**RECORD OF WAGE DECISION SELECTION (7-D)**

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| **1. Grantee/UGLG Name:** |  | |
| **2. DEHCR Grant Agreement #:** |  | |
| **3. Date:** | | / / . |

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| --- | --- | --- | --- |
| **4. Project Location** | | | |
| Street Address(es): |  | | |
| County(ies)\*, State: , WI  *\* If the municipality is located in multiple counties, please contact your assigned DEHCR Project Representative immediately for additional guidance.* | | | |
| **5. Construction Type** | | | |
| Type(s) of Construction Work that will be performed: (Select **ALL** that apply.) | | Heavy (General)  Heavy (Water/Sewer)  Highway | Building (Non-Residential)  Residential |
| *Refer to “Securing Wage Decision” and “Bidding” sections of Chapter 7: Labor Standards of the CDBG Implementation Handbook for guidance on selecting the correct wage decision(s) for the project.* | | | |

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| **6. Construction Budget Summary for Wage Decision Selection/Determination** | | |
| This Wage Decision selection is for: | The entire construction project  A single Phase (specifically, Phase # \_\_\_ of \_\_\_ total) | |
| *If the UGLG/Grantee is bidding the project in multiple phases, then a Wage Decision Selection form must be submitted to the assigned DEHCR Project Representative for* ***each*** *separately bid phase of the project. Substantial amendments/change orders to contracts may also constitute obtaining a new wage decision per DBRA updates effective 10/23/2023. Contact DEHCR for guidance.* | | |
| **Work Description (Name)** | | **% of Total Construction Cost** |
|  | | % |
|  | | % |
|  | | % |
|  | | % |
|  | | % |

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| --- | --- | --- | --- |
| **7. Wage Decision(s) Selected:** | | | |
|  | **First Wage Decision** | **Second Wage Decision**  ***(if applicable)*** | **Third Wage Decision**  ***(if applicable)*** |
| **Wage Decision #:** |  |  |  |
| **Modification #:** |  |  |  |
| **Date of Decision:** |  |  |  |

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| --- | --- | --- |
| **8. Estimated Dollar Value**  **of Contract Award:** | **9. Estimated Bid**  **Advertising Dates:** | **10. Estimated Bid**  **Opening Date:** |
| $ |  | / / |

***REMINDER:***

***Friday prior to the bid opening date****, the UGLG/Grantee must check the USDOL SAM Wage Determinations website (*[*https://sam.gov/content/wage-determinations*](https://sam.gov/content/wage-determinations)*) to make sure that the selected Wage Decision(s) is/are still in effect. The* ***Notice(s) of Contractor Award(s)*** *(Attachment 7-H of the* [*CDBG Implementation Handbook*](https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-Implementation-Handbook.aspx) *or a similar form) with the updated wage decision(s) dates and modification numbers included must be submitted via email to the assigned DEHCR Project Representative prior to construction starting for the project/contract. Provisions allow for a* ***10-Day wage decision check*** *for wage decision updates in lieu of the ‘Friday prior to bid opening’ check when it is determined that contacting all potential bidders to update them on the wage decision changes prior to bid opening is not feasible. Refer to Chapter 7 of the* [*CDBG Implementation Handbook*](https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-Implementation-Handbook.aspx) *for additional guidance and requirements.*

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| **11. PREPARER INFORMATION** | |
| Preparer Name & Title: | Preparer Firm/Organization: |

***REMINDER:*** *If the UGLG/Grantee has not yet appointed a Labor Standards Officer, then the* ***Labor Standards Officer Designee*** *form (Attachment 7-C of the CDBG Implementation Handbook) must be completed and submitted to the assigned DEHCR Project Representative with this* ***Wage Decision Selection*** *form.*

#### RECORD OF WAGE DECISION SELECTION (INSTRUCTIONS)

The *Record of Wage Decision Selection* must be completed and submitted to the assigned DEHCR Project Representative prior to the advertisement for bids being published for the construction contract(s).

1. **Grantee//UGLG Name:** Enter the Grantee/UGLG name (e.g., Village of Yourtown).
2. **DEHCR Grant Agreement #:** Enter the DEHCR grant agreement number for the project (e.g., CDBG PF 23-99).
3. **Date:** Enter the date the *Record of Wage Decision Selection* form is being completed.
4. **Project Location**:
   1. Enter the street address(es) of the project.
   2. Enter the county name(s). If the UGLG is located in multiple counties, please contact the DEHCR Project Representative immediately for additional guidance.
5. **Construction Type:** Check all types of construction work that will be performed as part of the project. Refer to “Securing Wage Decision” and “Bidding” sections of *Chapter 7: Labor Standards* of the *CDBG Implementation Handbook* for guidance on selecting the correct wage decision(s) for the project.
6. **Construction Budget Summary for Wage Decision Selection/Wage Determination**:
   1. Check whether the Wage Decision (i.e., wage determination) selection is for the entire project or for a single phase of a multi-phase project. If the wage decision/wage determination selection is for one phase of a multi-phase project enter the phase number and the total number of phases. If the UGLG/Grantee is bidding the project in multiple phases, then a Wage Decision Selection form must be submitted to the assigned DEHCR Project Representative for each separately bid phase of the project. An updated 7-D form also must be submitted to DEHCR if there is a substantial amendment/change order that constitutes obtaining the updated wage decision(s) for the project scope (per DBRA updates effective 10/23/2023).
   2. Work Description (Name) – enter each type of work (sanitary sewer, streets/sidewalks, well) on a separate line.
   3. Percentage of Total Construction Cost – enter the percentage of the total project represented by each type of work.
7. **Wage Decision(s) Selected:** Enter the Wage Decision number, Modification number and Date of Decision for each wage decision. For example, if a project consists of sewer and water replacement and street reconstruction then the project has two wage decisions: WI20240008 for sewer/water and WI20240010 for street reconstruction.
8. **Estimated Dollar Value of Contract Award:** Enter the estimated total dollar value amount of the project.
9. **Estimated Bid Advertising Dates:** Enter the estimated bid advertising dates (the advertising must meet (at minimum) State of Wisconsin Class 2 Notice requirements). Longer notices and additional publication insertions are allowed and recommended.
10. **Estimated Bid Opening Date:** Enter the intended bid opening date (to be listed in the advertisement of bids).
11. **Preparer Information:** Enter the first and last name of the person who completed this form (typically the designated Labor Standards Officer) and their firm/organization (i.e., employer).