



Caltrans Local Assistance

Local Assistance Office Bulletin [#24-03](#)

Davis-Bacon Regulations Updates

[Office of Project Management Oversight](#)

Tou Vang

Caltrans Headquarters Senior Area Engineer

February 2025

Davis-Bacon Regulations Update

Policy Updates

Changes to Local Assistance Procedures Manual (LAPM)

Changes to LAPM Exhibit 15-C and Exhibit 15-L





Policy Updates

OVERVIEW OF POLICY UPDATES

- Require Local Public Agencies (LPA)s to monitor federal prevailing wage rate determinations up until bid opening.
- LPAs are required to issue an addendum to incorporate the modified federal prevailing wage rate into the contract if wage rates have been modified 10 calendar days prior to bid opening.
- If wage rates have been modified after 10 calendar days prior to bid opening, LPAs are required to either:
 - Issue an addendum to incorporate the modified wage rates, or
 - Document in the project files that there was not enough time before bid opening to notify bidders of the revision
- If contract is not awarded within 90 calendar days of bid opening, the LPA must insert the most current federal prevailing wage rates into the contract.



Changes to LAPM

CHAPTER 12 SECTION 12.8

- Update requirement to reference the applicable Wage Determination # website address.
- Requirements to monitor federal prevailing wage rates were moved to Chapter 15.
- Reference to Chapter 15 for conformance with Federal Wage Rates Determination.





Changes to LAPM

CHAPTER 15 SECTION 15.3 AND 15.4

- Update procedure to complete and retain Exhibit 15-C: Local Agency Project Advertising Checklist prior to advertisement instead of prior to requesting Authorization to Proceed for construction.
- New subsection for requirements to monitor federal prevailing wage rates.
- Requirement for LPAs to document that the LPA has verified that the low bidder and subcontractors have not been suspended or debarred.



Changes to LAPM Exhibits

EXHIBIT 15-C: LOCAL AGENCY PROJECT ADVERTISING CHECKLIST



- Removal of nonessential project information
- Addition of new check boxes and data entry field for greater consistency with the updates to Davis –Bacon and Related Acts.
- Grouping of check boxes based on subject.

Changes to LAPM Exhibits

EXHIBIT 15-C: LOCAL AGENCY PROJECT ADVERTISING CHECKLIST

Caltrans Local Assistance
Procedures Manual (LAPM)
Forms

[https://dot.ca.gov/programs/
local-assistance/forms/local-
assistance-procedures-
manual-forms](https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms)

Local Assistance Procedures Manual Exhibit 15-C
Project Advertising Checklist

Exhibit 15-C: Project Advertising Checklist

Federal Project No. _____ Project: _____

1. Environmental Clearance – NEPA Certification Date _____
2. Environmental Clearance – CEQA Date _____
3. Environmental Permits Obtained YES NO
4. Right of Way Certification Date _____
5. The California Transportation Commission (CTC) has approved the funding allocation YES NO N/A
 a. Date of CTC Allocation for Construction funding _____
6. Date of "Authorization to Proceed" (E-76) for Construction phase _____
7. Engineer's Estimate _____
8. DBE Goal (%) _____
9. Advertising period not less than 3 weeks in accordance with 23 CFR 635.112? YES NO
 a. If no, then Exhibit 12-F: Cost Effectiveness / Public Interest Finding approved by the DLAE? YES NO
10. Pre-bid meeting scheduled? YES NO N/A
11. Federal prevailing wage rates incorporated into the advertised contract per 29 CFR 1.6? YES NO
12. Addendum will be issued for updated federal wage determination 10 days prior to bid opening? YES NO
13. Federal wage determinations to be monitored up until bid opening (addendum issued if necessary or documentation in project files that reasonable time was not available to issue an addendum)? YES NO
14. Bid protest policy in place? YES NO
15. Material testing and sampling arranged? YES NO
16. If there is Force Account work, was it approved by Caltrans? YES NO N/A
17. If utilizing Agency Furnished Materials, were they approved by Caltrans? YES NO N/A
18. All encroachment permits obtained? YES NO N/A
19. DLAE notified of the planned project advertisement and bid opening dates? YES NO
20. Arrangements made to publicly open and read the bids aloud per 23 CFR 635.113? YES NO

Prepared by (LPA Representative Signature) _____
Name _____
Title _____
Date _____

Page 1 of 1
July 2024

Changes to LAPM Exhibits

EXHIBIT 15-C: LOCAL AGENCY PROJECT ADVERTISING CHECKLIST

Local Assistance Procedures Manual Exhibit 15-C
Project Advertising Checklist

Exhibit 15-C: Project Advertising Checklist

Federal Project No. _____ Project: _____

1. Environmental Clearance – NEPA Certification Date _____

2. Environmental Clearance – CEQA Date _____

3. Environmental Permits Obtained YES NO

4. Right of Way Certification Date _____

12. Addendum will be issued for updated federal wage determination 10 days prior to bid opening? YES NO
13. Federal wage determinations to be monitored up until bid opening (addendum issued if necessary or documentation in project files that reasonable time was not available to issue an addendum)? YES NO

12. Addendum will be issued for updated federal wage determination 10 days prior to bid opening? YES NO

13. Federal wage determinations to be monitored up until bid opening (addendum issued if necessary or documentation in project files that reasonable time was not available to issue an addendum)? YES NO

14. Bid protest policy in place? YES NO

15. Material testing and sampling arranged? YES NO

16. If there is Force Account work, was it approved by Caltrans? YES NO N/A

17. If utilizing Agency Furnished Materials, were they approved by Caltrans? YES NO N/A

18. All encroachment permits obtained? YES NO N/A

19. DLAE notified of the planned project advertisement and bid opening dates? YES NO

20. Arrangements made to publicly open and read the bids aloud per 23 CFR 635.113? YES NO

Prepared by (LPA Representative Signature)

Name

Title

Date

Page 1 of 1
July 2024



Changes to LAPM Exhibits

EXHIBIT 15-L: LOCAL AGENCY CONTRACT AWARD CHECKLIST

- Combining data entry fields to the beginning of the form and check boxes to the main body of the form.
- Removal of nonessential project information
- Addition of new check boxes and data entry field for greater consistency with the updates to Davis –Bacon and Related Acts.

Changes to LAPM Exhibits

EXHIBIT 15-L: LOCAL AGENCY CONTRACT AWARD CHECKLIST



Local Assistance Procedures Manual Exhibit 15-L
Contract Award Checklist

Exhibit 15-L: Contract Award Checklist

Local Public Agency (LPA): _____ Federal Project No. _____
Project: _____ Contractor Name: _____
Advertise Date: _____ Bid Opening Date: _____ Engineer's Estimate: _____ DBE Goal(%): _____
Award Date: _____ Award Amount: _____ DBE Commitment (%): _____

1. LPA received an "Authorization to Proceed" (E-76) for construction YES NO
2. Addendum procedures adhered to YES NO
3. Addendum issued for updated federal wage rate determination 10 days prior to bid opening YES NO N/A
4. Federal wage rate determinations monitored up until bid opening (addendum issued if necessary, or documentation in project files that reasonable time was not available to issue addendum) YES NO
5. Bid opening procedures adhered to YES NO
6. Project was awarded to the apparent low bidder YES NO
7. Submit Exhibit 12-F: Cost Effectiveness / Public Interest Finding / A&E Noncompetitive to the DLAE if only one bid received YES NO N/A
8. Copy of low bidder's proposal attached YES NO
9. Construction Contract DBE Commitment (Exhibit 15-G) attached YES NO
10. Contractor Good Faith Effort (Exhibit 15-H) in project files YES NO N/A
11. Evaluation of Good Faith Effort (Exhibit 9-E) attached YES NO N/A
12. Results of Administrative Reconsideration in project files YES NO N/A
13. Exhibit 12-B: Bidder's List of Subcontractors attached for each bidder YES NO
14. Itemized Bid Summary attached YES NO
15. Bid Analysis in project files (required for projects on the National Highway System) YES NO N/A
16. Low bidder and subcontractors properly licensed (verification in project files) YES NO
17. Low bidder and subcontractors have not been debarred (verification in project files) YES NO
18. RE's Construction Contract Administration Checklist (Exhibit 15-B) attached YES NO
19. LAPM 3-A attached (only needed for funding changes) YES N/A

NOTE: If the answer is "no" to any of the above questions, a letter of explanation is required. The DLAE must review the explanation and determine if the LPA is eligible for federal funds.

Prepared by (LPA Representative Signature) _____
Name _____
Title _____
Date _____

Page 1 of 1
July 2024

Changes to LAPM Exhibits

EXHIBIT 15-L: LOCAL AGENCY CONTRACT AWARD CHECKLIST



Local Assistance Procedures Manual Exhibit 15-L
Contract Award Checklist

Exhibit 15-L: Contract Award Checklist

Local Public Agency (LPA): _____ Federal Project No. _____
 Project: _____ Contractor Name: _____
 Advertise Date: _____ Bid Opening Date: _____ Engineer's Estimate: _____ DBE Goal(%): _____

- 3. Addendum issued for updated federal wage rate determination 10 days prior to bid opening YES NO N/A
- 4. Federal wage rate determinations monitored up until bid opening (addendum issued if necessary, or documentation in project files that reasonable time was not available to issue addendum) YES NO

8. Copy of low bidder's proposal attached	<input type="checkbox"/> YES <input type="checkbox"/> NO
9. Construction Contract DBE Commitment (Exhibit 15-G) attached	<input type="checkbox"/> YES <input type="checkbox"/> NO
10. Contractor Good Faith Effort (Exhibit 15-H) in project files	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
11. Evaluation of Good Faith Effort (Exhibit 9-E) attached	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
12. Results of Administrative Reconsideration in project files	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
13. Exhibit 12-B: Bidder's List of Subcontractors attached for each bidder	<input type="checkbox"/> YES <input type="checkbox"/> NO
14. Itemized Bid Summary attached	<input type="checkbox"/> YES <input type="checkbox"/> NO
15. Bid Analysis in project files (required for projects on the National Highway System)	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
16. Low bidder and subcontractors properly licensed (verification in project files)	<input type="checkbox"/> YES <input type="checkbox"/> NO
17. Low bidder and subcontractors have not been debarred (verification in project files)	<input type="checkbox"/> YES <input type="checkbox"/> NO
18. RE's Construction Contract Administration Checklist (Exhibit 15-B) attached	<input type="checkbox"/> YES <input type="checkbox"/> NO
19. LAPM 3-A attached (only needed for funding changes)	<input type="checkbox"/> YES <input type="checkbox"/> N/A

NOTE: If the answer is "no" to any of the above questions, a letter of explanation is required. The DLAE must review the explanation and determine if the LPA is eligible for federal funds.

Prepared by (LPA Representative Signature) _____
 Name _____
 Title _____
 Date _____

Page 1 of 1
July 2024

Contact

OFFICE OF PROJECT MANAGEMENT OVERSIGHT – SOUTH

California Department of Transportation
Division of Local Assistance
Office of Project Management Oversight



Tou Vang, Sr. Area Engineer
Tou.Vang@dot.ca.gov
(279) 599-4028

Integrity • Commitment • Teamwork • Innovation

Visit the [Division of Local Assistance Blog](#) to stay informed of news and events.