



*City of Dinuba  
2025 Corridor Improvements Project  
December 11, 2025*

### Scope of Services

Based on the funding source for the above-mentioned project, State of California Public Works requirements will be required. Next Level Compliance recommends the below scope of work which includes monitoring of the state requirements to ensure complicit compliance across the board.

1. Verify the appropriate state prevailing wage determinations and contractor licensing and registration per the California Labor Code.
2. Develop and issue training package for distribution at the pre-job conference.
3. Participate in pre-job conference with contractors and subcontractors – ensuring they understand their responsibilities to both the general contractor and awarding agency.
4. Receive by eComply System, all contractor certified payroll records. Including verification that certified payroll has been submitted to the State per the requirements of Labor Code Section 1771.4 (a) (3).
5. Provide eComply system/software training for all parties.
6. Review contractors' payment of applicable prevailing wage rates and fringe benefits, along with other state to ensure compliance with the State reporting requirements.
7. Track and verify apprentice worker's registration in approved State Apprenticeship Program.
8. Monitor construction site for prevailing wage rates and worker classifications through monthly site visits and worker interviews. Also, ensure state jobsite postings are current and workers have access to postings and project wage determinations. Compare site visit data and certified payroll data for inconsistencies.
9. Fulfill Public Records Act (PRA) requests for assurance of redaction policies when requested by the Awarding Agency.
10. Provide Monthly Status Report to the client detailing status of Labor Compliance Activities.
11. Notify contractor and subcontractors of any missing or deficient labor compliance documentation as applicable.
12. Notify contractor and subcontractors of any violations pertaining to the review of the submitted documentation and or site visit notations.
13. Investigate missing and deficient documentation or violations as they pertain to state requirements.
14. Prepare audit identifying violations and recommended restitution amounts owed to affected worker(s).
15. Assist the City in preparation of formal complaints to be sent to Department of Industrial Relations, Division of Labor Standards Enforcement (DIR/DLSE).
16. Recommend to client withholding contract payments for noncompliance, as necessary.
17. Post Construction/Close-out Review consisting of preparing the labor compliance files for project closeout.



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2025 Corridor Improvements Project  
Labor Compliance and Prevailing Wage Monitoring**

**SCHEDULE OF FEES AND EXPENSES**

In review of the project funding source and the information provided, Next Level Compliance respectfully submits the following fixed fee Not to Exceed amount of \$20,431.00, for a construction period of 9 months in addition to one month of preconstruction services and post construction closeout efforts.

Pre-Construction Tasks	Monthly Hours	# of Months	Hourly Rate	Overall Cost
Labor Compliance Officer	4	1	\$135.00	\$540
Labor Compliance Analyst	2	1	\$105.00	\$210
<b>Total</b>				<b>\$650</b>
Construction Tasks	Monthly Hours	# of Months	Hourly Rate	Overall
Labor Compliance Officer	4	9	\$135.00	\$4,860
Labor Compliance Analyst	6	9	\$105.00	\$5,670
Labor Compliance Field Investigator	7	9	\$110.00	\$6,930
<b>Total</b>				<b>\$17,460</b>
Post-Construction Tasks	Monthly Hours	# of Months	Hourly Rate	Overall
Labor Compliance Officer	6	1	\$135.00	\$810
Labor Compliance Analyst	6	1	\$105.00	\$630
Labor Compliance Field Investigator	0	1	\$110.00	\$0
<b>Total</b>				<b>\$1,440</b>
** eComply software cost is billed with first invoice.		eComply Software		\$881
		<b>TOTAL:</b>		<b>\$20,431</b>

**Mileage: To be charged at the federal mileage reimbursement rate at the time of service. Only applicable to field visits.**

Please note the above fee includes all labor, equipment, materials, overhead, profit, insurance, sale and other taxes, licenses, incidentals, and all other related costs necessary to meet the work requirements.