

DIR Renewal Reminder for Public Works Contractors

City & County of San Francisco
Labor Standards Enforcement



REMINDER TO RENEW REGISTRATION WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS



Key Resources

[DIR - REGISTRATION](#)
[OLSE WEBSITE](#)

Contact Information

Office of Labor Standards Enforcement
City and County of San Francisco
www.sfgov.org/olse

(415) 554-6573

Dear Contractor,

As a prime or subcontractor on one or more public works projects for the City and County of San Francisco, you are subject to the requirements of the State of California's Senate Bill 854 (SB-854). This notice serves as a reminder of the requirements of the bill and the phases for compliance established by the bill.

Requirements:

- All contractors, regardless of tier, must be registered with the State of California Department of Industrial Relations in order to bid or work on any public works project.
 - This is an annual registration that expires June 30 of every year.
 - If your registration expired on June 30, 2015, you must renew it before January 1, 2016, or pay a penalty of \$2,000 if you renew after that date. See the News Release No.: 2015-117 from the California Department of Industrial Relations, here: <http://www.dir.ca.gov/DIRNews/2015/2015-117.pdf>
- All contractors and subcontractors must furnish electronic certified payroll records (eCPR) directly to the Labor Commissioner (aka Division of Labor Standards Enforcement).
 - **April 1, 2015:** For all new projects awarded on or after this date, the contractors and subcontractors must furnish electronic certified payroll records to the Labor Commissioner.
 - **January 1, 2016:** As of this date, all contractors must furnish electronic certified payroll records to the Labor Commissioner in its eCPR data system. This includes projects starting before June 20, 2014.

The City and County of San Francisco's Online Project Reporting System, Elation Systems, has provided for a process to download the Payroll Report submitted to Elation in a format which is accepted for upload by the CA DIR. If you have questions or need assistance with Elation Systems, you may contact the help desk at 925-924-0340 x100.

For more information about the CA DIR's eCPR, you may refer to the FAQ available online at: <https://www.dir.ca.gov/Public-Works/ecprfaq.html>

For questions in regards to how this affects your project(s) with the City and County of San Francisco, please contact, the San Francisco Office of Labor Standards Enforcement's at PrevailingWage@sfgov.org or (415) 554-OLSE (415-554-6573)

Thank you,

The San Francisco Office of Labor Standards Enforcement

You are receiving this message because you are registered with the Elation payroll reporting system for Public Works projects.

Follow the link below to unsubscribe.



N E W S L I N E

Newsline No.: 2015-134

Date: December 30, 2015

DIR Reminds the Public Works Community of \$2,000 Penalty Effective January 1

The Department of Industrial Relations (DIR) reminds the public works community that as of January 1, 2016, the penalty for lapsed public works contractor registration (in addition to the \$300 annual renewal fee) will increase from \$300 to \$2,000.

The term “public works contractor” applies to all businesses or sole operators subject to California’s prevailing wage laws.

If you are a public works contractor with an expired registration but you have not bid or worked on any public works projects requiring registration as of July 1, 2015, you can renew your registration for this fiscal year without incurring any penalties.

If you believe your public works contractor registration is active, we encourage you to:

- Use the [active contractor registration search tool](#) to locate and confirm your active registration. (The best way to search is to fill out just the registration number or the license number.)
- If your registration does not come up, it may have expired or you may never have been registered. In this case, go to the [registration/renewal](#) page to activate your registration.
- DIR’s [Frequently Asked Questions](#) for public works has more information on how to register and who must register.

DIR registration requires that all contractors affirm under penalty of perjury that they:

- Have workers’ compensation insurance coverage for all of their employees unless exempt,
- Are in compliance with all applicable workers’ compensation insurance laws,
- Have no outstanding wage judgments, and
- If required, are licensed with the Contractors State License Board.

As a result of [Senate Bill 854](#), all contractors have been required since April 1, 2015, to register with DIR to be awarded a public works contract, even if the project did not go out to bid.

The required annual registration fee of \$300 is used to fund such activities as DIR’s compliance enforcement, prevailing wage, public works coverage determinations and enforcement appeal hearings.

DIR maintains a listing of registered contractors and subcontractors on its website to assist awarding bodies who must confirm this registration before considering a bid or awarding a contract, and for contractors who must confirm that their bid team members are registered. For more information, visit the DIR [Public Works page](#).

DIR protects and improves the health, safety and economic well-being of over 18 million wage earners, and helps their employers comply with state labor laws.

DIR’s Division of Labor Standards Enforcement (DLSE), also known as the [Labor Commissioner’s Office](#), enforces prevailing wage rates and apprenticeship standards in public works projects, inspects workplaces for wage and hour violations, adjudicates wage claims, investigates retaliation complaints, issues licenses and registrations for businesses and educates the public on labor laws.

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