Updated Prevailing Wage Cost Proposal Template

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Background Information

1. The previous template allowed use of 1 of the 3 accounting methods (Direct, Indirect, or ODC) when reimbursing premium overtime.
2. In 2020, Caltrans and ACEC agreed to reimburse premium overtime as   Other Direct Cost (ODC), as outlined in the American Association of State Highway and Transportation Officials (AASHTO), Uniform Audit and Accounting Guide (AASHTO Guide).
3. As a temporary solution, Caltrans allowed consultants to modify the formulas while informing ACEC that the updated template was under development. Modifications of the previous template did not fully reflect premium overtime being reimbursed as ODC.

Template Revisions

1. Fully implements the reimbursement of premium overtime as Other Direct Cost (ODC) per [Interpretive Guidance - General A&E Contract Resources](#).
2. Combines the existing three templates for Direct, Indirect, and ODC methods into one Excel sheet that automatically programs the formulas for all scenarios.
3. Adds a separate worksheet tab for consultants to bill uncompensated overtime when using the Salary Variance (Standard Rate) method.
4. Includes Facilities Capital Cost of Money (FCCM) in the Loaded Hourly Billing Rate calculation.
5. Includes a worksheet tab for Independent Contractors (1099).
6. Includes features to easily add employees to the cost proposal while minimizing data input.
7. Includes a worksheet tab for instructions.

Instructions on How to Input Information

1. *Let's review the template.*
2. Detailed instructions are on the [A&E Contract Information website](#), under the On-Call Construction Inspection/Surveying Contracts section, Prevailing Wage Cost Proposal Template Updates (PDF).
3. The template will be provided in the Financial Documents Structure Folders during the contract negotiation phase.

4. We are working on a version of the template that does not use macros to accommodate consultants that may have computer software security issues with macros.