

OFFICE OF LABOR STANDARDS ENFORCEMENT

PATRICK MULLIGAN, DIRECTOR



Labor Standards Fact Sheet

(Locally-Funded Covered Local Projects - Citywide Project Labor Agreements)

Information and requirements for contractors and subcontractors bidding on public works contracts in the City and County of San Francisco:

- Pay workers the correct Prevailing Wage rates for each craft, classification and type of work performed. *San Francisco Labor & Employment Code § 101.1, 103.1; CA Labor Code § 1773 and 1774*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCP Tracker). *San Francisco Labor & Employment Code § 103.3(e)(2)(A); CA Labor Code §1776*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign-in sheets documenting all hours worked and the classifications of work performed. *San Francisco Labor & Employment Code § 103.3(c)(3).*
- Display the OLSE Prevailing Wage poster on the jobsite in a prominent and accessible place, informing workers of Prevailing Wage requirements. *San Francisco Labor & Employment Code § 103.3(c)(4)*
- Furnish employees with itemized pay stubs and retain payroll records. *San Francisco Labor & Employment Code § 103.3(e)(1) and (2); CA State LC §226.*
- Employ apprentices registered in a DIR-approved apprenticeship program and make apprenticeship training contributions. *San Francisco Labor & Employment Code § 104.2; CA Labor Code §1777.5*
- Register with the DIR. *CA State Labor Code §1725.5*
- Comply with local labor laws including *Minimum Compensation Ordinance, Health Care Accountability Ordinance, Health Care Security Ordinance, Fair Chance Ordinance, Prevailing Wage Provisions in Covered Contracts*, and the *Citywide Project Labor Agreement. SF Admin Code Section 6.27; SF Labor and Employment Code Articles 111, 21, 142, and 102.*
- For projects awarded under CM/GC or Design-Build contracting models: OLSE will use the bid advertisement date or contract date of the trade package, to calculate the applicable Prevailing Wage determination. *8 CCR § 16000; CA Public Works Manual.*

- All work is subject to compliance monitoring and enforcement by OLSE. *San Francisco Labor & Employment Code § 103.3(c)(1).*
- OLSE Compliance Officers have the right to engage in random inspections of job sites and to have access to the employees of the contractor, employee time sheets, inspection logs, payroll records and employee paychecks. *San Francisco Labor & Employment Code § 103.3(c)(2).*
- Failure to comply with Prevailing Wage regulations may result in penalties between \$50 and \$200 per day, per worker, and may lead to disqualification from public works with the City and County of San Francisco. *San Francisco Labor & Employment Code § 103.3(c)(5); CA Labor Code Section §1776(h).*

Labor Standards Resources

The current Prevailing Wage rates are available on the Internet, from OLSE or the Awarding Department. For specific information about Prevailing Wage requirements, you can visit the websites listed below:



OLSE Website

<https://www.sf.gov/information/prevailing-wage>



DIR Prevailing Wage Rates

<http://www.dir.ca.gov/OPRL/PWD/>



Davis-Bacon Wage Rates

<https://sam.gov/wage-determinations>

Formula to search by WD: [State] + [year] + [0018]. Example: CA20240018



DIR Public Works Contractor Registration

<https://www.dir.ca.gov/Public-Works/Contractor-Registration.html>



DIR Public Works Manual

<http://www.dir.ca.gov/dlse/PWManualCombined.pdf>



Apprentice Wage Rates

<https://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp>



Apprenticeship Programs, Requirements & Forms

<http://www.dir.ca.gov/DAS/PublicWorksForms.htm>



Contractors State License Status

<https://www2.cslb.ca.gov/OnlineServices/CheckLicense/CheckLicense.aspx>



Information on laws for non-trade employees performing work on City Contracts

<https://www.sf.gov/information/prevailing-wage-non-construction-workers>

For more information, call OLSE at (415) 554-6573 or email prevailingwage@sfgov.org



Citywide Project Labor Agreement (PLA) (SF Public Works and SF Recreation and Parks Only)

Background: On February 18, 2019, the San Francisco Board of Supervisors passed the Citywide Project Labor Agreement Ordinance ([Section 6.27 of the SF Administrative Code](#)). This Ordinance directed the City to negotiate a Project Labor Agreement (PLA) with the San Francisco Building Construction Trades Council.

Effective Date: July 14, 2020

COVERED PROJECTS:

- (1) Funded wholly or in part by a general obligation bond or a revenue bond with an estimated project value which exceeds the following threshold amounts:
 - \$5 Million from 7/14/2020 – 7/13/2021
 - \$3 Million from 7/14/2021 – 7/13/2022
 - \$1 Million from 7/14/2022 – 7/13/2040
- (2) Funded by a source other than a general obligation bond or a revenue bond with an estimated project value which exceeds \$10 million

COVERED CONTRACTORS are required to:

1. Utilize trade appropriate union hiring halls to hire workers
2. Pay fringe benefit contributions on behalf of workers directly to appropriate Union Trust Fund programs
3. Complete and sign a *Letter of Assent, Craft Assignment Form or Statement of Exemptions (for LBE)*
4. Attend a mandatory pre-job conference

CERTIFIED LOCAL BUSINESS ENTERPRISE (LBE) EXEMPTION:

1. Exempt until payments of \$5 million are issued on covered projects
2. The LBE contractor has 30 days to sign a *Letter of Assent* and must comply with the PLA across all current, ongoing, and subsequent covered projects when the LBE reaches \$5M threshold on covered projects
3. LBEs wishing to be exempt from the terms and conditions of the PLA must complete and sign a *Statement of Exemption* form prior to project participation and payroll reporting.



FOR MORE INFORMATION

Visit our website, call our office, or email us.

PLA Hotline: (415) 554-6573 | Email: prevailingwage@sfgov.org

Website: <https://www.sf.gov/information/citywide-project-labor-agreement>

GENERAL SERVICES AGENCY
OFFICE OF LABOR STANDARDS ENFORCEMENT
 PATRICK MULLIGAN, DIRECTOR



2026 OLSE / LCPtracker Training Schedule

No fees or registration required

Payroll Reporting Training

Includes an overview of Prevailing Wage and Citywide PLA

2nd Tuesday of the Month

10:30 am to 12:00 pm – City Contractors & Subcontractors

For City Staff - upon request - please email prevailingwage@sfgov.org

Tuesday, January 13, 2026*	Tuesday, July 14, 2026*
Tuesday, February 10, 2026*	Tuesday, August 11, 2026*
Tuesday, March 10, 2026*	Tuesday, September 08, 2026*
Tuesday, April 14, 2026*	Tuesday, October 13, 2026*
Tuesday, May 12, 2026*	Tuesday, November 10, 2026*
Tuesday, June 09, 2026*	<i>No Training in December 2026</i>

*Live webinars will be conducted on Microsoft Teams.



On-Demand Webinar:

Available 24/7 & covers the basics of submitting certified payrolls.

Please visit OLSE's website for up-to-date information

<https://www.sf.gov/take-payroll-training>

For certified payroll reporting training questions, please contact Jimmy Hewitt by phone at (415) 554-6211 or email james.hewitt@sfgov.org.

San Francisco Labor Laws for City Contractors

Effective January 1, 2026

Labor Requirements per CCSF Contract

Minimum Compensation Ordinance (MCO)

Wages and Time Off Requirements

Covered Employers

- Applies to a company that has 5 or more employees, anywhere in the world AND subcontractors working on the City Contract

Covered Employees

- Any employee who works on a City contract for services

Employer Requirements

- **For-profit rate** is \$21.54/hour as of 7/1/25
- **Non-profit rate** is \$21.55/hour as of 7/1/25; \$23.00/hour as of 1/1/26
- **Public Entities rate** is \$22.00/hour as of 1/1/25; \$23.00/hour as of 1/1/26
- 0.04615 hours of Paid Time Off (PTO) per hour worked (can be used as vacation or sick leave, and is vested and cashed out at termination)
- 0.03846 hours of Unpaid Time Off per hour worked – allowed without consequence
- Posting Requirements
- Employee must sign a “Know Your Rights” form

Contact the MCO unit: mco@sfgov.org and (415) 554-7903

Health Care Accountability Ordinance (HCAO)

Covered Employers

- If a non-profit with a grant contract, the contract is exempt from HCAO
- For a company that has > 20 workers (for profit)/ > 50 workers (nonprofit), anywhere in the world
- Applies to your subcontractors working on the City Contract.

Covered Employees

- Any employee who works **at least 20 hours a week** on a City contract for services:

Employer Requirements

- A) Offer a compliant health plan with no premium charge to the employee. See Minimum Standards
OR
 - B) Pay \$7.50* per hour to SF General Hospital (not Healthy San Francisco and not a benefit to employees)
OR
 - C) Pay \$7.50* per hour to covered employee. N/A to SFO and San Bruno Jail locations. Employee must live outside of SF and work on a City contract outside of SF. See HCAO for more details.
- Posting Requirements
 - Employee must sign a “Know Your Rights” form

*Rate changes every July 1

Contact the HCAO unit: hcao@sfgov.org and (415) 554-7903

City and County Labor Laws for Companies Operating in the City & County of San Francisco

Health Care Security Ordinance (HCSO)

Covered Employers

- Employers with 20 or more workers worldwide

Covered Employees

- Any employee who works **an average of 8 hours a week in the City of San Francisco** (whether or not on a City contract) and is **not covered by the HCAO**

Employer Requirements

- As of 1/1/2026, spend \$2.74* or \$4.11* (depending on your size) per hour on their health care (e.g. health insurance, or a contribution to Healthy San Francisco)
 - Employee can only waive their rights:
 - By signing an official HCSO voluntary waiver, and
 - If they show they have insurance through another employer
- Posting Requirement

* Rate changes every January 1st

Contact the HCSO unit: hcsos@sfgov.org and (415) 554-7892

Office of Labor Standards and Enforcement (OLSE)
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