



U.S. DEPARTMENT OF
ENERGY

BIL Davis Bacon Act and LCPtracker for NASEO

July 12, 2024



Agenda

- **Overview of Davis Bacon Act (DBA) Requirements and LCPtracker**
- **DBA Compliance Approach: AFS, RER Solutions, LCPtracker, GC**
- **Level of Activity:**
 - DOE vs. Recipient
 - Process Flow
- **Live Demonstration Opportunity**
 - SAM.Gov
 - BIL DBA website with Guide and Semi-annual report
 - LCPtracker
- **LCPtracker Setup Guidance from Team Accenture!**
- **NASEO Q&As**

DBA and Davis Bacon Related Act (DBRA) BIL Overview

- **DBA: Enacted in 1931 and amended in 1935 & 1964.**
 - DBA applies to contracts in-excess of \$2,000 for the construction, alteration, and/or repair of public buildings or public works, including painting and decorating, where the United States or the District of Columbia is a direct party to the contract.
- **DBA and DBRA requires contractors pay the laborers and mechanics employed on the project's site of the work:**
 - Weekly basis
 - No less than the prevailing wage and fringe benefits, as determined by the Secretary of Labor
- **DBRA BIL Section 41101 requires all laborer and mechanics performing construction, alternation or repair shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor IAW subchapter IV of Chapter 31 of Title 40 US Code (commonly referred as the "Davis Bacon Act").**

Davis Bacon Act

- **Typically applies to work that requires physical / skilled craft;** often subcontracted
- **Laborer and mechanic positions are detailed in a Wage Determination.**
 - Wage Determinations are issued by the U.S. Department of Labor for a U.S. county, for different types of work, and for various types of laborers and mechanics.
SAM Demonstration available during Q&As
- **For Certification and Compliance:** Prevailing wages and fringe benefits are shown as hourly rates and are compared to the hourly rates being paid to workers.
 - Besides having to pay prevailing wages and benefits, workers must be paid **weekly** and payroll **certified** (*discussed later in presentation*)

Standard DOE DBA FOA language

- Applicants acknowledge that they will comply with all the Davis-Bacon Act requirements, including but not limited to:
- (1) Ensuring that the wage determination(s) and appropriate Davis-Bacon clauses and requirements are flowed down to and incorporated into any applicable subcontracts or subrecipient awards;
- (2) Ensuring that if wage determination(s) and appropriate Davis-Bacon clauses and requirements are improperly omitted from contracts and subrecipient awards, the applicable wage determination(s) and clauses are retroactively incorporated to the start of performance;
- (3) Being responsible for compliance by any subcontractor or subrecipient with the Davis-Bacon labor standards;

Standard DOE DBA FOA language, continued

- (4) Receiving and reviewing certified weekly payrolls submitted by all subcontractors and subrecipients for accuracy and to identify potential compliance issues;
- (5) Maintaining original certified weekly payrolls for three years after the completion of the project and making those payrolls available to DOE or the U.S. Department of Labor (DOL) upon request, as required by 29 CFR 5.6(a)(2);
- (6) Conducting payroll and job-site reviews for construction work, including interviews with employees, with such frequency as may be necessary to assure compliance by its subcontractors and subrecipients and as requested or directed by DOE;
- (7) Cooperating with any authorized representative of DOL in its inspection of records, interviews with employees, and other actions undertaken as part of a DOL investigation;

Standard DOE DBA FOA language, continued

- (8) Posting in a prominent and accessible place the wage determination(s) and DOL Publication: WH-1321, Notice to Employees Working on Federal or Federally Assisted Construction Projects;
- (9) Notifying the Contracting Officer of all labor standards issues, including all complaints regarding incorrect payment of prevailing wages and/or fringe benefits, received from the recipient, subrecipient, contractor, or subcontractor employees; significant labor standards violations, as defined in 29 CFR 5.7; disputes concerning labor standards pursuant to 29 CFR Parts 4, 6, and 8 and as defined in FAR 52.222-14; disputed labor standards determinations; DOL investigations; or legal or judicial proceedings related to the labor standards under this contract, a subcontract, or subrecipient award; and
- (10) Preparing and submitting to the Contracting Officer, the Office of Management and Budget Control Number 1910-5165, Davis Bacon Semi-Annual Labor Compliance Report, by April 21 and October 21 of each year

- **A commercial software tool** used to help ensure compliance with the DBA in terms of paying workers and certification
- **Required** for the prime recipient and all contractors and subcontractors engaged in the BIL projects. Access to LCPtracker to be provided to recipients for free. Recipients can then add subrecipients and so forth.
- **Not a payroll system**; contractors and subs continue to use their normal payroll systems (converted to weekly payrolls if needed)
- **A tool that allows for:**
 - Monitoring of DBA compliance, including identification of potential areas of non-compliance
 - Metrics and Reports e.g. apprentices
 - Project oversight
 - Reduces Paperwork: Hardcopy WH-347 certified payroll form and/or email

System Overview

- **Basic Operation:** The software allows for certified payroll to be uploaded, which is subject to a validation engine that assists with the compliance requirement that all payroll data submitted meets requirements.
- **Recipients using payroll systems that partner with LCPtracker, can do an automatic upload of their payrolls.**
 - If a recipient uses different payroll system, there is a process to map to their payroll file, which would allow them to upload. Limited interaction; only report
- **Allows for data to be uploaded electronically, 24/7**
- **Received DOE Authorization To Operate (ATO)**

LCPtracker Payroll System Partners



System Overview cont.

- **Validation system (70+) checks payrolls for DBA prevailing wage requirements by flagging mathematical errors or omission discrepancies for the recipient to review on a report.**
 - **Examples:**
 - Base hourly rate
 - Total hourly rate
 - Fringe benefit contributions
 - Overtime and double-time
 - Apprentice approval
- **Electronic signature feature allows recipients to electronically sign payroll reports versus using a wet signature / paper submittal.**

Compliance Process & Team Accenture

- S3 & S4 EERE, FECM, GDO, LPO, MESC, OCED, SCEP have secured DBA compliance services = LCPtracker
- **Accenture (Prime Contractor):**
 - Management and Professional Services
 - Authorization to Operate support
- **LCPtracker:**
 - Provide Uniform, third-party DBA electronic payroll compliance software system.
 - Upload wage determinations
 - Provide training, and support through chat and helpdesk functions.
- **RER Solutions - Initial scope:**
 - Assist in onboarding people, projects, and wage determinations into LCPtracker

Contract Overview: Team Accenture, continued

- **RER- Enduring scope**
 - Perform reviews of recipient certified payroll reports
 - Plan and participate in site visits to assigned projects
 - Conduct employee interviews
 - Review complaints and investigations of potential DBA violations
 - Track the resolution of noncompliance issues
 - Support preparation of closeout packages for projects achieving project completion, and prepare supporting reports

Level of Activity Overview

| Activity | DOE | Recipient / Sub | LCPtracker | Frequency |
|------------------------------------|----------------------|-----------------|------------|----------------------|
| Adding new users | X- RER | | | Ad-Hoc |
| Adding sub-tier users | | X | | Ad-Hoc |
| Adding BIL project and sub-project | X- RER | | | Ad-Hoc |
| Identifying Wage Determinations | X-GO (if applicable) | X | | One-time per project |
| Adding Wage Determinations | | | X | One-time per project |
| Providing user training | | | X | Available Weekly |
| Taking user training | Optional | X | | Available Weekly |
| Submitting Payroll | | X | | Weekly |
| Approving Payroll | | X | | Weekly |
| Accepting Payroll | | X | | Weekly |
| Monitor | X | X | | Monthly |

This is conceptual and not all inclusive: Level of activity depends on award. e.g. Straight pass-through, pass-through with some DBA self-performance, Direct performance

LCPtracker Process Flow During Construction (1, 2, 3)

- **Submit Certified Payrolls**
 - The [Contractor Quick-Start Guide](#) provides detailed steps for submitting CPRs
 - The system performs 70+ validations
 - Warning/Alert: Soft stop but permits contractor to move forward
 - Notice/Enforcement: Must be cleared to submit/certify the payroll.
- **Approve Certified Payrolls**
 - The [Prime Approver Guide](#) provides steps for approval or rejection
 - Prime Approvers are required to check CPRs submitted by all lower tier contractors and subcontractors
 - Subcontractors without Admin rights can review lower tier subcontractor CPRs and provide feedback but cannot approve or reject them

LCPtracker Process Flow During Construction, continued

- **Accept Certified Payrolls**
 - Once the Prime Approver approves the accepting party (e.g., Sub-Grantee) accepts or reject *Accept Status* in [Administrator User Manual](#)
 - If accepted, the CPR is locked and is available in LCPtracker for the Reviewer(s)
 - If the CPR is rejected, then the party associated with the rejected CPR will be notified to take action.

Live Demonstration

- BIL DBA website <https://www.energy.gov/infrastructure/davis-bacon-act>
- SAM.Gov <https://sam.gov/content/wage-determinations>

Screenshots of LCPtracker and process for recipient to enter payrolls for validation then certification

Certifications Tab Admin View

Projects

Certifications

Violations

Reports

Admin

eDocuments

Set Up

Support Admin

Certifications

Department

All Departments

Project

All Projects

☐ Include Closed

Contractor

All Contractors

Sub To | Contract ID

All Assignments

Show Only Flagged CPRs? ☐

Load Data

Administrator View and location of submitted/Certified/approved payroll awaiting final review and acceptance.

From Date

To Date

Process Status

All Process Statuses

Accept Status

All Accept Statuses

Prime Approval Status

Not Approved, Approved

Select All

Accept Selected

Match Range ☒ Match Contains ☐

Payroll No. From

Payroll No. To

There are 4 certification records found for the above selection.

| Delete | Contractor | Project | Sub To | Contract ID | Week End | Payroll No | Performing? | Submitted | View CPR | Prime Approval | Approved | Process Status | Select | Accept Status | Accepted | Final | View Details | CPR Flagged? |
|-------------------|------------------|------------------------------------|--------|-------------|-----------|------------|-------------|-----------|----------------|---------------------|-----------|----------------------|--------------------------|------------------------|-----------|---------------|--------------------|--------------|
| <div>Delete</div> | Mormont Builders | NY001678 - Building 227 Brownstown | | Prime | 6/18/2023 | 1 | YES | 6/27/2023 | <div>PDF</div> | <div>Approved</div> | 6/27/2023 | <div>RECEIVED</div> | <input type="checkbox"/> | <div>ACCEPTED</div> | 6/27/2023 | <div>No</div> | <div>Details</div> | NO |
| <div>Delete</div> | Mormont Builders | NY001678 - Building 227 Brownstown | | Prime | 6/25/2023 | 2 | YES | 6/27/2023 | <div>PDF</div> | <div></div> | | <div>Certified</div> | <input type="checkbox"/> | <div>REJECTED</div> | | <div>No</div> | <div>Details</div> | YES |
| <div>Delete</div> | Mormont Builders | NY001678 - Building 227 Brownstown | | Prime | 1/28/2024 | 3 | NO | 2/6/2024 | <div>PDF</div> | <div></div> | | <div>Certified</div> | <input type="checkbox"/> | <div>Permit Edit</div> | | <div>No</div> | <div>Details</div> | NO |
| <div>Delete</div> | Mormont Builders | NY001678 - Building 227 Brownstown | | Prime | 6/9/2024 | 5 | NO | 6/5/2024 | <div>PDF</div> | <div>Approved</div> | 6/27/2024 | <div>Certified</div> | <input type="checkbox"/> | <div>Submitted</div> | | <div>No</div> | <div>Details</div> | NO |

Certification Page

Project Name: NY001678 - Building 227 Brownstown
Project Code / Contract # / EIN: NY001678



WEEKLY CERTIFIED PAYROLL

| | | | | | | | | | | | | | |
|---|--|---|--|--|--|--------------------|--|-----------------------------------|--|----------------------------------|--|-------------------------|--|
| NAME OF CONTRACTOR :Ronk Iron Works Sub To: Mormont Builders Contract ID# 0001 Subcontractor to Mormont Builders | | CONTRACTOR'S LICENSE No. 123-456-7890 SPECIALTY LICENSE No. FEDERAL TAX ID#: 123456789 | | ADDRESS : 3421 Cha PHONE: 7146690052 EMAIL: rronk@lcptra | | | | | | | | | |
| PAYROLL No. 1 | | FOR WEEK ENDING: 06/18/2023 SUBMITTED ON: June 27, 2023 | | MOTOR CARRIER PERMIT No. | | UNION Non-Union | | SELF-INSURED CO WORKERS' COMP | | | | | |
| NAME, ADDRESS, SSN, DRIVER'S LICENSE, ETHNICITY, GENDER | | WORK CLASSIFICATION, LOCATION AND TYPE | | HOURS WORKED EACH DAY | | | | TOTAL HOURS | | BASE HOURLY RATE | | GRC | |
| BRYANT, MALCOM Emp. Id: 123456789 1773 Seward Ave Bronx, NY 10473 DL: NY AFRICAN AMERICAN Male | | BRICKLAYER / Bricklayer / Type: Building, Heavy, Highway and Residential | | 6/12/23 6/13/23 6/14/23 6/15/23 6/16/23 6/17/23 6/18/23 | | | | TOTAL HOURS THIS PROJECT | | BASE HOURLY RATE OF PAY | | THIS PROJECT | |
| XXXX-XX-9999 | | 0 | | S M T W TH F S S | | | | 40.00 | | 100.00 | | 4,000 | |
| | | Bronx County, NY | | S 8.00 8.00 8.00 8.00 8.00 | | | | | | 150.00 | | | |
| | | WD: NY20230003 | | O | | | | | | 200.00 | | | |
| | | | | D | | | | | | | | | |
| All or Part of Fringes Paid to Employee: NO | | Vacation, Holiday and Dues in Gross Pay: NO Voluntary Contributions in Gross Pay: NO | | YTD Sick Pay Hrs | | | | Total Hours All Projects | | Rate in Lieu of Fringe | | Total in L of Fringe | |
| | | | | 20.00 | | | | 40.00 | | 0.00 | | 0 | |
| JENKINS, RICHARD Emp. Id: 987654321 1773 Seward Ave Bronx, NY 10473 CAUCASIAN Male | | LABORER / (Asphalt Construction) Raker / Type: Building, Heavy, Highway and Residential | | 6/12/23 6/13/23 6/14/23 6/15/23 6/16/23 6/17/23 6/18/23 | | | | TOTAL HOURS THIS PROJECT | | BASE HOURLY RATE OF PAY | | THIS PROJECT | |
| XXXX-XX-1722 | | 0 | | S M T W TH F S S | | | | 40.00 | | 100.00 | | 4,000 | |
| | | Bronx County, NY | | S 8.00 8.00 8.00 8.00 8.00 | | | | | | 150.00 | | | |
| | | WD: NY20230003 | | O | | | | | | 200.00 | | | |
| | | | | D | | | | | | | | | |
| All or Part of Fringes Paid to Employee: NO | | Vacation, Holiday and Dues in Gross Pay: NO Voluntary Contributions in Gross Pay: NO | | YTD Sick Pay Hrs | | | | Total Hours All Projects | | Rate in Lieu of Fringe | | Total in L of Fringe | |
| | | | | 20.00 | | | | 40.00 | | 0.00 | | 0 | |
| JONES, BOBBY Emp. Id: 234567891 1773 Seward Ave Bronx, NY 10473 HISPANIC Male | | LABORER / (Asphalt Construction) Shovel (Production Paving only) / Type: Building, Heavy, Highway and Residential | | 6/12/23 6/13/23 6/14/23 6/15/23 6/16/23 6/17/23 6/18/23 | | | | TOTAL HOURS THIS PROJECT | | BASE HOURLY RATE OF PAY | | THIS PROJECT | |
| XXXX-XX-3982 | | 0 | | S M T W TH F S S | | | | 40.00 | | 100.00 | | 4,000 | |
| | | Bronx County, NY | | S 8.00 8.00 8.00 8.00 8.00 | | | | | | 150.00 | | | |
| | | WD: NY20230003 | | O | | | | | | 200.00 | | | |
| | | | | D | | | | | | | | | |
| All or Part of Fringes Paid to Employee: NO | | Vacation, Holiday and Dues in Gross Pay: NO Voluntary Contributions in Gross Pay: NO | | YTD Sick Pay Hrs | | | | Total Hours All Projects | | Rate in Lieu of Fringe | | Total in L of Fringe | |
| | | | | 20.00 | | | | 40.00 | | 0.00 | | 0 | |

Statement of Compliance

Date Tuesday, June 27, 2023

I, Bob Villa, Owner do hereby state:

(1) That I pay or supervise the payment of the persons employed by RONK IRON WORKS on the NY001678 - BUILDING 227 BROWNSTOWN; that during the payroll period commencing on 6/12/2023 and ending on 6/18/2023 all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said RONK IRON WORKS from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

All comments are in the notes on the submitted Certified Payroll Report.

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

[X] - in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

[] - Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS:

EXCEPTION (CRAFT)

EXPLANATION

REMARKS:

NAME: Bob Villa

TITLE: Owner

Electronic Signature Code: NY001678-6/18/2023-0-13323602443854998

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE.

Other Deductions Notes


Employee Name

Craft

Classification

Other Deduction Notes

Reporting



Active Insights

Training Materials

Support

Logout

Live Chat

Co-Browse

My Account

U.S. DEPARTMENT OF ENERGY - SANDBOX [Change Account](#)

Projects

Certifications

Violations

Reports

Admin

eDocuments

Set Up

Support Admin

Admin Reports

▶ Apprentice Reports

▶ Compliance Reports

▶ Custom Reports

▶ List Reports

▶ Management Reports

▶ Special Reports

▶ Specialty Reports, ARRA, HUD, Transit

▶ Workforce Reports

Contractor Payroll Entry

Its as easy as 1, 2, 3!

The screenshot displays a web application interface for Contractor Payroll Entry. At the top, a navigation bar contains several tabs: 'Projects', '1. Payroll Records', '2. Notices', '3. Certification', 'Reports', 'eDocuments', 'Set Up', 'Daily Reporter', and 'LCPcertified'. The '1. Payroll Records' tab is currently selected. Below the navigation bar, a blue header bar reads 'Payroll Records'. The main content area features a grid of buttons. The first row includes 'Enter Records', 'Direct Payroll Subscription', and 'Edit Certified Payroll Records'. The second row includes 'Copy Previous Payroll' and 'Recovery Act Additional Data Entry'. The third row includes 'Edit Uncertified Payroll Records' and 'FHWA 1391 Additional Data Entry'. The fourth row includes 'Upload Records' and 'HUD Additional Data Entry'. Five red rectangular boxes highlight the buttons 'Enter Records', 'Direct Payroll Subscription', 'Copy Previous Payroll', 'Upload Records', and 'Edit Certified Payroll Records'. Three yellow arrows point from the text 'Its as easy as 1, 2, 3!' to the '1. Payroll Records', '2. Notices', and '3. Certification' tabs.

| Projects | 1. Payroll Records | 2. Notices | 3. Certification | Reports | eDocuments | Set Up | Daily Reporter | LCPcertified |
|----------------------------------|--------------------|------------|------------------------------------|---------|------------|--------------------------------|----------------|--------------|
| Payroll Records | | | | | | | | |
| Enter Records | | | Direct Payroll Subscription | | | Edit Certified Payroll Records | | |
| Copy Previous Payroll | | | Recovery Act Additional Data Entry | | | | | |
| Edit Uncertified Payroll Records | | | FHWA 1391 Additional Data Entry | | | | | |
| Upload Records | | | HUD Additional Data Entry | | | | | |

Payroll Entry Options

Payroll record entry form (2 of 2)

Week End Date: 2/5/2016

Contractor: Electrolux

Project: Orange Line Busway Extension to Chatsworth

Sub To: EDWARDS, ANTONIO

Employee: EDWARDS, ANTONIO

Contract ID:

☐ Is Foreman

☐ Is Owner/Operator

Gross Employee Pay This Project (Usually No Fringes)

Wages Paid in Lieu of Fringes (Total Cash Fringes)

Gross Pay All Projects (Sum of all checks entered on deductions)

0.000

0.000

0.000

These fields are Hourly rate fields (Usually No Fringes)

Base Hourly

Overtime Hourly

Doubletime Hourly

47.700

0.000

0

Rate in Lieu of Fringes (Cash Fringes)

0.000

Classifications

| Jurisdiction | Location | Classification | Construction Type |
|-------------------------------|----------------|--------------------|-------------------|
| LCPTracker Trial Jurisdiction | Los Angeles Co | OS REMOVAL LABORER | Building |

Hours Worked Each Day for This Project Only

| | Saturday 1/30/2016 | Sunday 1/31/2016 | Monday 2/1/2016 | Tuesday 2/2/2016 | Wednesday 2/3/2016 | Thursday 2/4/2016 | Friday 2/5/2016 | Total Hours |
|-----------------|--------------------|------------------|-----------------|------------------|--------------------|-------------------|-----------------|-------------|
| Regular Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Overtime at 1.5 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Double-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Fringes / Contributions paid to others (not employee) for This Project Only (Rate Times the # of Hours Worked)

Vac / Hol / Dues

Health & Welf.

Pension

All Other

Training

0.000

0.000

0.000

0.000

0.000

More...

More...

Voluntary Contributions for all Projects

Pension

Medical

0

0

☐ Vac/Hol/Dues Included in Gross Emp. Pay

☐ Some or All Fringes Paid to Employee

☐ Voluntary Contributions Included in Gross

Calculate Fringes

Paycheck - Deductions, Payments and Notes (For All Projects Worked This Week)

As little as one minute per employee with manual method

Manual

Projects

1. Payroll Records

2. Notices

3. Certification

Reports

eDocuments

Set Up

Upload Records

Select week end date:

02/12/2016

Select a project:

Orange Line Busway Extension to Chatsworth

Select a location:

Los Angeles County

☐ Calculate fringes automatically

☐ Use "NOT AVAILABLE" if crafts is unmatched

Select the file to upload:

C:\Users\KVINCIL\Documents\LCPUpload_2014_.xls

Browse...

Help

Upload

Download spreadsheet template

Click on the Help button to access information regarding accounting / payroll system interfaces.

Add multiple employee records within seconds

Upload

Check Notices

Notices will appear if the information submitted does not pass the validations that have been turned on

Notices

Week End Date: 1/1/2016

Contractor: Electrolux

Project: Orange Line Busway Extension to Chatsworth

Sub To:

Employee: EDWARDS, ANTONIO

Contract ID:

☐ Is Foreman

☐ Is Owner/Operator

Gross Employee Pay This Project (Usually No Fringes)

Wages Paid in Lieu of Fringes (Total Cash Fringes)

Gross Pay All Projects (Sum of all checks entered on deductions)

3200.000

800.000

4000.000

These fields are Hourly rate fields (Usually No Fringes)

Base Hourly

Overtime Hourly

Doubletime Hourly

80.000

120.000

0.000

Rate in Lieu of Fringes (Cash Fringes)

20.000

Classifications

Hours Worked Each Day for This Project Only

| | Saturday 12/26/2015 | Sunday 12/27/2015 | Monday 12/28/2015 | Tuesday 12/29/2015 | Wednesday 12/30/2015 | Thursday 12/31/2015 | Friday 1/1/2016 | Total Hours |
|-----------------|------------------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|--------------------|-------------|
| Regular Time | 8.00 | 0.00 | 0.00 | 8.00 | 8.00 | 8.00 | 8.00 | 40.00 |
| Overtime at 1.5 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Double-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 8.00 | 0.00 | 0.00 | 8.00 | 8.00 | 8.00 | 8.00 | 40.00 |

Fringes / Contributions paid to others (not employee) for This Project Only (Rate Times the # of Hours Worked)

Paycheck - Deductions, Payments and Notes (For All Projects Worked This Week)

Notices

| Type | Jurisdiction | Notice(s) / Warning(s) for this record | Linked Pay Records by Check Number |
|--------|-------------------------------|---|------------------------------------|
| NOTICE | LCPTracker Trial Jurisdiction | Warning: Hours worked on Saturday that are not overtime. VAL_14 | |

There is 1 notice

Certify CPR with eSignature

Projects

1. Payroll Records

2. Notices

3. Certification

Reports

eDocuments

Certification Wizard Step 1 of 2

Project Last CPR Info: Date 12/25/2015 | Payroll Number 75

Orange Line Busway Extension to Chatsworth

Work performed this week?

☒ Work activity to be reported for this week

☐ No work activity to be reported for this week

☐ No work activity to be reported for multiple consecutive weeks

Week End Date

01/01/2016

Payroll Number

76

Name of Person Certifying

Jane Aldermann

Title

CFO

Cancel

Next

Click here to begin certification process

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

☐ - in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☒ - Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS:

| EXCEPTION (CRAFT) | EXPLANATION |
|-------------------|-------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Remarks:

eSignature Password:

.....

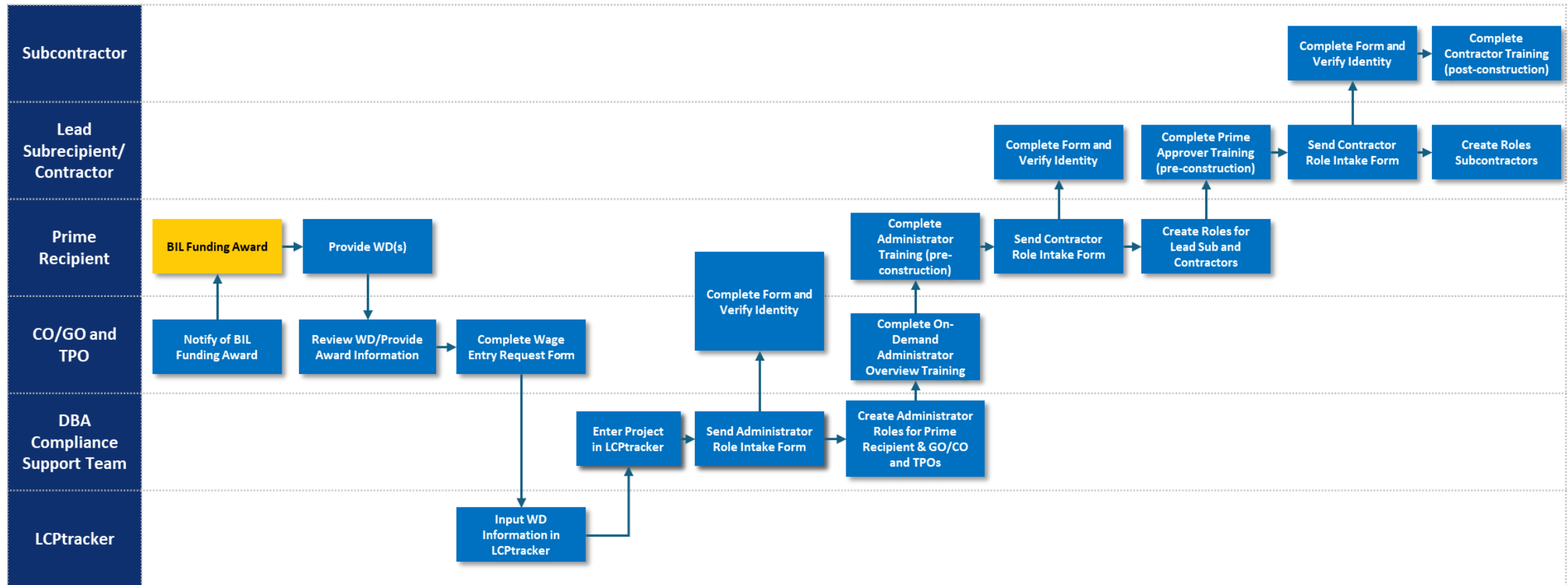
Check here if last (FINAL) certification

eSignature required to certify the payroll

To request training, please feel free to reach out to
training-DOE-BIL-DBLS@lcptracker.com

Getting Setup in LCPtracker

The below process flow provides a high-level overview of the necessary steps needed for Prime Recipients to obtain Administrative access and to setup contractors/subcontractors and projects in LCPtracker.



New Process Screenshot Example (Admin Intake Form)

LCPtracker Admin Intake Form

NOTE: After submitting the form, you will receive a "Next Steps" email with instructions on how to complete account setup.

* Required

1. Email *

Enter your answer

2. Name *

Enter your answer

3. Are you DOE personnel? *

☐ Yes

☒ No

4. Are you the Prime Recipient's main point of contact? *

☒ Yes

☐ No

5. Are you a Prime Approver? *

☐ Yes

☒ No

6. Role *

If you are a CO/GO, TPO, OGC, or Prime Recipient, then you will select Business Manager.

If you do not fall into one of the above categories, please see the link below for a complete list of role descriptions:
[www.lcptracker.com/wp-content/uploads/2023/08/Administrator-Log-Ins-Rev-1.15-4.13.20.pdf](#)

☐ Business Manager

☐ Limited Administrator

FW: LCPtracker Admin Intake: Next Steps

Expires 7/10/2031

From: DOES354DavisBaconLaborStandards <does3s4davisbaconlaborstandards@hq.doe.gov>

Sent: Thursday, July 11, 2024 1:13 PM

To: Wilson, Stephen (CONTR) <Stephen.Wilson1@em.doe.gov>

Subject: LCPtracker Admin Intake: Next Steps

Test User,

Thank you for submitting the LCP Tracker Admin Intake form.

Next, you will need to reserve a timeslot with the LCP Tracker Support team to verify your identity. [click here](#) to schedule your call.

IMPORTANT: Please bring to the call the required identification from either **LIST A** or **LIST B** (below)

[All Documents Must be Unexpired]

LIST A

THE FOLLOWING DOCUMENTATION WILL BE ACCEPTED AS A PRIMARY FORM OF IDENTIFICATION AND MUST CONTAIN A PHOTOGRAPH.

Federal Agency Identification Badge

HSPD-12 Badge

LIST B

These documents are accepted, but 2 are required, and 1 must contain a photograph.

U.S. Passport

Foreign passport with a temporary I-551 stamp

School ID card with a photograph

Native American tribal document

Driver's license or ID card issued by a state or outlying possession of the United States

ID card issued by federal, state or local government agencies or entities

Driver's license issued by a Canadian government authority

Permanent Resident Card or Alien Registration Receipt Card (Form I-551)

Voter's registration card

Military dependent's ID card

Davis Bacon Compliance Support Team

LCPtracker Admin ID Verification

Grab some time with us for an appointment Read more

10 minutes

Booking for LCPtracker Admin ID Verification

SELECT STAFF (OPTIONAL)

Anyone

July 12

DATE

TIME

< >

July 2024

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3:00 PM

3:30 PM

4:00 PM

4:30 PM

All times are in (UTC-05:00) Eastern Time (US & Canada)

ADD YOUR DETAILS

First and last name *

Smith, Joshua L. (CONTR)

Email *

joshua.smith3@hq.doe.gov

Address

Address

Phone number

Add your phone number

Notes

Add any special requests

Book

U.S. DEPARTMENT OF ENERGY

28

States Standard Naming Conventions

- LCPtracker Department Name (sample):
DOE-S3-GDO-NETL-40101d-[Legal Name of State]
- LCPtracker Project Name (sample):
DOE-S3-[State's CID]-[number of sub awardee]-[2 Letter State Abbreviation]-[Legal Name of Sub Awardee]

DOE-S3-DE-GD0000000-001-[State Abbreviation]-[First State's Sub-Awardee's Legal Name]

- States will have access to only their State for all Sub-Awardee projects
- CID# or the DE-GD00000000 helps crosswalk between multiple reporting tools.
- Work/Confirm with TPO on your department and project names

Key LCPtracker Forms & Links

| Form Name | Link to Form |
|---|---|
| LCPtracker Project Intake Form | Project Intake Form |
| LCPtracker Administrator Intake Form | Admin Intake Form |
| LCPtracker Contractor Intake Form | Contractor Intake Form |
| LCPtracker Wage Entry Request Form | Wage Intake Form |
| U.S. General Services Administration Wage Determination | https://sam.gov/content/wage-determinations |
| LCPtracker Admin User Role Descriptions | Admin Logins (lcptracker.com) |
| BIL DBA Home Page | https://www.energy.gov/infrastructure/davis-bacon-act |

Key Reminders

- ❖ DOE (BIL DBA Compliance Support Team) will only create accounts for Prime Recipient staff. Once Administrative access is granted, Prime Recipients will be able to create accounts for additional staff, contractors, and subcontractors.
- ❖ Users requiring system access will need to appear in person or virtually (on camera) to provide identification as specified in the LCPtracker Project Information Intake form.
- ❖ An Administrator role can be created in the LCPtracker system at any point throughout the above process. If your project does not already exist in the system, you can still be added to the system and aligned later once your project is created.
- ❖ Once a project is established, users may be removed or added to specified project. Also, users can be assigned to multiple projects.

**For additional guidance, please feel free to reach
out to the DBA Compliance Support Team at
DOES3S4DavisBaconLaborStandards@hq.doe.gov**

Q&A

NASEO Questions

- Are there grant administrators experienced in using the LCPtracker who can share their lessons learned? [Yes, this software solution has been in operation for over eighteen years and the DOE version is significantly similar to the commercial version, if not identical. Please contract your DOE program office who can view the current users and identify possible collaborations for lessons learned.](#)
- Best practices for working with subrecipients on flow down requirements to adhere to Davis Bacon? [Yes-please share the DOE BIL DBA website and user guide with subrecipients.](#)
- Can a state rep view grants for a variety of programs? [Yes](#)
- Can a recipient report weekly for pay biweekly? [DBA requires weekly pay](#)
- Can you provide an overview of the training within the LCPtracker that will be required by State Energy Offices? [Training is provided by LCPtracker via online modules and also bi-weekly \(Tuesday and Thursday\) virtual training. You can request to be added to the bi-weekly training by emailing \[training-DOE-BIL-DBLS@lcptracker.com\]\(mailto:training-DOE-BIL-DBLS@lcptracker.com\)](#)
- Certified payroll, and auditing requirements and also what circumstances, i.e. subgrants>subcontractors would labor not be Davis Bacon? [Training addresses the requirement for certification along with DOL published information. Monitoring is addressed in the guide. Recipients must perform own applicability analysis then, if necessary, consult with DOE on initial determination.](#)
- Confirm whether a subcontractor with 0 hours worked/no work payroll will be required to report following award date. [No. A certified payroll report is not required for a week in which a contractor performs no work.](#)
- Do contractors need to use the Excel spreadsheet to submit their payrolls or can they submit a different payroll form? [Use of the LCPTracker provided Excel spreadsheet to submit payroll is only applicable if recipient not using one of the existing systems that are in partnership with LCPtracker. Also, there are other methods to submit payroll, such as manual.](#)
- Do DBA requirements apply to projects where the funding is only used for equipment or supplies? [Applicability is fact specific. Please consult with DOE on your applicability analysis](#)
- Does contractors need to submit a statement of no work performed on a davis bacon project for weeks with no work performed? [If it is anticipated that a long period of no work will occur, it would be a good practice to attach a note to the last payroll stating there is no work anticipated for a period of weeks.](#)

NASEO Questions Cont.

- Further detail on when Davis Bacon will apply for HOMES/HEAR programs. [DOE has determined that DBA doesn't apply to these specific IRA funded projects.](#)
- General overview of tracking & reporting requirements and expectations. [This is addressed in the information provided on the BIL DBA website and training.](#)
- How will DBA compliance be reported and how will that compliance be monitored or verified? [Covered- this is the core of what LCPtracker is for](#)
- I want to learn about how the LCPtracker works and reporting through the projects. [This is addressed in the information provided on the BIL DBA website and training](#)
- I'm interested to learn recommendations for tracking these requirements for the 40101(d) grid resilience grant programs. [Covered- Required use of LCPtracker and flow-down](#)
- In stacking IRA Home Energy Rebates (no DB), with Solar For All (yes DB), how would a project manage Davis Bacon overall? [Not applicable for this training session. Please contact EPA with inquired for Solar For All.](#)
- It would be helpful to hear an example workflow of how SEOs can expect to work with subrecipients to use the software [This is addressed in the information provided on the BIL DBA website and training](#)
- Payroll reporting requirements [This is addressed in the information provided on the BIL DBA website and training](#)
- Signing up for LCP tracker and how to walk subrecipients through the registration. [This is addressed in the information provided on the BIL DBA website and training](#)
- We have been given conflicting information about how/if these projects will use LCPtracker since they are currently active. [Covered- clarify how existing projects may start using LCPtracker going forward, and may also store previous certified payroll as records.](#)

NASEO Questions Cont.

- When Davis Bacon does not apply to specific projects [Covered- construction, alteration or repair This is addressed in the information provided on the BIL DBA website, website and also DOL provided information.](#)
- Who all needs and account and do states need multiple accounts for different awards/funding sources? [Covered; individual users may be assigned multiple projects](#)
- Who is responsible for reporting on LCPtracker...the Department or the contractor or both? [Payrolls are certified by the entity paying the labors, mechanics and/or apprentices.](#)
- Will subrecipients be required to use the LCP tracker and will they have to report on a weekly basis? [Covered- Yes to both](#)
- Is it possible for them to prove that they are meeting the requirements regarding wages on a bi-monthly or monthly basis instead of a weekly basis? If not, are the sub -recipients being expected to go back and re-negotiate wage contracts (i.e., pre-existing union contracts) to weekly paychecks? In that case, can the sub-recipients simply opt out of using the DOE grant funds towards the labor costs, or will they still need to report it? [No, this is not a viable way forward. DOL does not recognize the segmenting of project funds away from labor to avoid DBA. If DOE money is flowed down to a subcontractor to complete the project, it is very unlikely that DBA would be avoided if labor is required for the execution of that work.](#)
- Once the state gets training on the LCP Tracker software, are we then expected to teach the sub-recipients how to use it for their reporting, like a “train the trainer” type situation, or will there be a separate training for the sub-recipients to learn how to use the software? [Both are options, but the intent is that subrecipients and quickly start using the system for certified payroll.](#)