

## List of Trades/Crafts Instructions

All contractors working on projects subject to prevailing wage requirements should submit to the City’s Prevailing Wage Unit:

- 1) List of crafts and/or trades for work to be performed by your firm and each subcontractor.

*Example:*

### **ACCEPTABLE**

TRADE/CRAFT	CLASSIFICATION	DETERMINATION NUMBER
LABORER	Laborer: Engineering Construction Group 1	SD-23-102-3-2014-2
OPERATING ENGINEER	OPERATING ENGINEER Group 12	SD-23-63-3-2016-1
CARPENTER	Carpenter (Heavy and Highway Work)	SD-23-31-4-2015-2
LABORER	Laborer (Engineer Construction) Period 4	2016-2

### **NOT ACCEPTABLE**

TRADE/CRAFT	CLASSIFICATION	DETERMINATION NUMBER
LABORER	Laborer Engineering	2014-2
CARPENTER	Carpenter	SD-23-31-4-2015-2
	Apprentice	2016-2
	Plastering	

- 2) The name, contact person, business address, telephone (including area code) and e-mail address for the prime contractor and each subcontractor along with the specific dollar amount of each subcontract. If different from the specified business address, provide address and telephone number of the facility where payroll records are located and maintained. Also, please provide the anticipated start and end dates for each contractor.

**NOTE:** You must list all subcontractors, vendors, and suppliers, regardless of dollar amount and tier level.

## List of Trades/Crafts

Project Title: \_\_\_\_\_  
 Bid Number: \_\_\_\_\_  
 Contractor: \_\_\_\_\_

Indicate Role:  Prime Contractor  
 Subcontractor  
 Tier Subcontractor *If tier sub, indicate prime* \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Anticipated Start Date: \_\_\_\_\_ Dollar Amount: \_\_\_\_\_  
 Anticipated End Date: \_\_\_\_\_

TRADE/CRAFT	CLASSIFICATION	DETERMINATION NUMBER