

STANDARD FORM 1444
Request for Authorization of Additional Classification and
Wage Rate Form Instructions

This form must be completed as prescribed in the contract specifications; ***REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS, Form 1273, Part IV, Subpart 2.***

The prime contractor is required to conform any classification of labor that they or their subcontractors will be utilizing under the contract that are not contained in the proposal's federal general decision. The prime contractor is responsible for the completion and submission of this form.

The form should be discussed at the pre-construction conference along with instructions on how to complete and submit the form. The classification and wage rate submitted on the form should bear a reasonable likeness to the similar skill classifications listed in the contract's federal wage determination. **The presence of a classification wage rate on the Minnesota Department of Labor and Industry's state wage determination does not exempt the use of this form for the purpose of determining a federal classification wage rate.**

The following are the procedures surrounding the completion and submission of the form:

1. Check "Construction Contract" in the upper right-hand corner.
2. Insert the following contact person and address:

Kirsten Reyes
Mn/DOT Labor Compliance Unit
Mail Stop 650
395 John Ireland Blvd.
St. Paul, MN 55155-1899
3. Prime contractor's name.
4. Date the prime contractor submitted the form to the project engineer.
5. Contract number listed on the front of proposal (if applicable).
6. Project letting date.
7. The date the contract was awarded.
8. The actual date the contractor will start work.
9. This section is not applicable.
10. List all subcontractors that will utilize the labor classification(s) listed in box 13a.
11. State project number, Minnesota project number, and description (listed on the front of the contract proposal).

12. Location of project (include city and county if not part of the location description).
13. The information for the following is noted on the front page of the federal general decision.
 - Number: Either the federal “General Decision Number” (e.g. MN940004) or “Project Decision Number” (E.g. 93-MN-1065)
 - Dated: General Decisions – The date is the latest “Publication Date” listed at the bottom of the page.
- 13a. List all classifications not covered by the proposal’s federal area wage determination, which are utilized by either the prime or the subcontractors. The wage rate portion (13b, 13c) of the form should bear a reasonable relationship to the category classification wage rates (equipment operators, laborers, truck drivers, etc.) listed in the federal wage determination.
14. If there is a subcontractor listed on line 10, they must sign and list their title on this line.
15. The prime contractor’s representative must sign on this line.
16. If the contractor has a specific employee who will be performing the labor classification(s) listed in box 13a, or if the employee has legal representation (union, etc.), they should sign this line and list their title in the “Title” box. If no specific employee is identified to perform work under the listed classification(s) then simply write “**unknown**” in the box.
 - The “Agree or Disagree” boxes are checked by anyone signing lines 14, 15, and 16.
 - Mn/DOT LCU will complete “The interested parties” boxes.
 - “Contracting Officer” is the project engineer.
 - The “Date Submitted” is the date the project engineer submits the form to Mn/DOT LCU.

The completed form must be signed by the prime contractor and submitted to the project engineer. The project engineer should review the information; assuring that all the information is complete and that the wage rate(s) listed in box 13b and the Fringe Benefits Payments listed in the box 13c bear a reasonable relationship to the federal wage determination. The project engineer then signs the form and submits it to:

Minnesota Department of Transportation
Labor Compliance Unit
Mail Stop 650
395 John Ireland Blvd
St. Paul, MN 55155-1899

- When our office receives notification from the U.S. DOL, a formal response will be mailed to your office regarding the required procedures.