**Minnesota State Colleges and Universities Form MnSCU073 - Part 1 Prevailing Wage Payroll Information**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| This is a two part form consisting of Part 1 - Prevailing Wage Payroll Information listed below and the accompanying Part 2 - Statement of Compliance. The contractor and subcontractor(s) shall furnish these completed forms every two weeks to the contracting authority. Copies of the Prevailing Wage Payroll Information form and the Statement of Compliance form are available on the MnSCU Facilities website at http://www.finance.mnscu.edu/facilities/design-construction/index.html. | | | | | | | | | | | | | | | | | | | | | | | | | |
| **All payrolls must be certified by attaching to each report a completed and executed Statement of Compliance.** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of Contractor or Subcontractor |  | | | | | | | | | Prime Contractor Name | | | | | | |  | | | | | | | | |
| Address & Telephone Number |  | | | | | | | | | Address & Telephone Number | | | | | | |  | | | | | | | | |
| Contract Purchase Order Number |  | | | Pay Period End Date | | | | |  | | | | Project Name and Location | | | |  | | | | | Payroll # | | |  |
| (1) | (2) | (3) | (4) | (5) Day of Week & Date (xx/xx) | | | | | | | | | | (6) | (7) | (8) | (9) | (10) | | | | | | | (11) |
| Employee Name, | # of Exemp-tions | Labor Code and | OT & ST | M | | T | W | R | | | F | S | Su | Total  Hrs This Job | Hrly Rates of Pay | Gross  Amt. Earned This Job | Gross  Amt Earned This Pay Period | FICA | Fed Tax | State  Tax | Other (Specify) | | Other (Specify) | Total Deductions | Total Net Wages Paid |
| Identifying Number |  | ------------------- |  |  | |  |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  | Classification Title |  |  | |  |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
| (DO NOT provide Social Security No.) |  |  |  | Hours Worked Each Day | | | | | | | | | |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
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|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
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|  |  |  | OT |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |
|  |  |  | ST |  |  | |  |  | | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |

\*Pursuant to the Minnesota Government Data Practices Act, all of the data provided hereunder is public data, which is available to anyone upon request. DO NOT provide any confidential data such as social security numbers, in part or whole, on this form. This data is collected pursuant to Minnesota Stat. § 177.30 Sub. 4 and 177.43 Sub. 3. If you have questions regarding the Prevailing Wage Laws, contact your college/university project manager. This form last revised 6/1/2011.

**MINNESOTA STATE COLLEGES AND UNIVERSITIES**

**Form MnSCU073 – Part 2 Statement of Compliance**

|  |  |  |  |
| --- | --- | --- | --- |
| REPORT NUMBER | STATE PROJECT NAME AND LOCATION | | DATE  Click here to enter a date. |
| CONTRACTOR/SUBCONTRACTOR | | PHONE NUMBER | CONTRACT PURCHASE ORDER NUMBER |
| ADDRESS | | | |
| TYPE OF WORK | | | |

(Complete as described on solicitation documents.)

STATEMENT WITH RESPECT TO COMPLIANCE AND WAGES PAID

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I, | , |  |  | do hereby state: |

**(Name of signatory party)** **(Title – Owner or Officer)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| (1) | | That I pay or supervise the payment of the persons employed by | | | | | |  | | | | | | | | |  |
| on said Contract; that during the payroll period commencing on the | | | | | | | |  | day of | |  | | of the year |  | , and | |
| ending the | |  | day of |  | of the year |  | , there were | | |  | | employees performing work on said | | | | |

Contract. That all persons performing work under said Contract are listed on the payroll and have been paid the full prevailing wages for all hours worked under said Contract, that no rebates and or deductions have or will be made either directly or

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| --- | --- | --- |
| indirectly to or on behalf of said |  | **(Contractor or Subcontractor)** |

from the full wages earned by any person, other than permissible deductions as defined in Minnesota Statutes 177.24, Subdivision 4, 181.06, and 181.79, issued by the Minnesota Commissioner of Labor and Industry and described below:

DESCRIBE LEGAL DEDUCTIONS

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|  |

(2) That the payroll submitted under said Contract is complete and accurate; that the wage rate(s) of the laborer(s), mechanic(s), and worker(s) performing work under said Contract is (are) paid according to the wage determination(s) and labor provisions incorporated in said Contract and according to applicable laws; that wages paid to laborer(s) mechanic(s), and worker(s) performing work under said Contract is at least the prevailing wage rate for the most similar classification of labor performed as defined under applicable law; and that the laborer(s), mechanic(s), and worker(s) performing work under said Contract is (are) paid for all hours in excess of the prevailing hours at a rate of at least one and one-half times the applicable base rate of pay.

(3) That any apprentices employed during said payroll period are duly registered in a bona fide apprenticeship program registered with the Minnesota Department of Labor and Industry, or are registered with the Bureau of Apprenticeship and Training; United States Department of Labor.

(4) That:

**(a) WHERE FRINGE BENEFITS ARE PAID TO ANY APPROVED PLANS, FUNDS, OR PROGRAMS**

In addition to the basic hourly wage rates paid to each laborer, worker or mechanic listed on said payroll, payments

to current, bona fide fringe benefit programs as set forth in paragraph 4(d), have been or will be made to the

program’s administrators as set forth in paragraph 4(e) for the benefit of said employees, except as noted in Section 4(c).

**(b) WHERE FRINGE BENEFITS ARE PAID IN CASH TO ALL EMPLOYEES**

Each laborer, worker, or mechanic listed on said payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic rate plus the fringe rate as listed in the appropriate wage determination incorporated into said Contract.

**NOTE – FRINGE BENEFIT SECTIONS C, D, E AND SIGNATURE BLOCK ARE ON NEXT PAGE**

**(c) EXCEPTIONS**

|  |  |  |
| --- | --- | --- |
| EMPLOYEE NAME | CLASSIFICATION/OCCUPATION | EXPLANATION |
|  |  |  |
|  |  |  |
|  |  |  |

**(d) BENEFIT PROGRAM INFORMATION in DOLLARS CONTRIBUTED PER HOUR (Must be completed if 4(a) is checked.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| PROGRAM TITLE, CLASSIFICATION TITLE, OR INDIVIDUAL EMPLOYEES | HEALTH/  WELFARE | VACATION/HOLIDAY | APPRENTICESHIP/  TRAINING | PENSION | OTHER  INCLUDE TITLE |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ |

**(e) BENEFIT PROGRAM INFORMATION (Must be completed if 4(a) is checked.)**

|  |  |  |  |
| --- | --- | --- | --- |
| NAME & ADDRESS OF FRINGE BENEFIT FUND, PLAN, OR PROGRAM ADMINISTRATOR | BENEFIT ACCOUNT  NUMBER | THIRD PARTY TRUSTEE  AND/OR CONTACT PERSON | TELEPHONE NUMBER |
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| **The willful falsification of any of the above statements may subject the contractor or subcontractor to civil or criminal prosecution under federal and/or state law. See Minnesota Statute 16B, 161.315, Subdivision 2, 177.43, Subdivision 5, 177.44, Subdivision 6, 609.63.** |

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| NAME AND TITLE OF OWNER OR OFFICER | SIGNATURE |
| As a representative of the contractor submitting the payroll identified above, I hereby certify that the payroll is true and correct to the best of my knowledge. | |

NOTE: For information regarding this form, submission of payroll records, or copies of the laws stated above, contact the Minnesota Department of Labor and Industry, 443 Lafayette Road N., St. Paul, MN  55155, Phone:  (651) 284-5005 or 1-800-DIAL-DLI (1-800-342-5354), TTY:  (651) 297-4198. This form last revised 6/1/2011.