

**REQUEST FOR AUTHORIZATION OF
ADDITIONAL CLASSIFICATION AND RATE**

CHECK APPROPRIATE BOX

SERVICE CONTRACT

CONSTRUCTION CONTRACT

OMB No.: 9000-0089

Expires: 02/28/96

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (VRS), Office of Federal Acquisition Policy, GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (9000-0089), Washington, DC 20503.

NOTE: THE CONTRACTOR SHALL COMPLETE ITEMS 3 THROUGH 16 AND SUBMIT THE REQUEST, IN QUADRUPPLICATE, TO THE CONTRACTING OFFICER

1. TO: ADMINISTRATOR, Employment Standards Administration WAGE AND HOUR DIVISION U.S. DEPARTMENT OF LABOR WASHINGTON, D.C. 20210	2. FROM: (REPORTING OFFICE)
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3. CONTRACTOR Webb County	4. DATE OF REQUEST
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5. CONTRACT NUMBER 70CDCR18DIG000004	6. DATE BID OPENED (SEALED BIDDING) N/A	7. DATE OF AWARD 02/28/2018	8. DATE CONTRACT WORK STARTED 02/28/2018	9. DATE OPTION EXERCISED (IF APPLICABLE) (SCA ONLY)
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10. SUBCONTRACTOR (IF ANY)
CoreCivic

11. PROJECT AND DESCRIPTION OF WORK (ATTACH ADDITIONAL SHEET IF NEEDED)
Detention services for Federal inmates to include custody, control, accountability, medical, and subsistence services.

12. LOCATION (CITY, COUNTY AND STATE)
Webb County Detention Center, Laredo, Webb County, Texas

13. IN ORDER TO COMPLETE THE WORK PROVIDED FOR UNDER THE ABOVE CONTRACT, IT IS NECESSARY TO ESTABLISH THE FOLLOWING RATE(S) FOR THE INDICATED CLASSIFICATION(S) NOT INCLUDED IN THE DEPARTMENT OF LABOR DETERMINATION

NUMBER: 2015-5240, Revision 5	DATED: 07/25/2017	
a. LIST IN ORDER: PROPOSED CLASSIFICATION TITLES(S); JOB DESCRIPTION(S); DUTIES; AND RATIONALE FOR PROPOSED CLASSIFICATIONS (SCA ONLY) <i>(Use reverse or attach additional sheets, if necessary)</i> Proposed Classification Title: CHAPLAIN FGE = GS-8 Description: The Chaplain coordinates all religious services, programs, and related activities at the facility. Provides pastoral care, including pastoral counseling. A complete job description is attached. Rationale: This position is not listed in the wage determination and the work performed is not covered by the classifications described in the SCA Directory of Occupations. We have determined that this position falls under the Miscellaneous Occupations category, and is comparable to an FGE GS-8 level position in the SCA Directory of Occupations. We identified three occupations in the Miscellaneous Occupations category at an FGE GS-9. We calculated the percentage to the lower grade for each FGE and averaged the computed figures, in accordance with the SCA Conformance Guide, Appendix C. Based on this analysis, we propose that the Chaplain position be conformed at a wage rate of \$21.76 per hour. Methodology is attached.	b. WAGE RATE(S) \$21.76	c. FRINGE BENEFITS PAYMENTS \$4.41

14. SIGNATURE AND TITLE OF SUBCONTRACTOR REPRESENTATIVE (IF ANY) Natasha K. Metcalf Vice President, Partnership Development	15. SIGNATURE AND TITLE OF PRIME CONTRACTOR REPRESENTATIVE
---	--

Sign & Date
All

16. SIGNATURE OF EMPLOYEE OR REPRESENTATIVE 	TITLE Chaplain	CHECK APPROPRIATE BOX-REFERENCING BLOCK 13. <input checked="" type="checkbox"/> AGREE <input type="checkbox"/> DISAGREE
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TO BE COMPLETED BY CONTRACTING OFFICER (CHECK AS APPROPRIATE - SEE FAR 22.1019 (SCA) OR FAR 22.406-3 (DBA))

- THE INTERESTED PARTIES AGREE AND THE CONTRACTING OFFICER RECOMMENDS APPROVAL BY THE WAGE AND HOUR DIVISION. AVAILABLE INFORMATION AND RECOMMENDATIONS ARE ATTACHED.
- THE INTERESTED PARTIES CANNOT AGREE ON THE PROPOSED CLASSIFICATION AND WAGE RATE. A DETERMINATION OF THE QUESTION BY THE WAGE AND HOUR DIVISION IS THEREFORE REQUESTED. AVAILABLE INFORMATION AND RECOMMENDATIONS ARE ATTACHED.

(Send copies 1, 2, and 3 to Department of Labor)

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<p>(Use reverse or attach additional sheets, if necessary)</p> <p>Proposed Classification Title: CHAPLAIN</p> <p>FGE = GS-8</p> <p>Description: The Chaplain coordinates all religious services, programs, and related activities at the facility. Provides pastoral care, including pastoral counseling. A complete job description is attached.</p> <p>Rationale: This position is not listed in the wage determination and the work performed is not covered by the classifications described in the SCA Directory of Occupations. We have determined that this position falls under the Miscellaneous Occupations category, and is comparable to an FGE GS-8 level position in the SCA Directory of Occupations. We identified three occupations in the Miscellaneous Occupations category at an FGE GS-9. We calculated the percentage to the lower grade for each FGE and averaged the computed figures, in accordance with the SCA Conformance Guide, Appendix C. Based on this analysis, we propose that the Chaplain position be conformed at a wage rate of \$21.76 per hour. Methodology is attached.</p>	\$21.76	\$4.41

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 Natasha K. Metcalf
 Vice President, Partnership Development

15. SIGNATURE AND TITLE OF PRIME CONTRACTOR REPRESENTATIVE

16. SIGNATURE OF EMPLOYEE OR REPRESENTATIVE


TITLE
 chaplain

CHECK APPROPRIATE BOX-REFERENCING BLOCK 13.
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 Natasha K. Metcalf
 Vice President, Partnership Development

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TITLE


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**Webb County Detention Center – 70CDR18DIG000004
Chaplain Conformance Methodology**

The method for determining the wage rate for the proposed classification employed at the Webb County Detention Center is based on the process described in the U.S. Department of Labor Prevailing Wage Resource Book and the SCA Conformance Guide.

The work performed as described in our job description (attached) is not covered by the classifications listed in the wage determination or as described in the SCA Directory of Occupations 5th Edition. Pursuant to the guidance of the *Resource Book*, and considering the skills required, the level of responsibility, and scope of work, we determined that this position falls under the Miscellaneous Occupations category, and is comparable to an FGE GS-8 level position in the SCA Directory of Occupations 5th Edition.

The Chaplain coordinates all religious services, programs, and related activities at the facility. Provides pastoral care, including pastoral counseling. Plans, facilitates or conducts various religious services and programs. Arranges emergency phone calls or visits for inmates/residents to address issues involving serious illness, death, or other emergency. The incumbent also establishes and maintains working relationships with community ministerial associations and organizations, churches, mosques, and synagogues, civil organizations, volunteer organizations, and individuals whose participation and support may enhance and improve chaplaincy and religious services programs and activities. The position manages and tracks religious needs and requirements specific to the various religious practices within the facility population.

We identified one occupation in the Miscellaneous Occupations category, with the same FGE GS-8 as the occupation to be conformed; the Marketing Analyst, however this position is not similar in job duties nor skill level, to the Chaplain position. Furthermore, the wage rate listed in the wage determination is higher than most occupations at the FGE GS-9 level and would not establish a good pay relationship for the position to be conformed. We identified three occupations in the same broad occupational category at an FGE GS-9; the Embalmer (\$24.18/hr), the Flight Follower (\$24.18/hr) and the Mortician (\$24.18/hr). We multiplied by 0.9 to the lower grade for each FGE and averaged the computed figures, in accordance with the SCA Conformance Guide, Appendix C. Based on this analysis, we propose that the Chaplain position be conformed at a wage rate of \$21.76 per hour.

This methodology is consistent with conformance approval for the Chaplain position at the McRae Correctional Facility (DJB1PC016), Nevada Southern Detention Center (ODT-8-C-0001), and La Palma Correctional Center (DROIGSA-06-0002), which were based on the same criteria.

CoreCivic appreciates your consideration of this information and approval of the conformance request for the Chaplain position at the Webb County Detention Center.

U.S. Department of Labor

Wage and Hour Division
Washington, D.C. 20210



NOV 26 2018

Mr. Darin R. Smith
Contracting Officer
Federal Bureau of Prisons
McRae Correctional Facility
112 Jim Hammock Drive
McRae, GA 31055

Dear Mr. Smith:

This is in response to your November 14, 2018, conformance request for a classification and wage rate not listed on Wage Determination (WD) 2015-4521 (Rev.1), dated July 8, 2016 applicable to contract number DJB1PC016 for Chaplain services at McRae Correctional Facility, McRae, Telfair County, Georgia.

Please note, **Box 7** indicates the contract was awarded on 10/27/2011; however, the work began 12/01/2012 (Box 8), with an option date of 12/01/2018. The option date is exercised on 12/1/18, as such, WD 2015-4521, (Rev. 9), dated July 3, 2018 is the WD applicable to this contract. Please ensure the contract reflects WD 2015-4521 (Rev. 9).

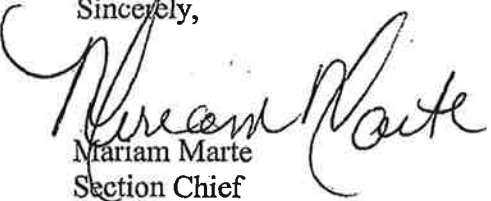
The following classification and hourly wage rate is approved:

Chaplain	\$20.68
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The conformed classification and wage rate is in addition to the fringe benefits rate of \$4.48 listed on the WD and is retroactive to the commencement date of the contract.

If you have any questions, please contact this office at 202-693-0073.

Sincerely,


Mariam Marte
Section Chief
Branch of Service Contract
Wage Determinations

U.S. Department of Labor

Wage and Hour Division
Washington, D.C. 20210



DEC 13 2018

Ms. Deborah M. Johnson
Contracting Officer
United States Marshals Services
Office of Detention Services
POD, CS-3 5th Floor
1215 S. Clark St.
Arlington, VA 22202

Dear Ms. Johnson:

This is in response to your November 16, 2018 request for conformance of classifications and wage rates not listed on wage determinations (WD) 2015-5599 (Rev. 4), dated July 25, 2017 and 2015-2331 (Rev. 2), dated July 05, 2016. These WDs are applicable to Contract Number ODT-8-C-0001 for correctional confinement services for Federal inmates at Nevada Southern Detention Center in Pahrump, Nye County, Nevada.

The following classifications and wage rates are approved:

<u>Classifications</u>	<u>Wage Rates</u>
Manager, Learning and Development	\$22.06
Chaplain	\$27.12
Warehouse Manager	\$18.85
Safety Manager	\$34.81

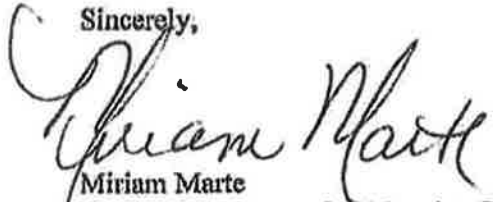
The conformed classification and wage rate is in addition to the fringe benefits rate of \$4.27 listed on the WD and is retroactive to the start date of the contract.

Your conformance request for the proposed classification of Technology Support Specialist is being denied for the following reasons:

- The job duties of the proposed classification of Technology Support Specialist appears to fall within the scope of the work of the System Support Specialist classification that is listed on the WD. In accordance with 29 C.F.R. § 4.152 (c), conformance of a classification may only be needed if the work in which an employee is to perform under the contract is not within the scope of work of any classification listed on the WD, regardless of the job title. It should be noted that it is not essential that an employee performs all of the duties of a classification in order to meet the requirements test of that job title. Consequently, conformance would not be necessary for this classification because the wage rate is listed on the applicable WD.

Should you have any questions or if we may assist you further, please contact this office at (202) 693-0073.

Sincerely,

A handwritten signature in cursive script that reads "Miriam Marte". The signature is written in black ink and is positioned above the printed name and title.

Miriam Marte
Section Chief, Branch of Service Contract
Wage Determinations



APR - 1 2019

Ms. Natasha Nguyen
Contract Officer
U.S. Immigration and Customs Enforcement
Office of Acquisition
24000 Avila Road, Room 3104
Laguna Niguel, CA 92677

Dear Ms. Nguyen:

This is in response to your conformance request, dated March 7, 2019, for classifications and wage rates not listed in Wage Determination (WD) 2015-5469 (Revision 7), dated January 10, 2018. This WD is applicable to contract number DROIGSA-06-0002 for correctional confinement services at La Palma Correctional Center, Eloy, Pinal County, Arizona.

The following classifications and hourly wage rates are approved:

Recreation Supervisor	\$22.81
Chaplain	\$23.84
Master Scheduler	\$18.67

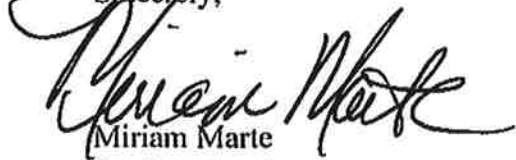
The conformed classifications and wage rates are in addition to the fringe benefits rate of \$4.41 listed on the WD, and is retroactive to the commencement date of the contract.

The **Assistant Shift Supervisor** classification and hourly wage rate is not approved because the employee or their authorized representative must sign the conformance request which indicates that the employee has been given the opportunity to agree or disagree with the conformance. "Lieutenant" is not an authorized representative. Additionally, the Wage and Hour Division does not conform classifications where the position is vacant.

The **Case Manager, Correctional Counselor, and Senior Correctional Officer** classifications and hourly wage rates are not approved because they are being conformed with an FGE of GS-7, but the proposed wage rates are lower than existing GS-6 classifications already listed on the WD.

If you have any questions, please contact this office at 202-693-0073.

Sincerely,

A handwritten signature in cursive script, appearing to read "Miriam Marte".

Miriam Marte
Section Chief
Branch of Service Contract
Wage Determinations

Job Title	Job Code
CHAPLAIN	2142

Department	EEO Code	EEO Category	FLSA Status	Full Time	Part Time
06	002	P	Non-Exempt	X	N/A

SUMMARY:

The Chaplain coordinates all religious services, programs, and related activities at the facility. Provides pastoral care, including pastoral counseling.

ESSENTIAL FUNCTIONS:

The incumbent should be able to perform all of the following functions at a pace and level of performance consistent with the job performance requirements. Any additional qualifications and/or essential job functions for specific facility locations will be contained in Appendix A.

1. Provides pastoral care to inmates/residents and staff as needed or requested. Plans, facilitates or conducts various religious services and programs.
2. Provides direction and oversight regarding “emergency” and/or “crisis” messages while ensuring that such reports are accurate, verified, and appropriately documented. Arranges emergency phone calls or visits to address issues involving serious illness, death, or other emergency.
3. Makes rounds of all housing units, special or restricted housing, medical housing or other areas of facility on a regular basis.
4. Coordinates and manages the recruitment, administrative oversight, training, and scheduling of volunteers providing services to and within the facility.
5. Manages departmental resources, inventories of supplies, donated materials, equipment, and areas assigned to the chaplaincy in compliance with policy.
6. Prepares and disseminates reports as required by policy including, but not limited to, religious services, volunteer services, inmate programs, and safety, in a timely and professional manner.
7. Complies with the requirements of applicable regulations, laws, rules, procedures, policies, standards and/or contract.
8. Establishes and maintains working relationships with community ministerial associations and organizations, churches, mosques, and synagogues, civil organizations, volunteer organizations, and individuals whose participation and

Job Title	Job Code
CHAPLAIN	2142

support may enhance and improve chaplaincy and religious services programs and activities.

9. Manages and tracks religious needs and requirements specific to the various religious practices within the facility population to include diets, personal items, literature, and resources in concert with recognized correctional policy, practices and the directives of facility administration.
10. Domestic U.S. travel may be required.

QUALIFICATIONS:

Graduate from an accredited college or university with a Bachelor's degree is required, preferably in Divinity, Theology or Religion. A Master's Degree from a Seminary, School of Theology, or University in Divinity, Theology, Biblical Studies, or a related field is preferred. Three years of full-time pastoral experience is required. Eligibility for denominational endorsement or equivalent certification is required. Clinical Pastoral Education is preferred. Must obtain one unit of CPE within eighteen (18) months of hire date if not currently held. Must demonstrate knowledge of the principles and methods of conducting religious services, teaching religions studies, administering sacraments, and the methods, principles, and practices of counseling. A valid driver's license is required.

SUMMARY OF CURRENT JOB PERFORMANCE CHARACTERISTICS

Job Title	Job Code	Department	Full Time	Part Time
Chaplain	2142	05	X	N/A

GROUP I (Number of hours in an 8-hour day)		Intermittent	Constant		
Sitting		>6			
Standing		<1			
Walking		<1			
GROUP II	Weight	N/A	Occasionally	Frequently	Continuously
Lifting up to	25		X		
Carrying up to	25		X		
Pushing up to	25		X		
Pulling up to	25		X		
GROUP III	N/A	Occasionally	Frequently	Continuously	
Squatting		X			
Bending			X		
Kneeling		X			
Reaching			X		
Twisting		X			
Crawling		X			
Ladder Climbing		X			
Stair Climbing		X			
Other Climbing - Describe:					
GROUP IV	N/A	Occasionally	Frequently	Continuously	
Walking on rough ground		X			
Exposure to changes of temperature or humidity		X			
Exposure to dust, fumes or gases		X			
Being near moving machinery		X			
Working from heights		X			
Exposure to Infectious Diseases			X		
Driving			X		
Mental Alertness				X	

OTHER CHARACTERISTICS:

Use of the Following Equipment:

Telephone and copier.

Travel: Frequent local ground travel; occasional long distance ground and/or air travel.

Additional Physical Demands:

While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel objects or controls; reach with hands and arms; talk and hear.

Specific vision abilities required by this job include:

Close, distance, color, and peripheral vision; depth perception; and the ability to adjust focus.