

# Contract Management Conference

## LCPtracker/Prevailing Wage Compliance

Adam Strong

Prevailing Wage Compliance

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# LCPtracker - What is It?

## ▶ MDOT

- ▶ Way to receive, validate, and organize certified payroll and prevailing wage documents
- ▶ Included in all FY:17 trunkline contracts
- ▶ Provides centralized data source - transparency to public

## ▶ Contractors

- ▶ Submit certified payroll and associated prevailing wage documents directly into web-based system
- ▶ Provides immediate feedback on payroll completeness
- ▶ Prime reviews all payroll submissions before submission to agency

MICHIGAN  
DEPARTMENT OF TRANSPORTATION

SPECIAL PROVISION  
FOR  
PREVAILING WAGE AND LABOR COMPLIANCE SYSTEM

CFS:AS

1 of 2

APPR:RJC:JJG:07-15-16  
FHWA:APPR:07-29-16

**a. Description.** This work consists of the required use of a prevailing wage and labor compliance (PWLC) system for all prevailing wage documentation as directed by the Engineer. Input all required certified payroll documentation into the PWLC system (LCPTracker) and update this documentation throughout the execution of the contract. Certified payroll information is to be submitted in the PWLC system per the time requirements in the 12SP-107G-01 - Labor Compliance.

**b. Contractor Responsibility.** Coordinate all electronic document submittals including documentation supplied by other companies (e.g. subcontractors, suppliers, fabricators, etc.) as detailed in this special provision. All companies will directly submit their certified payroll information into the PWLC system.

**c. General Requirements.** Submit all certified payroll information as required in this special provision and the 12SP-107G-01 - Labor Compliance. Provide employee zip codes as part of the certified payroll submission. This information will be redacted from any certified payroll reports to protect worker anonymity. Zip code information will be anonymized and used for federal, state, and legislative prevailing wage and labor reporting.

All data entry will be submitted through the following program and website:

Program: LCPTracker

Login Website: <http://www.lcptracker.net>

General Information website: [www.lcptracker.com](http://www.lcptracker.com)

A tutorial for this system can be found though the website provided.

**d. Condition of Payment.** Post all documents electronically into the PWLC system. Electronic posting and submittal of documents is a condition of payment for this contract. Documents submitted in any other manner, unless required otherwise in this special provision or directed by the Engineer, will not be accepted and will delay payment.

**e. Digitally Encrypted Electronic Signatures.** Ensure all documents that require signature authorizations are signed using a digitally encrypted electronic signature. Further information on digital electronic signatures is available in the Bureau of Highway Instructional Memorandum, 2012-02, Digitally Encrypted Electronic Signatures (or as superseded) which can be reviewed at the following website:

[http://www.michigan.gov/documents/mdot/MDOT\\_IM12-02\\_378056\\_7.pdf](http://www.michigan.gov/documents/mdot/MDOT_IM12-02_378056_7.pdf)

**f. Contractor Preparation for Tracking Software:**

# Special Provision

CFS:AS

2 of 2

12SP-104F-01  
07-15-16

1. Information about LCPTracker is available to the Contractor and other project companies (e.g. subcontractors, suppliers, etc.) at the following website: [www.lcptracker.com](http://www.lcptracker.com).

2. Access to the PWLC system is provided at no cost to the Contractor. The project office will setup the project in LCPTracker and assign the Contractor. The Contractor will setup other project companies to submit certified payrolls and prevailing wage/labor compliance documents. Once setup in the system the Contractor and other project companies may access the software at the following website:

[www.lcptracker.net](http://www.lcptracker.net)

3. Use Internet Explorer to access the PWLC system. The Department has tested and will support Internet Explorer versions 8, 9, 10 and 11.

**g. Document Format.** The Engineer reserves the right to electronically reject documents that are deemed to be unsuitable. This may include documents submitted that are illegible or unreadable or contain inappropriate information. The submitting company must re-submit the corrected documents into the PWLC system. Failure to do so will be considered noncompliance and may delay progress payments.

**h. Training.** LCPTracker offers biweekly contractor training sessions, user support manuals, quick start guides, e-Training videos, and a software support staff available Monday thru Friday 8 am to 8 pm EST accessible through the online interface.

**i. File/Document Retention.** The electronic files submitted in the PWLC system are the official contract documents and must follow all Department document retention schedules.

**j. Technical Issue Resolution.** Upon discovery, the Contractor (designated subcontractors, suppliers, etc. must go through prime Contractor) must immediately contact the Engineer through documented correspondence concerning software issues.

**k. Measurement and Payment.** The work included in this special provision will not be paid for separately and is considered to be included in other items of work.

# Why?

- ▶ System validation settings are customized to assure payrolls are complete and mathematically logical when submitted
  - ▶ Reducing forms
  - ▶ Reducing oversight times
  - ▶ Assuring compliance on all payroll submitted against settings

# LCPtracker

- ▶ Contracts not delivered by the TSC must be setup and assigned by TSC
  - ▶ TSC must provide access to full CE consultants
  - ▶ Once contract has been setup it will be visible on “projects” tab
- ▶ Limited number of local pilots
  - ▶ Locals need support from DRs to pilot
  - ▶ Adding the SP via \$0 contract mod after award

## TSC/Region Duties

- ▶ Create contract
- ▶ Assign prevailing wage schedule
- ▶ Assign prime contractor
  - ▶ Create prime contractor account where applicable
- ▶ Assign prime approver
- ▶ Contract delivery (apprentices rate)

## CFS Duties

- ▶ Enter in all wage schedules
- ▶ Contractor/agency training
- ▶ Ongoing support/enhancement

# Statistics

- ▶ 165 projects in LCPtracker / \$1.14 billion
- ▶ +11,000 payrolls submitted
- ▶ 248 contractor accounts
- ▶ 173 projects let with SP through 3/17

[Contract Compliance](#)[User Portal](#)[Training Materials](#)[Support](#)[Logout](#)[Live Chat](#)

## MDOT - MICHIGAN DEPT. OF TRANSPORTATION

[Projects](#)[Certifications](#)[Violations](#)[Reports](#)[Admin](#)[eDocuments](#)[Set Up](#)[3 Admin Notices](#)[Sign up for No Charge Web Based Training](#)[Book Now](#)

### Open Projects

Project Code	Project Name	Start Date	End Date	Bid Ad Date
00000-000000	Test Project			
03023-123259	123259 - M89 Kalamazoo to 12th St., Otsego	05/23/2016	07/09/2016	01/13/2016
03034-114152	114152 - I-196 and US-131 northbound and southbound over Old Allegan Rd	11/05/2015	10/14/2016	09/04/2015
08012-126873	126873 M-43 from east of Usborne Road to west of M-66	06/13/2016	06/21/2016	02/05/2016
08031-106681	106681 M-37 from Groat Road north to M-79	10/24/2016	11/15/2016	09/02/2016
09101-118329	118329 - US-10 Under 9 Mile Road	05/14/2015	09/20/2017	04/03/2015
09111-128443	128443-Wilder Road over M-13 Connector and Wheeler Road over M-13 C onnector	04/17/2017	06/22/2018	08/05/2016
11015-119672	119672 - I-94 EB from northeast of Red Arrow Highway to southwest of I-94 BL.	03/01/2017	06/09/2018	10/07/2016
11015-88117	88117 - I-94 from Red Arrow Highway (Exit 16) to northeast of Puetz Road	02/01/2016	06/09/2017	12/04/2015
11017-128538	128538 - I-94 EB from Hennesey Road to Van Buren County Line	03/01/2017	06/09/2018	10/07/2016

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# Payroll Data

[Projects](#) | [Certifications](#) | [Violations](#) | [Reports](#) | [Admin](#) | [eDocuments](#) | [Set Up](#)

**Certifications**

Department:

Project: 
 Include Closed

Contractor:

Sub To | Contract ID:

From Date:  To Date:

Process Status: 
 Accept Status:

There are 3 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
<input type="button" value="Delete"/>	Z Contractors, Inc.	Test_Road Rehabilitation from I-74 North to Detroit	Test Contractor		2/20/2016	1	YES	3/14/2016	<input type="button" value="PDF"/>	Approved ▾	4/19/2016	Certified ▾	<input type="checkbox"/>	ACCEPTED ▾	5/6/2016	No ▾	<a href="#">Details</a>
<input type="button" value="Delete"/>	Test Contractor	Test_Road Rehabilitation from I-74 North to Detroit			4/22/2016	2	YES	4/19/2016	<input type="button" value="PDF"/>	Approved ▾	4/19/2016	VIOLATION ▾	<input type="checkbox"/>	ACCEPTED ▾	7/6/2016	No ▾	<a href="#">Details</a>
<input type="button" value="Delete"/>	Test Contractor	Test_Road Rehabilitation from I-74 North to Detroit			4/29/2016	3	YES	4/19/2016	<input type="button" value="PDF"/>	Approved ▾	6/30/2016	VIOLATION ▾	<input type="checkbox"/>	UPDATED ▾		No ▾	<a href="#">Details</a>

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Statement of Compliance

Date Monday, May 16, 2016

I, Adam Strong, CFO do hereby state:

(1) That I pay or supervise the payment of the persons employed by TEST CONTRACTOR on the TEST\_\_ROAD REHABILITATION FROM I-74 NORTH TO DETROIT; that during the payroll period commencing on 5/10/2016 and ending on 5/16/2016 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 TEST CONTRACTOR 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

(4) That:

(a) WHERE FF

[ ] - in addition

in the contract

of such empl

(b) WHERE FF

[X] - Each lab

applicable ba

(c) EXCEPTIO



WEEKLY CERTIFIED PAYROLL REPORTING FORM

October 06, 2016

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NAME OF CONTRACTOR :Test Contractor		CONTRACTOR'S LICENSE No. 5177197344		ADDRESS : 8885 Ricks Rd , Lansing, MI 48909		PROJECT LOCATION/ CODE / NAME :	
Prime		SPECIALTY LICENSE No.		PHONE: 5177197344		Statewide / 00000-000000 / Test Project	
Prime				EMAIL: strongadam86@gmail.com			
PAYROLL No. 1		FOR WEEK ENDING: 10/08/2016 SUBMITTED ON: October 06, 2016		MOTOR CARRIER PERMIT No.		UNION Non-Union	
				SELF-INSURED CERTIFICATE No.		WORKERS' COMP. POLICY :	

NAME, ADDRESS, SSN, DRIVER'S LICENSE, ETHNICITY, GENDER	WORK CLASSIFICATION, LOCATION AND TYPE	HOURS WORKED EACH DAY								TOTAL HOURS	BASE HOURLY RATE	GROSS AMOUNT EARNED		DEDUCTION . CONTRIBUTION AND PAYMENTS																	
		10/2/16	10/3/16	10/4/16	10/5/16	10/6/16	10/7/16	10/8/16	TOTAL HOURS THIS PROJECT			BASE HOURLY RATE OF PAY	THIS PROJECT	ALL PROJECTS	Federal Tax	Social Security	Medicare	State Tax	Local Taxes /SDI	Other	Savings	Total Deduction	Check No.								
BRYANT, KOBE Emp Id: 1212 XXXX-XX-1212 AFRICAN AMERICAN Male	ENGI0324-006 / Power Equipment Operators (Airport, Bridge & Highway Construction) - Area 2: Group 5 / Type: Highway Statewide WD: MI160001		S	M	T	W	TH	F	S	10.00	23.90	239.00	467.50	6.78	28.99	0.00	19.87	0.00	0.00	0.00	55.64	See Notes									
										10.00	35.85	239.00	467.50	Vac/Dues	Trav. Subs.	Health & Welfare	Pension	Vacation Holiday	Training	All Other	Total Fringes Paid to 3rd	Net Paid Week									
											0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	411.85								
All or Part of Fringes Paid to Employee: YES		Vacation, Holiday and Dues in Gross Pay: NO		Voluntary Contributions in Gross Pay: NO		Total Hours All Projects		Rate in Lieu of Fringes:		Total in Lieu of Fringes:		Total Base Rate + Fringes		Voluntary Pension		Voluntary Medical		H & W Rate		Pension Rate		Vac Hol Rate		Training Rate		All Other Rate		Total Fringe Rate to 3rd		Payroll Payment Date	
						10.00		22.85		228.50		46.75		0.00		0.00		0.00		0.00		0.00		0.00		0.00		10/14/16			

NOTES:Paycheck Number: Direct Deposit

TOTAL STANDARD HOURS :	10.00	TOTAL 1.5 OT HOURS:	0.00	TOTAL 2.0 OT HOURS:	0.00	GRAND TOTAL HOURS:	10.00
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REMARKS:

NAME: Adam S  
TITLE: CFO

Electronic Sign

THE WILLFUL PROSECUTION

# Prevailing Wage Compliance

- ▶ Check forms webpage to ensure your forms are current
  - ▶ Jobsite poster inspection checklist (1967) will be updated soon
- ▶ Most BOHIMs including IM09-07 - Prevailing Wage Oversight Procedures have been incorporated into MDOT Construction Wiki
  - ▶ Division 1 Section 107

# Questions?



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