



State of Alaska Prevailing Wages – Pamphlet No. 600

Discussion regarding application,
compliance, & reporting

Jody King, Assistant Director
Alaska APEX Accelerator

April 24, 2025

Answers to Common Questions

Our FAQ area has info on UEI, SAM, GSA, and other government contracting topics.

see our extensive
FAQ »

Are you new to government contracting?

Government contracting is a more complex, involved business process than what is usually found in the private sector.

ARE YOU READY
for government contracting? »

THE 10-STEP APPROACH
to government contracting »

Program Introduction

Now Alaska APEX Accelerator!

- Free assistance with all aspects of government contracting, from cradle to grave (start to finish) for federal, state and local purchasing activity
- Free one-on-one appointments
- Free workshops (Special events and extended training session may have registration fees)
- The Alaska APEX is one of 96+ other APEX Accelerators across the US, Puerto Rico, & Guam

<https://apexalaska.org/>

<https://www.napex.us/>

<https://www.apexaccelerators.us/#/>



**UAA Business
Enterprise Institute**
UNIVERSITY of ALASKA ANCHORAGE

The Alaska APEX is a program of the UAA Business Enterprise Institute and is funded in part through a cooperative agreement with the Department of Defense Office of Small Business Programs

❖ Prevailing Wage Overview

- Definitions
- Look at statutes
- Why is it required
- When does it apply & not apply
- Federal Davis Bacon & Related Acts (DBRA)

❖ Breaking Down Pamphlet 600

❖ Public Construction Process

❖ Registering in myAlaska - LSS Application Portal

❖ Submitting Certified Payroll

❖ Notice of Project Completion

❖ Title 36 Enforcement



Prevailing Wage Overview

- ❖ **What is a prevailing wage?** The prevailing wage rate is defined as the average wage paid to similarly employed workers in a specific occupation in the area of intended employment.
- ❖ **Purpose:** Prevailing wage laws ensure that workers on public projects are paid fairly and that contractors are not undercutting local wages.
- ❖ **How it's determined:** Regulatory agencies, like the U.S. Department of Labor, determine prevailing wage rates based on data from similar projects in the area, often using union wage rates as a reference.
- ❖ **Who it applies to:** Prevailing wage requirements typically apply to contractors and subcontractors on projects funded by federal, state, or local government agencies.
- ❖ **Calculation:** The prevailing wage includes not just the basic hourly rate but also any fringe benefits like health insurance, retirement plans, and paid time off, which are also part of the average wage.



What is a prevailing wage for Construction in Alaska?

Sec. 36.05.010. Wage rates on public construction.

A contractor or subcontractor who performs work on a public construction contract in the state shall pay not less than the current prevailing rate of wages for work of a similar nature in the region in which the work is done.

The current prevailing rate of wages is that contained in the latest determination of prevailing rate of wages issued by the Department of Labor and Workforce Development at least 10 days before the final date for submission of bids for the contract. The rate shall remain in effect for the life of the contract or for 24 calendar months, whichever is shorter.

Title 36 Public Contracts



**Wage and Hour
Administration
Pamphlet 400**

**Statutes
Regulations**

January 2021

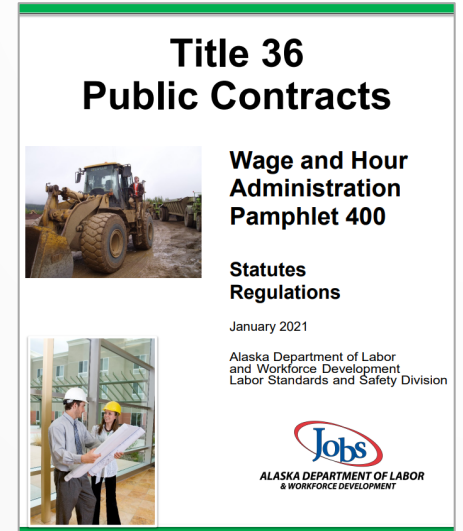
Alaska Department of Labor
and Workforce Development
Labor Standards and Safety Division



What is a prevailing wage for Construction in Alaska?

8 AAC 30.900 (13)(e)(16)

"prevailing wage rate" means the total of the **basic hourly rate, health and welfare, pension, legal service, apprentice training payments and other fringe benefits** which inure to the benefit of the worker, as published by the department



<https://labor.alaska.gov/lss/forms/Pam400.pdf>



- Fringe Benefits are applied to base hours → not overtime
- Fringe Benefits may be:
 - Paid directly on the paycheck as gross wages
 - Union Trust Fund
 - Approved benefit plan
- Overtime = 1.5 x base hour (no fringe)

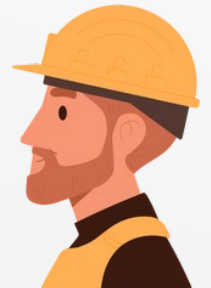
Applies

- Public project
- Direct labor
- Foreman who pick-up tools for more than just demonstration



Doesn't Apply

- Commercial / residential projects – not grant funded*
- Bona Fide Material Suppliers performing mere delivery & common carriers
- Scale house Workers
- Air Balancing (when strictly air balancing)
- Utility locators
- Concrete Slump Testers, Compaction Testers, or Inspectors
- Supervisors, Foremen, Superintendents, or Owners
- Engineers, Architects, or Archaeologists



DAVIS-BACON AND RELATED ACTS (DBRA)



Wage and Hour Division

What is the Davis-Bacon Act (DBA)?

History of the DBA

- The DBA, passed in 1931, was the first Federal law to govern wage standards for non-government workers. It requires the payment of locally prevailing wages and fringe benefits, as determined by DOL, to laborers and mechanics working for contractors and subcontractors engaged in Federal construction contracts.
- In 1934, the [Copeland Act](#) added a requirement for contractors to submit weekly certified payrolls and prohibited any person from inducing a worker to give up any part of the compensation that they are entitled to under the terms of their employment contract.
- Subsequent amendments in 1935 and 1964 added the requirement to include applicable wage determinations in covered contracts, established withholding and debarment procedures, and added fringe benefits to the prevailing wage requirements.

Purpose of the DBA

- To protect local wage standards by preventing contractors from basing their bids on wages lower than those prevailing in the area.

DBA requirements

- Contractors must pay [laborers and mechanics](#) working directly upon the [site of the work](#) at least the locally prevailing wages (including fringe benefits) listed in the applicable Davis-Bacon wage determination in the contract for the work performed.
- The DBA directs DOL to determine the applicable locally prevailing wage rates. DOL primarily does so by conducting Davis-Bacon surveys and issuing general [wage determinations](#), which are listings of prevailing wage and fringe benefit rates for classifications of laborers and mechanics for a particular type of construction in the specified geographic area. General wage determinations are published on the System for Award Management (SAM) website at <https://sam.gov/content/wage-determinations> for contracting agencies to incorporate them into covered contracts. In some cases, upon request of contracting agencies, DOL will issue a “project wage determination” setting out prevailing wage and fringe benefit rates for a specific construction project.

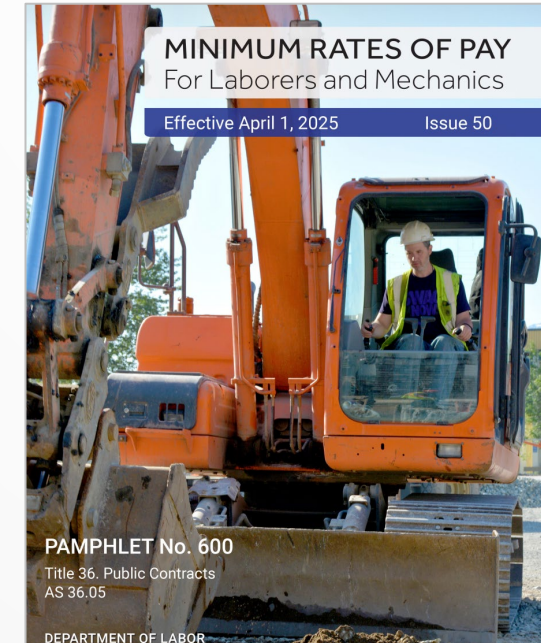
<https://www.dol.gov/agencies/whd/government-contracts/prevailing-wage-resource-book/dbra-coverage>

Sec. 36.05.005. Applicability.

This chapter applies only to a public construction contract that exceeds \$25,000.

Sec. 36.05.070. Wage rates in specifications and contracts for public works.

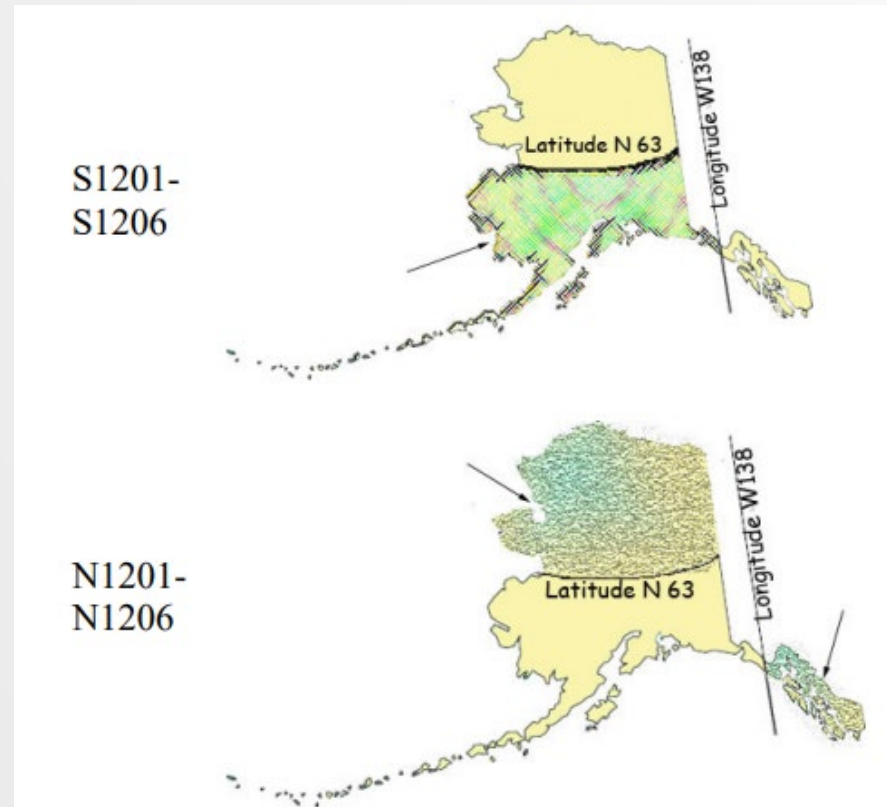
- (a) The advertised specifications for a public construction contract that requires or involves the employment of mechanics, laborers, or field surveyors must contain a provision stating the minimum wages to be paid various classes of laborers, mechanics, or field surveyors and that the rate of wages shall be adjusted to the wage rate under AS 36.05.010.
- (b) Repealed by §17 ch 142 SLA 1972.
- (c) A public construction contract under (a) of this section must contain provisions that
 - (1) the contractor or subcontractors of the contractor shall pay all employees unconditionally and not less than once a week;
 - (2) wages may not be less than those stated in the advertised specifications, regardless of the contractual relationship between the contractor or subcontractors and laborers, mechanics, or field surveyors;
 - (3) the scale of wages to be paid shall be posted by the contractor in a prominent and easily accessible place at the site of the work;
 - (4) the state or a political subdivision shall withhold so much of the accrued payments as is necessary to pay to laborers, mechanics, or field surveyors employed by the contractor or subcontractors the difference between
 - (A) the rates of wages required by the contract to be paid laborers, mechanics, or field surveyors on the work; and
 - (B) the rates of wages in fact received by laborers, mechanics, or field surveyors.



https://labor.alaska.gov/lss/forms/Pamphlet_600_Issue_50.pdf

LABORER CLASSIFICATION CLARIFICATION

The laborer rates categorized in class code S1201-S1206 apply in one area of Alaska; the area that is south of N63 latitude and west of W138 Longitude. The laborer rates categorized in class code N1201-N1206 apply in two areas of Alaska; the Alaska areas north of N63 latitude and east of W138 longitude. The following graphic representations should assist with clarifying the applicable wage rate categories:



APPRENTICE RATES

Apprentice rates at less than the minimum prevailing rates may be paid to apprentices according to an apprentice program which has been registered and approved by the Commissioner of the Alaska Department of Labor and Workforce Development in writing or according to a bona fide apprenticeship program registered with the U.S. Department of Labor, Office of Apprenticeship Training. Any employee listed on a payroll at an apprentice wage rate who is not registered as above shall be paid the journeyman prevailing minimum wage in that work classification. Wage rates are based on prevailing crew makeup practices in Alaska and apply to work performed regardless of either the quality of the work performed by the employee or the titles or classifications which may be assigned to individual employees.



- ❖ Must be properly registered in their craft
 - US DOL, Office of Apprenticeship Training (907) 271-5035
- ❖ Entitled to full fringe benefits unless stated otherwise in apprenticeship standards
- ❖ Paid % of published rate
- ❖ Entitled to Journeyman rate when unregistered, out of ratio, or unsupervised. (State ratio = 1 to 1)*

Laborers' & Mechanics' Minimum Rates of Pay

Class Code	Classification of Laborers & Mechanics	BHR H&W PEN				TRN	Other Benefits		THR
Boilermakers									
*See per diem note on last page									
A0101	Boilermaker (journeyman)	54.08	8.57	18.72	2.50	VAC 4.25	SAF 0.34	88.46	
Bricklayers & Allied Craftworkers									
*See per diem note on last page									
A0201	Blocklayer, including:	52.77		9.91	0.66	L&M 0.20	ANU 2.45	65.99	
	Bricklayer								
	Marble Mason								
	Refractory Worker (Firebrick, Plastic, Castable, and Gunitite Refractory Applications)								
	Stone Mason								
	Terrazzo Worker								
	Tile Setter								
A0202	Pointer/Caulker/Cleaner (PCC)	52.77		9.91	0.66	L&M 0.20	ANU 2.45	65.99	
	Caulker								
	Cleaner								
	Tuck Pointer								
A0203	Finisher	40.91		10.03	0.54	L&M 0.20	ANU 2.45	54.13	
	Marble Finisher								
	Terrazzo Finisher								
	Tile Finisher								
A0204	Torginal Applicator	40.91		10.03	0.54	L&M 0.20	ANU 2.45	54.13	

Wage benefits key:

ANU = Annuity

BHR = Basic Hourly Rate

H&W = Health and Welfare

IAF = Industry Advancement Fund

LEG = Legal fund

L&M = Labor/Management fund

PEN = Pension fund

SAF = Safety

SUI = Supplemental Unemployment Insurance

S&L = SUI & LEG combined

TRN = Training

THR = Total Hourly Rate

VAC = Vacation

Class Code	Classification of Laborers & Mechanics	BHR	H&W	PEN	TRN	Other Benefits	THR
Culinary Workers							
A0501	Baker/Cook	29.95	7.53	8.83		LEG	46.31
A0503	General Helper	25.92	7.53	8.83		LEG	42.28
	Housekeeper						
	Janitor						
	Kitchen Helper						
A0504	Head Cook	29.95	7.53	8.83		LEG	46.31
A0505	Head Housekeeper	26.20	7.53	8.83		LEG	42.56
	Head Kitchen Help						

Elevator Workers							
*See per diem note on last page							
A0802	Elevator Constructor	50.01	16.28	21.36	0.80	L&M 1.60	VAC 5.55 95.60
A0803	Elevator Constructor Mechanic	71.44	16.28	21.36	0.80	L&M 1.60	VAC 7.93 119.41

Wage benefits key:

ANU = Annuity
 BHR = Basic Hourly Rate
 H&W = Health and Welfare
 IAF = Industry Advancement Fund
 LEG = Legal fund
 L&M = Labor/Management fund
 PEN = Pension fund
 SAF = Safety
 SUI = Supplemental Unemployment Insurance
 S&L = SUI & LEG combined
 TRN = Training
 THR = Total Hourly Rate
 VAC = Vacation

Class Code	Classification of Laborers & Mechanics	BHR	H&W	PEN	TRN	Other Benefits	THR
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IronWorkers

*See per diem note on last page

						L&M	IAF	
A1101	Ironworkers, including:	46.49	10.16	26.45	0.87	0.20	0.24	84.41
	Bender Operators							
	Bridge & Structural							
	Hangar Doors							
	Hollow Metal Doors							
	Industrial Doors							
	Machinery Mover							
	Mass Timber Construction (Cross Laminate Timber)							
	Ornamental							
	Reinforcing							
	Rigger							
	Sheeter							
	Signalman							
	Stage Rigger							
	Toxic Haz-Mat Work							
	Welder							

Wage benefits key:

- ANU = Annuity
- BHR = Basic Hourly Rate
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- IAF = Industry Advancement Fund
- LEG = Legal fund
- L&M = Labor/Management fund
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- SAF = Safety
- SUI = Supplemental Unemployment Insurance
- S&L = SUI & LEG combined
- TRN = Training
- THR = Total Hourly Rate
- VAC = Vacation

* Per diem is an established practice for this classification. This means that per diem is an allowable alternative to board and lodging if all criteria are met. See 8 AAC 30.051-08 AAC 30.056, and the per diem information on page vii of this Pamphlet.

** Work in combination of classifications: Employees working in any combination of classifications within the diving crew (working diver, standby diver, and tender) in a shift are paid in the classification with the highest rate for a minimum of 8 hours per shift.

Public Construction Process

- ❖ Contract Let for Bid or Sole Source
- ❖ Contractors Submit Bids
- ❖ Bid Opening/Contract Award
- ❖ **Notice of Award Filed**
- ❖ **Notice of Work filed – filing fee**
- ❖ **Certified payroll filed**
- ❖ **Change Orders?**
- ❖ **Notice of Completion
– DOLWD review**
- ❖ Final Payment/ Closeout



Wage and Hour webinars now available online!

Wage and Hour is now providing interactive online webinars covering basic wage and hour laws for employers, contractors and employees.

Wage and Hour Laws/Child Labor Laws - Every third Tuesday of every month from 9:00 a.m. to noon.

Public Construction and Prevailing Wage - Every third Wednesday of every month from 9:00 a.m. to noon.

Please contact our office at [\(907\) 269-4900](tel:9072694900) for registration.

<https://labor.alaska.gov/lss/whhome.htm>

- ❖ Submitted by Agency through the myAlaska LSS Online Filing Services
- ❖ Must be submitted within 20 days of Award
- ❖ Provides the Department with the Project information
 - Identity of the Prime Contractor
 - Initial Award Amount
 - The Bid Date and Award Date
 - Expenditure of any Federal Funds
- ❖ Review, Processing and Approval or Denial by Department



- ❖ Submitted by Prime through the myAlaska LSS Online Filing Services
- ❖ Must be filed before work commences – exception for emergency work (within 14 days of commencement of onsite construction work)
- ❖ Provides the Department with information:
 - Project Location
 - Contractor Contact
 - Identities of Known Subcontractors & Contract Amounts
 - The Notice of Work is not complete until any applicable filing fees have been paid
- ❖ Calculation of Filing Fee: 1% of total Contract amount, \$5,000.00 maximum



<https://tos.dol.alaska.gov/tos/>



Department of Labor and Workforce Development

EMPLOYMENT SECURITY TAX

[HOME](#) [JOB SEEKERS](#) [WORKERS](#) [EMPLOYERS](#) [TRAINING](#) [DATA RESEARCH](#)

[State of Alaska](#) / [DOLWD](#) / [estax](#) / **ES Tax**

Employment Security Tax

The Employment Security Tax section is responsible for providing assistance and information to employers concerning the Unemployment Insurance (UI) contributions program and for the collection of UI contributions.

- [Online employer services](#)
- [Online filing instructions](#)
- [Online filing demonstrations](#)
- [Alaska Employer Packet](#)

Scam Alert

ALERT

If you received a payment demand notice from a third party regarding your employment security tax account, disregard the notice. Legitimate notices will be from the State of Alaska with a valid address and phone number. Employment Security Tax does not use a third party to seize property, file levies and/or liens, or collect payments from employers. Payments should only be made directly to our agency either in-person, by mail or online using TaxWeb by selecting [Online employer services](#). If you are unsure of the authenticity of the notice, please contact the Employment Security Tax office. Learn how to recognize the differences: [Sample scam letter](#)

LINKS

[ES TAX HOME](#)

[ALASKA EMPLOYER PACKET](#)

[EMPLOYER NEWSLETTERS](#)

[ES TAX HANDBOOK](#)

[FAQS](#)

[FAQS FOR TAXWEB](#)

[FORMS/PUBLICATIONS](#)

[RATE/TAXABLE WAGE BASE](#)

[TAX CALCULATION COOKBOOK](#)

OTHER LINKS

[APPEALS](#)

[LAWS AND CASES](#)

[NEED A SPEAKER?](#)

[RAPID RESPONSE](#)

CONTACT

OFFICE LOCATIONS

**Alaska Department of Labor and
Workforce Development
Employment Security Tax**

P.O. Box 115509

Juneau, AK 99811-5509

Phone: (907) 465-2757

Toll free phone: (888) 448-3527

(888) 448-2937

Relay Alaska: (800) 770-8973

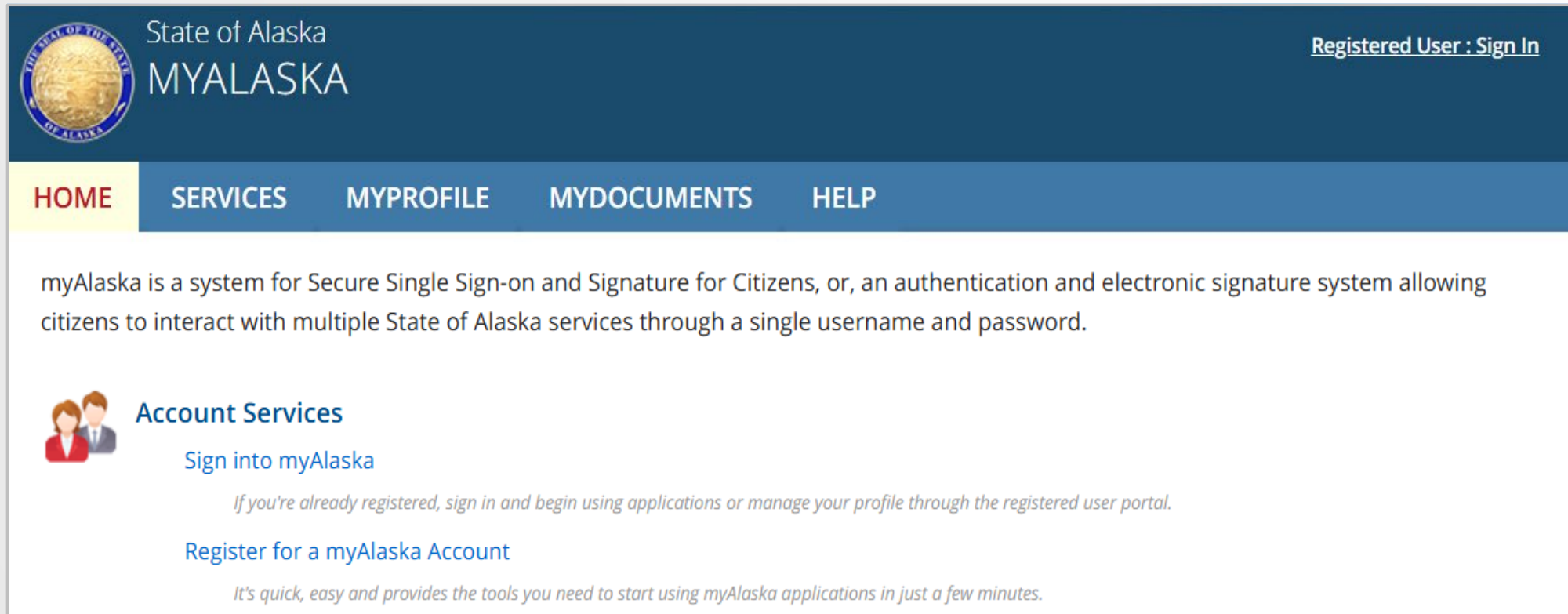
Fax: (907) 465-2374

Email: esd.tax@alaska.gov

<https://labor.alaska.gov/estax/home.htm>



- ❖ Every contractor who is awarded a public construction project must register their business for a unique myAlaska account to use the LSS Online Filing services portal.




The screenshot shows the myAlaska portal homepage. At the top, there is a dark blue header with the State of Alaska seal on the left, the text "State of Alaska MYALASKA" in the center, and a link "Registered User : Sign In" on the right. Below the header is a navigation bar with five tabs: "HOME" (highlighted in yellow), "SERVICES", "MYPROFILE", "MYDOCUMENTS", and "HELP". The main content area has a white background. It starts with a paragraph explaining that myAlaska is a system for Secure Single Sign-on and Signature for Citizens, or an authentication and electronic signature system allowing citizens to interact with multiple State of Alaska services through a single username and password. Below this is a section titled "Account Services" with an icon of two people. It contains two links: "Sign into myAlaska" and "Register for a myAlaska Account". Each link is followed by a descriptive sentence: "If you're already registered, sign in and begin using applications or manage your profile through the registered user portal." and "It's quick, easy and provides the tools you need to start using myAlaska applications in just a few minutes."

State of Alaska
MYALASKA

[Registered User : Sign In](#)

HOME SERVICES MYPROFILE MYDOCUMENTS HELP

myAlaska is a system for Secure Single Sign-on and Signature for Citizens, or, an authentication and electronic signature system allowing citizens to interact with multiple State of Alaska services through a single username and password.


 **Account Services**

[Sign into myAlaska](#)

If you're already registered, sign in and begin using applications or manage your profile through the registered user portal.

[Register for a myAlaska Account](#)


It's quick, easy and provides the tools you need to start using myAlaska applications in just a few minutes.



State of Alaska
MYALASKA

Signed in as : [Sign Out](#)

[HOME](#)
[SERVICES](#)
[MYPROFILE](#)
[MYDOCUMENTS](#)
[HELP](#)



Services for Businesses
AASHTOWare Project

AASHTOWare Project (AWP) is a website based software designed specifically for state DOTs to manage their complex construction processes. AASHTOWare Project has been customized by the Alaska Department of Transportation & Public Facilities (DOT&PF) to align with our business process, to track and monitor projects, and to comply with all federal and state regulations.

[Employment Security Tax](#)
Manage your business's Employment Security Tax

[Insurance Survey](#)
Submit annual surveys.

[LSS - Online Filing Services](#)

<https://my.alaska.gov/>

❖ Access the LSS Online Filing Services portal to:


- File a Notice of Work
- File Employee Payroll,
- Pay a Filing fee
- File a Notice of Completion




State of Alaska > DOLWD > Labor Standards & Safety > Wage & Hour > LSS App Portal

AK DOL - LSS Application Portal
[? FAQ](#)


Contractor Applications



File Notice of Work
Use this tool to file a Notice of Work. File the Notice as soon as you are awarded a contract. A Notice of Work is required before you can begin working on site and must be submitted to the Department of Labor.




Search Contractors for Submitted Payroll
Contractors, Agencies, and the general public use this tool to verify that a Certified Payroll was submitted for a given contractor/project/week.




Upload/Submit Certified Payroll and Employee Lists
Certified Payrolls from the weekly and bi-weekly spreadsheets can be automatically uploaded and submitted. Employee Lists (formerly called Demographics) can also be submitted automatically by either uploading the information from the Employee List tab in the Certified Payroll spreadsheets or by uploading a comma separate file (CSV).

- [Directions](#)
- Download a copy of the [Weekly Certified Payroll Spreadsheet](#)
- Download a copy of the Bi-Weekly Certified Payroll Spreadsheet **Coming Soon!**
- Ready to upload? [Test for correct formatting](#) of the Certified Payroll or the Employee List




File Notice of Completion
Use this tool to file a Notice of Completion. This must be done after the project is complete. The Awarding Agency will be notified when a Notice of Completion is filed and all filing fees are paid, assuming there are no compliance issues associated with the project or contractor.




Pay Filing Fees Electronically
Use this tool to pay filing fees associated with Notices of Work or Completion. Payment can be made using a bank account or a Master Card or Visa. Manual Payment information is also available through this interface. If you have any questions about payments, please contact your local office (see below).


Public / Agency Applications



File Notice of Award
Use this tool to inform LSS that a contract has been awarded.



Search Notice of Award
Agencies, Contractors and the general public use this tool to search for previously filed Notice of Awards. Can search by Agency, Project, Contractor and contract number.




Search filed Notice of Work, Notice of Completion

Anchorage
1251 Muldoon Road, Suite 113
Anchorage, AK 99504-2098
Phone: (907) 269-4900
Fax: (907) 269-4915
statewide.wagehour@alaska.gov

Fairbanks
675 7th Avenue, Station J-1
Fairbanks, AK 99701-4596
Phone: (907) 451-2886
Fax: (907) 451-2885
statewide.wagehour@alaska.gov

Juneau
1111 W. 8th St. Rm 302
P.O. Box 111149
Juneau, Alaska 99811-1149
Phone: (907) 465-4842
Fax: (907) 465-3584
statewide.wagehour@alaska.gov

File Notice of Work

 **State of Alaska**

myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees

Alaska Department of
Labor and Workforce Development

search

☒ Labor ☐ State of Alaska

Job Seekers Workers Employers Researchers Labor Shortcuts

State of Alaska > DOLWD > Labor Standards & S

Notice of Work - Co

1 Contractor & Project

2 Project Information

3 Contractors & Subcontractors

4 Review

5 Sign and Submit

6 Finished

Are there any Alaska residents employed by this contractor?
[Yes](#)
[No](#)

Step 1: Select the desired contractor

Step 2: Select the project from the following list

If you do not see the desired contractor or project listed, use the "add" button below to create a new contractor and/or project. To edit a contractor or project, select the contractor or project from the list and click the "edit" button below.

[Click here](#) for applicable Alaska statute.

Contractor

Project ([Sort By Number](#))

Add Contractor

Edit Selection

Add Project

Edit Selection

Project Details

Project Name

Dept. of Labor Project #

Contracting Agency Contract #

Federal Contract #

Contracting Type ☐ Contractor ☐ Subcontractor

Project Location

Date Work to Start

Award Date

Estimated Completion Date

Next >>>

State of Alaska > DOL&WD > Employment Security > ES Tax Online

Enroll

Tax Rates

Office Locations

Laws & Cases

Forms/Publications

Alaska Employer Newsletters

ES Tax Handbook

UI Tax Calculation Cookbook

Standard Rates

Unclaimed Refunds

Frequently Asked Questions

Need a Speaker?

Alaska's Job Bank

1. Please enter identifying information for the employer

Federal Employer ID

Alaska Employer ID

2. Your Contact Information

First Name

Last Name

Employer Email Address

Business Phone

Cell Phone

Fax Number

3. Your Access Level ?

Access Level

☒ Basic

☐ Full

<< Prev

Home

Save

- ❖ Contracting agency submits online through the myAlaska LSS Online Filing Services (NOA)
- ❖ Prime Contractor adds the increased/decreased dollar amount into Final Contract Amount and Notice of Completion (NOC)
- ❖ Can mean additional filing fees are due, or that a refund is owed
- ❖ If the change order kicks the contract value over \$25,000; the contract will be subject to prevailing wages.



Submitting Certified Payroll

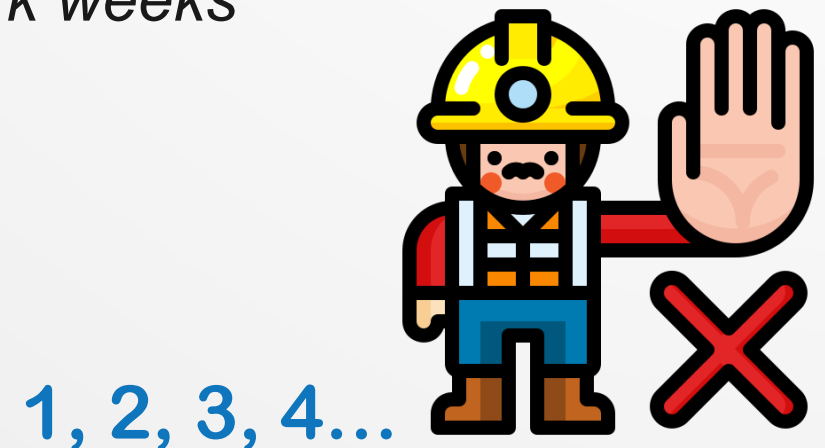
- ❖ All Contractors, including subcontractors and Owner/Operators must file their own Certified Payroll
 - File weekly or bi-weekly showing paid for the week performed
 - Pay weekly unconditionally!!
 - Use proper classifications from Pamphlet 600
 - Certificate of Fitness (<https://labor.alaska.gov/lss/forms/cof-regs.pdf>)
- ❖ Unlike Federal Davis-Bacon contracts, where certified payroll is submitted to the contracting officer, certified payroll for SoA Construction projects is submitted to the SoA Department of Labor.
- ❖ File Form 07-6058 (state provided form or use own generated form)
 - mail or personal service only to DoL Wage & Hour, or
 - File electronically:
 - myAlaska LSS Portal for all contracts except DoT&PF
 - DoT&PF file via AASHTOWare



Note: Read your contract – are directions give for filing certified payroll?

Submitting Certified Payroll

- ❖ Filing for “No Work” weeks are not required under Title 36, however the payroll numbers are to be consecutive, i.e., 1, 2, 3, 4... otherwise if not numbered consecutively, the Remarks box on the Statement of Compliance may be used to explain a lapse in reporting certified payroll on a project. When the job starts up, place in Remarks box “project shut down from 12/1/24 – 1/3/25” on the first payroll after project restart. Make sure to use consecutive numbers after project restart.
- ❖ *Federal Davis-Bacon may require filing for no work weeks*



Certified Payroll Form



Alaska Department of Labor and Workforce
Development
Labor Standards and Safety Division
Wage and Hour Administration

CERTIFIED PAYROLL

Contractor Name _____ Contractor _____ SubContractor _____ Address _____

Phone _____ Contractor License No. _____ Week Ending _____ Payroll No. _____ Contracting Agency Project # _____ Dept. Labor Project # _____ Project Name and Location _____ Contract Amount _____ Date Work Started _____ Est. Completion Date _____

Name, SSN, Permanent Domicile Address (NO P.O. BOX or RURAL ROUTES ACCEPTED) and Mailing Address (if different) for each employee Social Security numbers MUST be included for all employees	Specific Work Class Code Including certificate #'s for Electricians, Plumbers, Painters, Powderman, Asbestos Workers. Truck drivers include truck license number	Apprentice (%) if Applicable	Union Member- ship? If NONE put N/A	OT, ST, FB	Date of the Month							Total Hours Worked	Hourly Rate Paid	Gross Amount Earned	DEDUCTIONS					Total Deductions	Net Amount Paid	Check No. Issued			
					Day of the Week										FICA	FED W/H TAX	ESD	UNION DUES	OTHER (EXPLAIN) Garnish or Medical Insurance						
					S	M	T	W	TH	F	S														
Must have full SSN	Classification Code:				OT																				
	Classification:				ST																				
	Certificate # Truck License #				FB																				
Be sure to use the classification code from Pamphlet 600	Classification Code:				OT																				
	Classification:				ST																				
	Certificate # Truck License #				FB																				
Must use the employee's permanent domicile address	Classification Code:				OT																				
	Classification:				ST																				
	Certificate # Truck License #				FB																				

Note: you can use any generated or premade
Certified payroll form; however, you must use the
SoA Statement of Compliance!

- Public Construction Forms
- [Weekly Certified Payroll](#) - (PDF)
 - [Weekly Certified Payroll](#) - (Excel)
 - [Form 07-6058 Statement of Compliance](#) - (PDF)
 - [Title 36 Complaint Form](#) - (PDF)

STATEMENT OF COMPLIANCE

CERTIFIED PAYROLL

FORM 07-6058

FULL SSN MUST be listed for each employee on the Payroll page

All Contractors who perform work on a public construction contract for the State or a political subdivision of the State, shall pay employees not less than once a week. (See Sec 36.05.070 Wage rates in specifications and contracts for public works). All Contractors (including owner/operators) shall file, at minimum, with the Department a certified payroll (Form 07-6058) before the Friday of every second week that covers the preceding pay periods. (See 8 AAC 30.020 Certified Payroll). Authority: AS 36.05.030, AS 36.05.040, AS 36.10.075.

The certified payroll shall be submitted to the corresponding regional office of the Department of Labor and Workforce Development, Wage and Hour Administration (DOLWD).

<p>Region I, North of N63°</p> <p>Wage and Hour Administration 675 7th Ave., Station J-1 Fairbanks, AK 99701-4593 (907) 451-2886</p>	<p>Region II, South of N63°</p> <p>Wage and Hour Administration 1251 Muldoon Road, Suite 113 Anchorage, AK 99504-2098 (907) 269-4900</p>	<p>Region IIA, Southeast Alaska, (From Yakutat south)</p> <p>Wage and Hour Administration 1111 W. 8th Street, Suite 302 (If Delivered) P.O. Box 111149 (If Mailed) Juneau, AK 99811-1149 (907) 465-4842</p>
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In lieu of submitting Form 07-6058, contractors may submit their own payroll form, however the payroll must contain all the required information from Form 07-6058. (See 8 AAC 30.020 (c) and (d) Certified Payroll). Note: The Certified Payroll Form 07-6058 Statement of Compliance may not be re-keyed into another software application. This Statement of Compliance form must be used.

AS 38.05.040 requires that all contractors, subcontractors, and owner/operators who perform work on a public construction contract for the State or political subdivision of the State shall file with the DOLWD, a sworn affidavit for the reporting period, setting out in detail the number of workers employed, wages paid each week, job classification of each employee, hours worked each day, and all other information required by Form 07-6058.

CONTRACTORS WHO DISREGARD THEIR OBLIGATIONS TO THEIR EMPLOYEES, INCLUDING PAYMENT OF THE APPROPRIATE PREVAILING RATES OF PAY, UNCONDITIONAL PAYMENT, AND PAYMENT NOT LESS THAN ONCE A WEEK MAY BE DEBARRED FROM PUBLIC CONSTRUCTION.

Date: _____

I, _____ do hereby state:
(Name of Signatory Party / Title)

(1) That I pay or supervise the payment of persons employed by _____; on the _____
(Contractor / Subcontractor)

_____; that during the payroll period commencing on _____
(Building or Work)
_____, and ending on _____, all persons employed on said
(date) (date)

project have been paid full weekly wages earned, that no rebates or kickbacks have been or will be made either directly or indirectly to or on behalf of said

(3) 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, mechanics, or field surveyors contained herein are not less than the current applicable wage rates established by the DOLWD; that the classification set forth therein for each laborer, mechanic, or field surveyor conforms with the work performed; and

(4) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with the State apprenticeship agency recognized by the United States Department of Labor Office of Apprenticeship, 605 W. 4th Avenue, Room G-30, Anchorage, AK 99501

(5) That I am a bona fide owner/operator and that my contract amount meets or exceeds the prevailing wage for each hour I have worked, after deducting operating expenses. My last progress payment was received on

For

(6) That where fringe benefits are paid to approved plans, funds, or programs: (check all applicable items)

☐ (a) In addition to the basic hourly rates paid to each laborer, mechanic, or field surveyor listed on this payroll, payments of fringe benefits as currently published by the DOLWD, have been or will be made to a union trust.

☐ (b) In addition to the basic hourly wage rates paid to each laborer, mechanic, or field surveyor listed on this payroll, payments of fringe benefits as currently published by DOLWD have been or will be made to the appropriate programs for the benefit of such workers, except as noted in Section 6(d) below. Fringe benefits payments will be made at least monthly to an approved plan. The name of the plan is:

☐ (c) Each laborer, mechanic, or field surveyor listed on this payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly rate plus the amount of the required fringe benefits as currently published by DOLWD, except as noted in Section 6(d).

☐ (d) Exceptions:

Exception (Craft)	Explanation

Remarks:

(7) Where board and lodging requirements apply to a remote site in accordance with 8 AAC 30.052, 30.054, or 30.056 (check all that apply):

- ☐ (a) That board and lodging has been provided; or
- ☐ (b) per diem instead of board and lodging has been paid; or
- ☐ (c) lodging is provided and a food allowance is paid; or
- ☐ (d) an alternative agreement has been approved by the Commissioner; or
- ☐ (e) Does not apply to this project.

The willful falsification of any of the above information may subject the contractor or subcontractor to civil or criminal prosecution. See Section 1001 of Title 18 and Section 231 of the United States Code. Also see AS 36.05.060

Signature (original signature required)

Name & Title (print or type)

from the full weekly wages earned by a person, and that no deductions have been made directly or indirectly from the full wages earned by any person, other than permissible deductions, on projects covered by Alaska Statute 36 as defined in regulations issued by the Commissioner of Labor, or on Federal Projects as defined in Regulations, Part 3 (CFR 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 USC 276 (c), and described below:

and;

(2) That _____ is in full
(Contractor / Subcontractor)

compliance with the provisions set forth in AS 36.10, which requires 90% employment preference for Alaska residents as outlined in AS 36.95.010; and

- ❖ Independent businesses – Not (1099) employees
 - Sole proprietors, Partnerships, or LLCs – No Corporations
 - Has appropriate contractors license(s), insurance, & workman's compensation
- ❖ Contractual rates are higher than prevailing wages
- ❖ Reports Progress Payments
- ❖ On certified payroll form:
 - Notation of "Owner Operator" across Deductions line
 - Dispatched 0/0 – must be paid each reporting period
- ❖ Prevailing wages after operating expenses are removed
- ❖ Contractual Rates, Contractual Matter



❖ Pamphlet 400 addresses Owner/Operators pertaining to prevailing wages:

- **8 AAC 30.020(d) Certified Payroll.**

(d) Owner/operators who perform duties as laborers, mechanics, or field surveyors while working as contractors or subcontractors on a public work project shall be included on their certified payrolls in the same manner as any other laborer, mechanic or field surveyor. However, an owner/operator who performs duties as a laborer, mechanic, field surveyor is not required to pay themselves each reporting period, but shall report hours worked and actual payments received under the terms of the contract and the period covered by each payment. After deducting operating expenses, the actual payment received by an owner/operator performing duties as a laborer, mechanic, or field surveyor must meet or exceed the minimum prevailing rate of pay in the applicable classification for each hour worked on a public construction project.

❖ If the Owner/Operator has employees, can use the same certified payroll form for both owner and employees



❖ Pamphlet 400 addresses Owner/Operators pertaining to prevailing wages:

- **8 AAC 30.900(13). General Definitions**

(13) "owner/operator" as used in 8 AAC 30.020(d) means those independent contractors who by virtue of the duties they perform, or the manner in which they perform them, cannot be considered employees of the person or entity who has contracted for their services; in this paragraph, "independent contractor" means a person who

(A) has an express contract to perform the services;

(B) is free from direction and control over the means and manner of providing services, subject only to the right of the individual for whom, or entity for which, the services are provided to specify the desired results, completion schedule, or range of work hours, or to monitor the work for compliance with contract plans and specifications, or federal, state, or municipal law;

(C) incurs most of the expenses for tools, labor, and other operational costs necessary to perform the services;

(D) has the opportunity for profit and loss as a result of the services performed for the other individual or entity; and

(E) is free to hire and fire employees to help perform the services for the contracted work;

Submitting Certified Payroll

AK DOL - LSS Application Portal



Contractor Applications



[File Notice of Work](#)

Use this tool to file a Notice of Work. File the Notice as soon as you are awarded a contract. A Notice of Work is required before you can begin working on site and must be submitted to the Department of Labor.



[Search Contractors for Submitted Payroll](#)


Contractors, Agencies, and the general public use this tool to verify that a Certified Payroll was submitted for a given contractor/project/week.

[Upload/Submit Certified Payroll and Employee Lists](#)

Certified Payrolls from the weekly and bi-weekly spreadsheets can be automatically uploaded and submitted. Employee Lists (formerly called Demographics) can also be submitted automatically by either uploading the information from the Employee List tab in the Certified Payroll spreadsheets or by uploading a comma separate file (CSV).

- [Directions](#)
- Download a copy of the [Weekly Certified Payroll Spreadsheet](#)
- Download a copy of the Bi-Weekly Certified Payroll Spreadsheet **Coming Soon!**
- Ready to upload? [Test for correct formatting](#) of the Certified Payroll or the Employee List





State of Alaska
MYALASKA

HOME SERVICES MYPROFILE MYDOCUMENTS HELP

<https://my.alaska.gov/>

Job Seekers Workers Employers Researchers Labor Shortcuts

State of Alaska > DOLWD > Labor Standards & S

Certified Payroll - C

Are there any Alaska residents employed by this contractor?
[Yes](#)
[No](#)

1 Contractor & Project
2 Employee Information
3 Payroll
4 Review
5 Sign and Submit
6 Finished

Step 1: Select the desired contractor

Step 2: Select the project from the following list

If you do not see the desired contractor or project listed, use the "add" button below to create a new contractor and/or project. To edit a contractor or project, select the contractor or project from the list and click the "edit" button below.

[Click here](#) for applicable Alaska statute.

Contractor

Project (Sort By Number)

Add Contractor Edit Selection Add Project Edit Selection

Project Details

Project Name
Dept. of Labor Project #
Contracting Agency Contract #
Federal Contract #
Contracting Type ☐ Contractor ☐ Subcontractor
Project Location
Date Work to Start
Award Date
Estimated Completion Date

Next >>>

Submitting Certified Payroll



You are here: [DOT&PF](#) > [AASHTOWare Project](#)

[Home](#) [Contractors](#) [DOT&PF Staff](#) [Consultants](#) [User Guides](#) [Training and Outreach](#) [Contacts](#) [Resources](#)

AASHTOWare Project

<https://dot.alaska.gov/aashtoware/>

What is AASHTOWare Project?

AASHTOWare Project (AWP) is a website based software designed specifically for state DOTs to manage their complex construction processes. AASHTOWare Project has been customized by the Alaska Department of Transportation & Public Facilities (DOT&PF) to align with our business process, to track and monitor, and to comply with all federal and state regulations.

Login to Alaska AASHTOWare Website

⚠ Information regarding our Contractor Q&A session via Zoom can be found under the [Contractors tab](#).

Contractors - If you are on an awarded Contract, follow the submission process detailed in the instructions to get an AWP account. [AASHTOWare Instructions can be found here.](#)

DOT&PF Staff - Login with your SOA ID and email password. If you are on an Active Contract, but cannot view the Contract Information, contact your Project Engineer and request Contract Authority. If you are the Project Engineer, contact the module admin for assistance with Contract Authority. If you are unable to login altogether, contact your



Email Updates

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

1. Subscription Type
Email

AASHTOWare Project: Submitting Certified Payroll

AASHTOWare Project (AWP) is a web-based software, used by the Alaska Department of Transportation & Public Facilities to receive and process the data required to meet federal and state requirements for certified payroll.

i Contractors submitting payroll can use MyAlaska user IDs and passwords to login to AASHTOWare!

- No need to tie your PFD or fishing license to your ability to submit payroll, [sign up for a new MyAlaska Account](#)
- Reset your OWN Password
- No Account Expiration
- Already have an AWP account? Use the [AWP to MyAlaska Transfer Form](#) to switch your credentials to MyAlaska



Quick Links:

- [MyAlaska](#)
- [Vendor List](#)
- [Sub W-9](#)
- [User Access Request Form](#)
- [Join Monday 9AM Meeting](#)

NEW CONTRACTOR LOGIN

- If you are a Contractor with a User ID issued by DOT (prior to 1/6/2025), use your User ID with 4soa@alaska.gov added to the end to login to [SOA AASHTOWare Login](#)
- If you have completed the Steps to Transfer Your AWP Account to MyAlaska, login to [MyAlaska AASHTOWare Login](#)
- If you have any questions about how to log in, please reach out to dot.aashtoware@alaska.gov

Where do I start? How do I get access?

<https://dot.alaska.gov/aashtoware/contractors.shtml>

I've read the user guides but still have questions...

We host zoom meetings every Monday morning and answer questions of any contractor who attends. This is an opportunity to share screens and address questions specific to those in attendance.

Join us every Monday at ⌚ 9 a.m. (excluding State of Alaska holidays) for our virtual Contractor Q&A session.


📺 Join the [zoom session on your computer](#)

OR

📞 Join by phone: +1 301 715 8592

Meeting ID: 838 8195 9552

Passcode: DOT

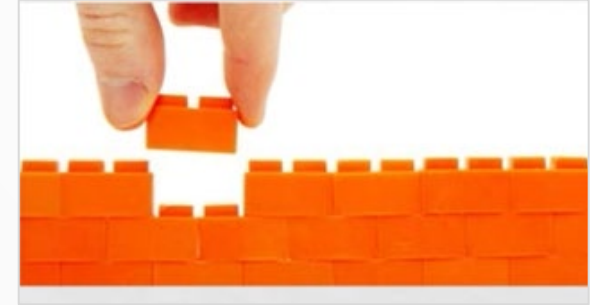
If you still have questions or can't make our weekly meeting, don't worry! [Apex Alaska](#)  is available to help with entering payrolls. They can sit down with you and guide you step-by-step through submitting your payroll in AWP. You can reach them at: info@apexalaska.org or (800) 478-7232

<https://dot.alaska.gov/aashtoware/contractors.shtml>



Notice of Completion (NOC)

- ❖ Prime contractor files the NOC via myAlaska LSS Online filing services
- ❖ Update Project Information:
 - Final Contract Amount
 - Update Subcontractor list
- ❖ Prime pay any additional fees
- ❖ Notice of Completion Review: Once the Wage & Hour office receives verification form the contracting agency of the final contract amount, the project is reviewed for compliancy.
 - Verification of final contract amount
 - Project File completed
 - Wage & Hour asks agencies to withhold up to 10% on Little Davis-Bacon Act projects until the Department approves the NOC
- ❖ Primes are responsible for their subcontractor.
- ❖ Contractor submits approved NOC to Agency for final payment.



❖ Notice of Work / Notice of Completion Search

The screenshot displays the Alaska Department of Labor and Workforce Development website. The header includes the state logo and navigation links: myAlaska, My Government, Resident, Business in Alaska, Visiting Alaska, and State Employees. The main title is "Alaska Department of Labor and Workforce Development". A search bar is present with a "search" button. Below the title, there are tabs for Job Seekers, Workers, Employers, Researchers, and Labor Shortcuts. The current page is titled "Notice of Work / Notice of Completion" and includes a breadcrumb trail: State of Alaska > DOLWD > Labor Standards & Safety > Wage & Hour > LSS App Portal > Search for a NoW or NoC. The page explains that Notices of Work are listed with a white background, while Notices of Completion are listed in blue underneath the Notice of Work for the same project. A search form is provided with fields for Project Name / DOL Number, Contractor Name, Office (dropdown), NoW / NoC (dropdown), Status (dropdown), Start Date, and End Date. Search and Clear buttons are also present. The footer contains links to Job Seekers, Workers, Employers, Researchers, Labor Shortcuts, Privacy Policy, Refund Policy, Webmaster, and Login.

State of Alaska

myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees

Alaska Department of
Labor and Workforce Development

search

Labor State of Alaska

Job Seekers Workers Employers Researchers Labor Shortcuts

State of Alaska > DOLWD > Labor Standards & Safety > Wage & Hour > LSS App Portal > Search for a NoW or NoC

Notice of Work / Notice of Completion

View Notices of Work and Notices of Completion.
Notices of Work matching the search parameters are listed with a white background. If any Notices of Completion have been filed for the same Project/Contractor, those will be listed in blue immediately underneath the Notice of Work for the project.

Project Name / DOL Number	Contractor Name	Office	NoW / NoC	Status	Start Date	End Date
<input type="text"/>	<input type="text"/>	All ▼	Both ▼	All ▼	<input type="text"/>	<input type="text"/>

Search
Clear

Job Seekers Workers Employers Researchers Labor Shortcuts Privacy Policy Refund Policy Webmaster Login

State of Alaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees

State of Alaska || © 2010 || Webmaster

- ❖ All contractors are afforded due process
- ❖ The Prime Contractor and the Contracting Agency are copied on all office Correspondence
- ❖ If Department of Labor receive an Entry of Appearance from an Attorney, the Prime and Agency are still copied on all official correspondence
- ❖ When a subcontractor fails to meet its obligations under Title 36, unpaid amounts in prevailing wages, and per diem are withheld and disbursed from the prime contract
- ❖ The ultimate penalty for violations can be debarment from public construction for 3 years



❖ Pamphlet 400

Sec. 36.05.030. Authority; investigations; hearings; regulations; enforcement.

(a) The Department of Labor and Workforce Development has the authority to determine the prevailing wage, and whether or not this chapter is being violated. The department may when necessary for the enforcement of this chapter

- (1) conduct investigations and hold hearings concerning wages;
- (2) compel the attendance of witnesses and the production of books, papers and documents;
- (3) adopt regulations.

(b) If a person violates this chapter the attorney general shall, when requested by the Department of Labor and Workforce Development, enforce these provisions.

(§ 14-2-3 ACLA 1949; am § 2 ch 142 SLA 1972)

❖ Sec. 36.10.125. Enforcement.

❖ ARTICLE 4. INVESTIGATIONS AND HEARINGS

- ❖ Contractors must maintain accurate employment records for 3 years
- ❖ Contractors must be licensed to bid and/or work
 - Electrical and Mechanical Administrator licenses are required
- ❖ Projects funded with “mixed” State and Federal monies must pay the higher of the state/fed rates
- ❖ Even if the contracting Agency fails to include correct language in Bid Specs or Contract, DOL still enforces the Statute and/or regulations.



Alaska APEX Accelerator Staff Contact Information

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To request assistance, sign up here: <https://akptac.ecenterdirect.com/signup>



How can the Alaska APEX
help you?