

PREVAILING WAGE COORDINATOR

The Lucas County Board of Commissioners has designated George Sydlowski as Prevailing Wage Coordinators, in accordance with Section 4115.071 of the Ohio Revised Code.

George Sydlowski monitors payroll reports and all other paperwork for projects, interviews employees out at the job sites and monitors the work.

The office is located at 1049 S McCord Rd, Holland, Ohio 43528
George Sydlowski: 419-213-4661

CONTRACTORS SUBMISSIONS TO THE WAGE COORDINATOR:

- 1) Contractors are required to supply to the Wage Coordinator, **a schedule of the dates during the life of the contract with Lucas County on which they are required to pay wages to the employees.** See Section 4115.03 (A) (2)
- 2) Contractors shall also deliver to the Wage Coordinator **a certified copy of the payroll within two weeks after the initial pay date and supplemental reports for each month thereafter, which shall exhibit for each employee, their name, current address, social security number, job classification, number of hours worked for project, rate of pay, project gross pay, fringe payments, total hours all jobs, total gross all jobs, and deductions from their wages.** See Section 4115.03 (A) (3)
- 3) If the life of the contract is expected to be no more than four months from the beginning of performance by the contractor or subcontractor, such supplemental reports shall be filed each week after the initial report. See Section 4115.03 (A) (6) (C)
- 4) The certification of each payroll shall be executed by the contractor, subcontractor, or duly appointed agent thereof and **include a State of Compliance** stating that the payroll is correct and complete and that during the payroll period, all persons employed on said project have been paid the full weekly wages earned, that no rebates have or will be made either directly or indirectly to, or on behalf of said contractor or subcontractor for 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. See Section 4115.03 (A) (6) (C)
- 5) Contracts will provide **a Monthly Head Count/Employment Utilization Report**
- 6) Contractors will also provide **each month a copy of any Labor Union Fringe Benefit Fund reports that they submitted to the unions.** See Section 4115.03

PREVAILING WAGE COORDINATOR MONITORING PROCEDURES

The wage Coordinator's duties are those specified in Section 4115.071 and shall include:

- 1 Attend Pre-Construction Meetings to advise contractor of Prevailing Wage responsibilities
- 2 Wage Coordinator has the authority to spot check employees pay checks in the field on the scheduled pay days for full compliance, with regard to the prevailing wage rates, including benefits.
- 3 Wage Coordinator shall visit the project site to get names of employees performing work on the project site, to cross check with payroll reports submitted.
- 4 Wage Coordinator shall verify the subcontractors performing work on the project site with regard to whether they have been approved by the contracting authority.
- 5 Wage Coordinator shall check to see that the prevailing wages are posted on the project site in a place accessible to employees.
- 6 Wage Coordinator shall review at a minimum, 30% of all the submitted payrolls (prime and subcontractors) for any Prevailing Wage Violations.
- 7 Ascertain that the statement of compliance accompanying the certified payroll is the correct one for the project
- 8 Wage Coordinator has the right to request any addition information they feel is required for proper wage verification.
- 9 Contact Contractors of delinquent payrolls
- 10 Notify contractors when necessary to request payroll corrections
- 11 Investigate wage complaints by self or with Ohio Department of Commerce Division of Labor & Worker Safety