235 - Optical Dispenser	18.34
12236 - Optical Technician	14.41

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12250 - Pharmacy Technician	16.31
12280 - Phlebotomist	14.62
12305 - Radiologic Technologist	28.28
12311 - Registered Nurse I	26.73
12312 - Registered Nurse II	31.24
12313 - Registered Nurse II, Specialist	31.24
12314 - Registered Nurse III	37.77
12315 - Registered Nurse III, Anesthetist	37.77
12316 - Registered Nurse IV	45.28
12317 - Scheduler (Drug and Alcohol Testing)	18.85
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	18.55
13012 - Exhibits Specialist II	23.33
13013 - Exhibits Specialist III	28.11
13041 - Illustrator I	20.40
13042 - Illustrator II	25.28
13043 - Illustrator III	30.91
13047 - Librarian	28.00
13050 - Library Aide/Clerk	13.77
13054 - Library Information Technology Systems Administrator	25.29
13058 - Library Technician	19.05
13061 - Media Specialist I	17.03
13062 - Media Specialist II	19.05
13063 - Media Specialist III	21.24
13071 - Photographer I	14.67
13072 - Photographer II	17.18
13073 - Photographer III	21.52
13074 - Photographer IV	26.05
13075 - Photographer V	29.15
13110 - Video Teleconference Technician	17.59
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.78
14042 - Computer Operator II	19.88
14043 - Computer Operator III	22.17
14044 - Computer Operator IV	24.64
14045 - Computer Operator V	27.28
14071 - Computer Programmer I (1)	23.12
14072 - Computer Programmer II (1)	
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	17.78

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14160 - Personal Computer Support Technician	24.64
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	34.77
15020 - Aircrew Training Devices Instructor (Rated)	42.72
15030 - Air Crew Training Devices Instructor (Pilot)	50.81
15050 - Computer Based Training Specialist / Instructor	31.26
15060 - Educational Technologist	30.88
15070 - Flight Instructor (Pilot)	50.81
15080 - Graphic Artist	26.80
15090 - Technical Instructor	23.87
15095 - Technical Instructor/Course Developer	29.19
15110 - Test Proctor	19.22
15120 - Tutor	19.22
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.29
16030 - Counter Attendant	9.29
16040 - Dry Cleaner	12.21
16070 - Finisher, Flatwork, Machine	9.29
16090 - Presser, Hand	9.29
16110 - Presser, Machine, Drycleaning	9.29
16130 - Presser, Machine, Shirts	9.29
16160 - Presser, Machine, Wearing Apparel, Laundry	9.29
16190 - Sewing Machine Operator	12.79
16220 - Tailor	13.57
16250 - Washer, Machine	10.16
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	18.95
19040 - Tool And Die Maker	23.05
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	17.90
21030 - Material Coordinator	21.29
21040 - Material Expediter	21.29
21050 - Material Handling Laborer	12.65
21071 - Order Filler	13.87
21080 - Production Line Worker (Food Processing)	17.90
21110 - Shipping Packer	14.46
21130 - Shipping/Receiving Clerk	14.46
21140 - Store Worker I	10.91
21150 - Stock Clerk	15.70
21210 - Tools And Parts Attendant	17.90
21410 - Warehouse Specialist	17.90
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	25.68
23021 - Aircraft Mechanic I	24.46

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23022 - Aircraft Mechanic II	25.68
23023 - Aircraft Mechanic III	26.97
23040 - Aircraft Mechanic Helper	16.61
23050 - Aircraft, Painter	23.42
23060 - Aircraft Servicer	18.71
23080 - Aircraft Worker	19.90
23110 - Appliance Mechanic	20.60
23120 - Bicycle Repairer	14.43
23125 - Cable Splicer	24.98
23130 - Carpenter, Maintenance	20.88
23140 - Carpet Layer	19.33
23160 - Electrician, Maintenance	26.56
23181 - Electronics Technician Maintenance I	22.73
23182 - Electronics Technician Maintenance II	24.13
23183 - Electronics Technician Maintenance III	25.42
23260 - Fabric Worker	18.04
23290 - Fire Alarm System Mechanic	21.46
23310 - Fire Extinguisher Repairer	16.50
23311 - Fuel Distribution System Mechanic	22.81
23312 - Fuel Distribution System Operator	19.38
23370 - General Maintenance Worker	21.17
23380 - Ground Support Equipment Mechanic	24.46
23381 - Ground Support Equipment Servicer	18.71
23382 - Ground Support Equipment Worker	19.90
23391 - Gunsmith I	16.63
23392 - Gunsmith II	19.33
23393 - Gunsmith III	21.62
23410 - Heating, Ventilation And Air-Conditioning Mechanic	22.21
23411 - Heating, Ventilation And Air Contditi oning Mechanic (Research Facility)	
24.37	
23430 - Heavy Equipment Mechanic	21.46
23440 - Heavy Equipment Operator	21.46
23460 - Instrument Mechanic	21.62
23465 - Laboratory/Shelter Mechanic	20.52
23470 - Laborer	14.27
23510 - Locksmith	19.76
23530 - Machinery Maintenance Mechanic	21.77
23550 - Machinist, Maintenance	21.62
23580 - Maintenance Trades Helper	15.10
23591 - Metrology Technician I	21.62
23592 - Metrology Technician II	22.78
23593 - Metrology Technician III	23.89
23640 - Millwright	25.63
23710 - Office Appliance Repairer	21.63

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23760 - Painter, Maintenance	20.52
23790 - Pipefitter, Maintenance	23.19
23810 - Plumber, Maintenance	20.99
23820 - Pneudraulic Systems Mechanic	21.62
23850 - Rigger	21.62
23870 - Scale Mechanic	19.33
23890 - Sheet-Metal Worker, Maintenance	21.62
23910 - Small Engine Mechanic	20.05
23931 - Telecommuni cations Mechanic I	27.74
23932 - Telecommuni cations Mechanic II	29.24
23950 - Telephone Lineman	26.38
23960 - Welder, Combi nati on, Mai ntenance	21.62
23965 - Well Driller	21.62
23970 - Woodcraft Worker	21.62
23980 - Woodworker	16.63
24000 - Personal Needs Occupati ons	
24570 - Child Care Attendant	11.63
24580 - Child Care Center Clerk	16.15
24610 - Chore Aide	10.00
24620 - Famili y Readiness And Support Servi ces Coordi nator	14.25
24630 - Homemaker	16.75
25000 - Plant And System Operati ons Occupati ons	
25010 - Boiler Tender	26.10
25040 - Sewage Plant Operator	20.23
25070 - Stationary Engineer	26.10
25190 - Ventilati on Equipment Tender	18.37
25210 - Water Treatment Plant Operator	20.23
27000 - Protective Servi ce Occupati ons	
27004 - Alarm Moni tor	19.43
27007 - Baggage Inspector	12.66
27008 - Correcti ons Offi cer	21.30
27010 - Court Securi ty Offi cer	23.26
27030 - Detecti on Dog Handl er	19.43
27040 - Detenti on Offi cer	21.30
27070 - Fi refi ghter	22.39
27101 - Guard I	12.66
27102 - Guard II	19.43
27131 - Poli ce Offi cer I	24.58
27132 - Poli ce Offi cer II	28.24
28000 - Recreati on Occupati ons	
28041 - Carni val Equipment Operator	13.59
28042 - Carni val Equipment Repai rer	14.63
28043 - Carni val Equipm ent Worker	9.24
28210 - Gate Attendant/Gate Tender	13.01

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28310 - Lifeguard	11.59
28350 - Park Attendant (Aide)	14.56
28510 - Recreation Aide/Health Facility Attendant	10.62
28515 - Recreation Specialist	18.04
28630 - Sports Official	11.59
28690 - Swimming Pool Operator	18.21
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.60
29020 - Hatch Tender	22.60
29030 - Line Handler	22.60
29041 - Stevedore I	20.82
29042 - Stevedore II	23.68
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	36.27
30011 - Air Traffic Control Specialist, Station (HFO) (2)	25.01
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	27.54
30021 - Archeological Technician I	17.82
30022 - Archeological Technician II	19.87
30023 - Archeological Technician III	25.95
30030 - Cartographic Technician	25.95
30040 - Civil Engineering Technician	23.78
30061 - Drafter/CAD Operator I	18.72
30062 - Drafter/CAD Operator II	20.94
30063 - Drafter/CAD Operator III	24.60
30064 - Drafter/CAD Operator IV	30.26
30081 - Engineering Technician I	20.95
30082 - Engineering Technician II	23.53
30083 - Engineering Technician III	26.31
30084 - Engineering Technician IV	32.61
30085 - Engineering Technician V	39.88
30086 - Engineering Technician VI	48.25
30090 - Environmental Technician	23.50
30210 - Laboratory Technician	22.36
30240 - Mathematical Technician	28.94
30361 - Paralegal/Legal Assistant I	20.71
30362 - Paralegal/Legal Assistant II	25.69
30363 - Paralegal/Legal Assistant III	31.38
30364 - Paralegal/Legal Assistant IV	37.97
30390 - Photo-Optics Technician	27.33
30461 - Technical Writer I	21.27
30462 - Technical Writer II	25.98
30463 - Technical Writer III	31.44
30491 - Unexploded Ordnance (UXO) Technician I	23.05
30492 - Unexploded Ordnance (UXO) Technician II	27.89

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30493 - Unexploded Ordnance (UXO) Technician III	33.43
30494 - Unexploded (UXO) Safety Escort	23.05
30495 - Unexploded (UXO) Sweep Personnel	23.05
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	24.35
30621 - Weather Observer, Senior (2)	26.38
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	12.50
31030 - Bus Driver	18.19
31043 - Driver Courier	12.71
31260 - Parking and Lot Attendant	9.53
31290 - Shuttle Bus Driver	14.69
31310 - Taxi Driver	13.98
31361 - Truckdriver, Light	14.69
31362 - Truckdriver, Medium	17.18
31363 - Truckdriver, Heavy	18.42
31364 - Truckdriver, Tractor-Trailer	18.42
99000 - Miscellaneous Occupations	
99030 - Cashier	10.03
99050 - Desk Clerk	11.11
99095 - Embalmer	23.05
99251 - Laboratory Animal Caretaker I	10.47
99252 - Laboratory Animal Caretaker II	11.73
99310 - Mortician	29.98
99410 - Pest Controller	15.13
99510 - Photofinishing Worker	11.59
99710 - Recycling Laborer	16.51
99711 - Recycling Specialist	20.27
99730 - Refuse Collector	14.64
99810 - Sales Clerk	11.87
99820 - School Crossing Guard	12.51
99830 - Survey Party Chief	21.61
99831 - Surveying Aide	13.43
99832 - Surveying Technician	20.54
99840 - Vending Machine Attendant	13.68
99841 - Vending Machine Repairer	17.76
99842 - Vending Machine Repairer Helper	13.68

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

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VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 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 PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) 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 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 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 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.

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 link 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) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order (proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), 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.



LIVING WAGE ACT FACT SHEET

The “Living Wage Act of 2006,” Title I of D.C. Law 16-18, (D.C. Official Code §§2-220.01-.11) became effective June 9, 2006. It provides that District of Columbia government contractors and recipients of government assistance (grants, loans, tax increment financing) in the amount of \$100,000 or more shall pay affiliated employees wages no less than the current living wage rate.

Effective January 1, 2008, the living wage rate is \$12.10 per hour.

Subcontractors of D.C. government contractors who receive \$15,000 or more from the contract and subcontractors of the recipients of government assistance who receive \$50,000 or more from the assistance are also required to pay their affiliated employees no less than the current living wage rate.

“Affiliated employee” means any individual employed by a recipient who receives compensation directly from government assistance or a contract with the District of Columbia government, including any employee of a contractor or subcontractor of a recipient who performs services pursuant to government assistance or a contract. The term “affiliated employee” does not include those individuals who perform only intermittent or incidental services with respect to the government assistance or contract, or who are otherwise employed by the contractor, recipient or subcontractor.

Exemptions – The following contracts and agreements are exempt from the Living Wage Act:

1. Contracts or other agreements that are subject to higher wage level determinations required by federal law (i.e., if a contract is subject to the Service Contract Act and certain wage rates are lower than the District’s current living wage, the contractor must pay the higher of the two rates);
2. Existing and future collective bargaining agreements, provided that the future collective bargaining agreement results in the employee being paid no less than the current living wage;
3. Contracts for electricity, telephone, water, sewer or other services provided by a regulated utility;
4. Contracts for services needed immediately to prevent or respond to a disaster or eminent threat to public health or safety declared by the Mayor;
5. Contracts or other agreements that provide trainees with additional services including, but not limited to, case management and job readiness services, provided that the trainees do not replace employees subject to the Living Wage Act;

6. An employee, under 22 years of age, employed during a school vacation period, or enrolled as full-time student, as defined by the respective institution, who is in high school or at an accredited institution of higher education and who works less than 25 hours per week; provided that he or she does not replace employees subject to the Living Wage Act;
7. Tenants or retail establishments that occupy property constructed or improved by receipt of government assistance from the District of Columbia; provided, that the tenant or retail establishment did not receive direct government assistance from the District of Columbia;
8. Employees of nonprofit organizations that employ not more than 50 individuals and qualify for taxation exemption pursuant to Section 501 (c) (3) of the Internal Revenue Code of 1954, approved August 16, 1954 (68A Stat. 163; 26. U.S.C. §501(c)(3));
9. Medicaid provider agreements for direct care services to Medicaid recipients, provided, that the direct care service is not provided through a home care agency, a community residence facility, or a group home for mentally retarded persons as those terms are defined in section 2 of the Health-Care and Community Residence Facility, Hospice, and Home Care Licensure Act of 1983, effective February 24, 1984 (D.C. Law 5-48; D.C. Official Code §44-501); and
10. Contracts or other agreements between managed care organizations and the Health Care Safety Net Administration or the Medicaid Assistance Administration to provide health services.

Enforcement

The Department of Employment Services (DOES) and the D.C. Office of Contracting and Procurement (OCP) share monitoring responsibilities.

If you learn that a contractor subject to this law is not paying at least the current living wage you should report it to the Contracting Officer.

If you believe that your employer is subject to this law and is not paying you at least the current living wage, you may file a complaint with the DOES Office of Wage – Hour, located at 64 New York Ave., NE, Room 3105, (202) 671-1880.

For questions and additional information, contact the Office of Contracting and Procurement at (202) 727-0252 or the Department of Employment Services on (202) 671-1880.

Please note: *This fact sheet is for informational purposes only as required by Section 106 of the Living Wage Act. It should not be relied on as a definitive statement of the Living Wage Act or any regulations adopted pursuant to the law.*

ATTACHMENT J.1.3

**Table 1.1
OCTO Software Standards**

Application Type	Mfg	Product	Summary
Desktop Applications			
Desktop Antivirus	McAfee	McAfee VirusScan	<p>All District of Columbia of Columbia workstations will use McAfee VirusScan software to protect the District of Columbia Wide Area Network (DCWAN) from malicious code. New computers should have the VirusScan software installed and configured prior to being deployed.</p> <p>More Info: http://www.mcafee.com</p>
Office Automation	Microsoft	Office XP Standard Office XP Professional	<p>All new purchases will be Office XP Standard. If a user requires Microsoft Access, the agency can purchase Office XP Professional.</p> <p>This standard applies to office automation only. OCTO has not approved Office as an application development platform. The District of Columbia supports the use of Excel and Word macros; however, it has not sanctioned complete applications using Access. OCTO is evaluating the best solution for low-end application development. The use of Access as that platform is not recommended until the evaluation has been completed.</p> <p>More Info: Http://www.microsoft.com</p>
Desktop Operating System (OS)	Microsoft	Windows XP	<p>Windows XP Professional is the preferred operating system for all new PC purchases. The District of Columbia has standardized on Intel based personal computers. Apple computers can only be purchased upon approval by OCTO.</p> <p>More info: Http://www.microsoft.com</p>
Web Browser	Microsoft	Internet Explorer 6.0 w/128-bit encryption	<p>Internet Explorer 6.0 is the browser standard for all new Windows PCs. Note that other devices, such as PDAs, may have embedded browsers. This standard does not address these devices nor does it address non-Windows platforms.</p> <p>Note that other features embedded within Internet Explorer, such as the email client, are not supported. The intent of this recommendation is to establish a standard for web browsing.</p>

Application Type	Mfg	Product	Summary
			<p>More Info: http://www.microsoft.com</p>
Media Player – Desktop	Microsoft	Media Player 10.0	<p>Microsoft Windows Media Player is a full-function media player that comes bundled with new PC operating systems. The District of Columbia has standardized on Media Player for their web infrastructure.</p> <p>More Info: http://www.microsoft.com</p>
Forms Generator	Lake Companies ICM America Cardiff	JetForms OmniForms Liquid Forms	<p>All are COTS product that allow for management of paper or electronic documents.</p>
Server Applications			
Server Operating System – File/Print	Microsoft	Windows 2003 Server Windows 2003 Advanced Server	<p>OCTO recommends Windows 2003 Server and Advanced Server platforms for file and print servers. Most agencies will deploy Windows 2003 Server rather than Advanced Server. Windows 2003 Advanced Server, with its additional scalability and clustering features, will mainly be deployed in the centralized OCTO data centers.</p> <p>More Info: http://www.microsoft.com</p>
Server Antivirus Application	McAfee Sybari Trend Micro	Netshield – Win2000 Antigen - Exchange Solaris – Unix (SUN)	<p>The previously mentioned products are the recommended virus protection software for the various server platforms.</p> <p>Antivirus software must be installed on all servers regardless of their use and location. The software must be kept up to date with both current versions and the newest virus signature files.</p>
Enterprise Application Integration (EAI)	SeeBeyond	EGate InSight	<p>The District of Columbia has standardized on SeeBeyond for enterprise-level integration. Where there is a need for high-volume and reliable integration between many disparate systems, Seebeyond should be used. The benefits of EAI are only realized when the number and complexity of the interfaces is relatively high. Therefore, not all interfaces should be built using Seebeyond. Contact OCTO for assistance in designing the optimal solution for a particular interface need.</p>

Application Type	Mfg	Product	Summary
			www.seebeyond.com
Directory Services	Microsoft	Windows 2003 Active Directory	<p>Microsoft Active Directory (AD) is the standard for directory services. Initially OCTO has deployed AD for email authentication and as a white pages directory (to include user name, email address, and phone number). In the future, the directory will be enhanced with additional attributes and will become the central authentication engine for applications and network services.</p> <p>More Info www.microsoft.com</p>
Web Server	Microsoft	IIS 6.0	<p>Microsoft IIS 6.0 is the sanctioned standard for all web server requirements including Internet, intranet, and extranet applications. The product provides:</p> <ul style="list-style-type: none"> • Infrastructure to store and deliver HTML pages; • Scripting services for dynamic content and simple business logic; • Application platform for robust application logic. <p>The sanctioned application development platform for web applications is COM+ (either with or without MTS services) and /.NET on an IIS server. A complete description of the web infrastructure used in the District of Columbia is included elsewhere in this document.</p> <p>OCTO does not sanction the user of Apache nor personal web servers even for development purposes. The OCTO web configuration includes development, quality control, and production servers. These servers should be used for all web requirements.</p> <p>More Info: www.microsoft.com</p>
Internet Content Filtering – Server	Websense	Websense Enterprise	<p>Content filter prevents access to web sites that are deemed “inappropriate” in a business environment, such as pornography and racial sites. Websense is the standard product to provide Internet access restrictions. The product will be deployed at the central OCTO entry points to the ISP’s.</p>
Database Applications			
Relational Database	IBM Microsoft	DB2/MVS V8 SQL Server	OCTO supports three separate relation database management products based upon the platform and

Application Type	Mfg	Product	Summary
Management	Oracle	2005 Oracle 9x	functionality required by the user. More Info: http:// www.microsoft.com http://www.oracle.com http://www.ibm.com
Database Modeling	Computer Associates Microsoft Sybase	Erwin Visio PowerDesigner	Database modeling tools are used by systems analysts and developers to visually view data, data attributes, and their relationships. Erwin Modeler is the standard database modeling tool for the District of Columbia and has been for the past three years. Besides developing the visuals of the data, Erwin can also be used to generate the physical database, stored procedures, and triggers for SQL Server, DB2, and Oracle. Erwin is an excellent “middle of the road” product for modeling databases and systems.
Database Dictionary	Microsoft Oracle	SQL Servers’ Dictionary Oracle Data Dictionary	Products serves a reference source for database support and development. More Info www.oracle.com Http://www.microsoft.com
Asset Management	Magic Solutions BMC Software	Magic Service Desk Remedy Asset Management	Is a utility software tool that allows IT professionals to track and manage enterprise assets – and their changing relationships – throughout the entire asset lifecycle. These are both COTS products www.magicolutions.com www.remedy.com
Report/Query Tool	Crystal Business Objects	Crystal Reports 8.0 Business Objects	These products that have selected by OCTO as the Standard for the District of Columbia. These are both COTS products. They both offer the ability to perform report writing and queries.
Utility and Management Applications			
Web Authoring	Macromedia a Microsoft	Home Site FrontPage	For the creation of static web content, Microsoft FrontPage 2002 and Macromedia HomeSite 4.5 are the recommended products. These products provide WYSIWYG (what you see is what you get) HTML development capabilities. JavaScript and VBScript can also be incorporated into page development using these tools. More Info: http://www.macromedia.com http://www.microsoft.com
Web Reporting	Webtrends	Analysis Suite	Webtrends is the standard tool to report on web site activity. The product provides information on many web site statistics including visitor activity, link analysis, and

Application Type	Mfg	Product	Summary
			site errors. More Info: http://www.netig.com/products/was/default.asp
PC Utilities	Symantec	Norton Utilities 2002	<p>Norton Utilities provides a suite of utilities for the maintenance of a PC including:</p> <ul style="list-style-type: none"> • Registry check and problem correction • Hard drive performance optimization • Hard drive error detection and repair • Recovery of deleted files • Permanent and secure deletion of files <p>The typical user will not require Norton Utilities. Norton Utilities will usually be used by PC technicians to diagnose and correct issues with the desktop. However, OCTO recommends Norton Utilities for users that must permanently and securely delete files.</p> <p>More Info: http://www.symantec.com</p>
Remote Host	LANDesk	N/A	This product is a COTS product. It designed for Remote Host control of remote systems. More Info
Compression Utility	WinZip	WinZip Version 8.0	<p>WinZip is the recommended product for compressing individual files either to reduce disk usage or to improve performance when sending the file as an email attachment. WinZip provides a much more robust set of compression utilities than other products.</p> <p>More Info: http://www.winzip.com</p>
WEB Application Development	Microsoft	Visual Studio Suite (InterDev, VB, C++)	<p>The District of Columbia's web environment is Microsoft centric, relying upon Microsoft's IIS, MTS, and SQL Server products. As such, the District of Columbia has sanctioned the Microsoft development framework for web application development. Specifically server applications will rely upon ASP and COM+.</p> <p>www.microsoft.com/catalog/display.asp?site=737&subid=22&pg=1</p>
Business Tier Applications			
Help Desk	REMEDY		Has been selected as the Standard for Helpdesk, problem management software. It is an Industry leader and COTS product

Application Type	Mfg	Product	Summary
High end Statistical Analysis	SAS SPSS		<p>SAS and SPSS are supported on both the OS/390 and PC platforms. Even though not currently implemented, users who require a non-S/390 server based solution should utilize SAS.</p> <p>Excel is also supported for data analysis but the product does not provide the high-end analysis features in SAS. However, many users will find the capabilities of Excel sufficient for their needs.</p> <p>More Info: http://www.sas.com http://www.spss.com</p>
Wireless Email Cingular Goodlink	Verizon Cingular Corporate Email Server Goodlink Corporate Messaging Software Treo 650 Tro 700M		<p>OCTO has approved Palm and Windows OS for the wireless email device for all users of the OCTO Exchange backbone. The OCTO provided service is Cingular Corporate Email Service. The Goodlink software is the standard wireless email application.</p>

Table 1.2
OCTO Hardware Standards

Type of Device	Mfg	Description	Summary
Computing – Desktop			
Desktops I - Normal User	IBM compatible (Dell, IBM Compaq, Toshiba)	Internet Ready Touch Screen Kiosk's Intel® Core™ 2 Duo Processor E6750 (2.66GHz, 4M, VT, 1333MHz FSB) , 1GB Memory, 80 Gig HD, 100/1000 Network Card, 128 MB Video Card, 16 Bit Sound Card, 12x10x52 CDRW, 16X DVD Reader, 19" Flat Panel Monitor	<p>This unit is for new purchases only. This unit has been adopted by the District of Columbia as a Standard for the next 12 months when it will be evaluated again.</p> <p>More Info http://www.dell.com</p>
Computing - Server			
Server (Application)	IBM compatible (Dell, IBM Compaq, Toshiba)	Two-Quad Core Intel® Xeon® L5310, 2x4MB Cache, 2.0GHz, 1066MHz FSB Processors, 4-8GB Memory, 3-5 146GB 10,000 RPM Serial Attached SCSI 3GBps Hard Drive, 2.5-inch, Hot Plug, 16 MB Video, 101	<p>This unit is for new purchases only. This unit has been adopted by the District of Columbia as a Standard for the next 12 months when it will be evaluated again. More Info</p>

Type of Device	Mfg	Description	Summary
		Key Keyboard, 2 button Mouse, 16x DVD ROM, Integrated SAS/SATA RAID 10, PERC 5/i Integrated, Dual Power Supplies, 2 USB 2.0 Ports, 2 PS2 Ports, 1 Firewire port, 1 Parallel Port, Video Port, 100/1000 NIC, 17" Flat Panel Monitor, Rack Chassis w/Sliding Rapid/Versa Rails and Cable Management Arm,Universal	Http://www.dell.com
Server (Database)	IBM compatible (Dell, IBM Compaq, Toshiba)	Two - Quad Core Intel® Xeon® L5310, 2x4MB Cache, 2.0GHz, 1066MHz FSB Processors, 16GB Memory, 5 146GB 10,000 RPM Serial Attached SCSI 3GBps Hard Drive, 2.5-inch, Hot Plug, 16 MB Video, 101 Key Keyboard, 2 button Mouse, 16x DVD ROM, Integrated SAS/SATA RAID 10, PERC 5/i Integrated, Dual Power Supplies, 2 USB 2.0 Ports, 2 PS2 Ports, 1 Firewire port, 1 Parallel Port, Video Port, 100/1000 NIC, 17" Flat Panel Monitor, Rack Chassis w/Sliding Rapid/Versa Rails and Cable Management Arm,Universal	This unit is for new purchases only. This unit has been adopted by the District of Columbia as a Standard for the next 12 months when it will be evaluated again. More Info http://www.dell.com