

SEMI-ANNUAL LABOR STANDARDS ENFORCEMENT REPORT

Recipient Name: _____

Recipient Project #: _____

Reporting Period: Period 1: October 1 – March 31
 Period 2: April 1 – September 30

PART I – CONTRACTING ACTIVITIES:

Provide the following information for all prime contracts subject to Davis-Bacon or the Contract Work Hours and Safety Standards Act (CWHSSA). Pertains ONLY to contracts awarded during the reporting period.

1. Number of Prime Contracts subject to Davis-Bacon (DBRA) and/or the Contract Work Hours and Safety Standards Act (CWHSSA) **awarded this period:** _____
If the answer to the above is zero (0), skip to Section II – Enforcement Activities.
2. Total dollar amount of prime contracts identified in item 1: _____
3. Provide the following information for each of the contracts identified above. Attach additional sheets as necessary:

Project Name/Number	Contract Amount	Wage Decision Number	Wage Decision Lock-In Date*

**WHAT IS THE LOCK-IN DATE? For contracts entered into pursuant to competitive bidding procedures, the bid opening date “locks-in” the wage decision provided that the contract is awarded within 90 days. If the contract is awarded more than 90 days after bid opening, the contract award date ‘locks-in’ the wage decision. For contracts, purchase orders or other agreements for which there is no bid opening or award date, use the construction start date as the lock-in date. However, for projects receiving assistance under Section 8 of the U.S. Housing Act of 1937 or contracts involving a project wage determination, the lock-in rules may vary from above. See Department of Labor Regulations, 29 CFR, Part 1, Section 1.6 and/or HUD Handbook 1344.1, or consult the HUD Labor Relations staff.*

WHAT IT ISN’T: Do not use the wage decision publication date, unless that happens to correspond to one of the trigger events described above. If you are not sure about any of this, please feel free to contact the Labor Relations staff in your state or region.

PART II – ENFORCEMENT ACTIVITIES

Provide the following information for any contracts awarded under the project, not just those contracts awarded during the reporting period:

1. Number of employers against whom complaints were received: _____
If the answer to the above is zero (0), then STOP. The remainder of this form, except for the certifications, can be left blank.

2. List the employers and projects involved in the complaint. Attach additional sheets as necessary.

Employer Name and Address	Project(s)

3. Of the above, the number of cases referred to HUD Labor Relations for investigation: or for hearing: _____

4. Of the above, the number of cases referred to the Department of Labor (DOL) for investigation or hearing: _____

5. List the cases referred. Attach additional sheets as necessary

Employer	Project Number	HUD or DOL	Investigation or Hearing

6. (a). Number of workers for whom wage restitution was collected and disbursed: Report Only Once. If you previously reported workers for whom restitution was collected, do not report the same workers when funds are disbursed. Include workers to whom restitution was paid directly by the employer. _____

(b) Total amount of straight time wage restitution collected/dispursed during this period: Report Only Once. If you report funds collected, do not report the disbursement. Include restitution amounts paid directly by the employer as reported on corrected certified payrolls. _____

(c) Total amount of CWHHSA overtime wage restitution collected/dispursed during this period: Report Only Once. If you report funds collected, do not report the disbursement. Include restitution amount paid directly by the employer as reported on corrected certified payrolls. _____

(d) Total amount of liquidated damages collected: _____

PART III – CERTIFICATION

I certify that, to the best of my knowledge, this report is correct and complete; and that it reflects all contracts entered into during the reporting period as well as all enforcement activities undertaken.

Typed Name of Chief Elected Official

Signature of Chief Elected Official

Date

Name of Person who prepared this report

Email Address

Telephone

DEFINITIONS AND GUIDANCE

Definitions and Guidance

Part I - Contracting Activity - This part concerns only contracts that were *awarded* during this period. *Do not* include contracts that were awarded prior to this period even though the contracts may still be underway. *Do* include work subject to purchase order or other form of agreement, even if there is no formal contract award.

Item 1. Enter the total number of prime contracts subject to DBRA/CWHSSA *awarded* to you during this period. Track contracts by award or start of construction - **do not** track by bid opening date.

Item 2. Enter the total dollar amount of the contracts reported in Item 1.

Item 3. List each project/contract name, brief descriptive information, number or unique identifier, dollar amount, the wage decision and modification number in the contract, bid opening date, contract award date, and construction start date. Identify which milestone date triggered the wage decision “lock-in” (bid opening date, contract award date or start of construction date, as appropriate). If the project was not subject to sealed bids, indicate “NA” for bid opening date and proceed to identify the other dates.

Part II - Enforcement Activity - This part concerns *all* enforcement activity no matter when the contract was awarded or construction began.

Item 4. Enter the number of **employers** (contractors, subcontractors, lower-tier subcontractors) against whom complaints were received during the report period. List the names of the employers against whom complaints were received and the projects involved.

Item 5. Enter the number of employers that were referred to HUD Labor Relations or DOL staff for investigations, for hearings on appeal and/or debarment hearings. List the employer, project, and agency (HUD or DOL) to which the case was referred, and the reason for referral - investigation, appeal hearing (DOL Regulations 29 CFR Part 5, Section §5.11) and/or debarment (DOL Regulations 29 CFR Part 5, Section §5.12) hearing.

Item 6. Enter information relative to wage restitution that was **collected and/or disbursed** during the report period. This includes restitution disbursed by the agency; restitution reported on certified payroll correction reports, amounts collected but not disbursed because workers could not be found. Report straight time wage restitution separate from Contract Work Hours and Safety Standards Act (CWHSSA) overtime wage restitution. Also list liquidated damages collected for CWHSSA overtime violations.