



TRAVEL AND SUBSISTENCE PROVISIONS

FOR

CARPET, LINOLEUM, SOFT FLOOR LAYER:  
**CARPET, LINOLEUM, SOFT FLOOR LAYER**

**FLOOR COVERING HANDLER**

FLOOR COVERING HANDLER TRAINEE, FIRST 3 MONTHS  
FLOOR COVERING HANDLER TRAINEE, SECOND 3 MONTHS

IN

ALAMEDA, CONTRA COSTA, LAKE, MARIN, MENDOCINO, MONTEREY,  
SAN BENITO, NAPA, SAN FRANCISCO, SAN MATEO, SANTA CLARA,  
SANTA CRUZ, SOLANO AND SONOMA COUNTIES

200-12-1

RECEIVED  
Department of Industrial Relations

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Office of the Director-Research



HIGH PERFORMANCE

HIGH VALUE

# **NORTHERN CALIFORNIA FLOOR COVERING MASTER AGREEMENT**

**BETWEEN**

**DISTRICT COUNCIL 16**

**AND**

**FLOOR COVERING ASSOCIATION  
CENTRAL COAST COUNTIES**

**July 1, 2015 - June 30, 2019**

## **ARTICLE 26 TRANSPORTATION**

1. All Employers must furnish adequate transportation to all local and out-of-town jobs for their employees, and where transportation is furnished by the Employer it shall be safe and adequate and shall conform to the requirements of the California Motor Vehicle Department and applicable State Law.
2. Employees may be permitted to use their own vehicles for the purpose of transporting employees as provided for in Article 27. In every instance the Employer shall reimburse the employee at the current IRS rate per mile for all miles plus tolls and parking fees. The Employer shall cover all employees with industrial accident insurance protection to the full extent provided by the Workmen's Compensation Laws of the State of California, and shall carry public liability, fire, theft, and comprehensive and property damage automobile insurance covering the Employer and the employee owner of the vehicle for any accident occurring during the use of said vehicle. These provisions shall also apply where the vehicle owned by the employee is used by others in the course of the Employer's business.
3. All mileage fees are to be paid by separate check or shown as a separate item on a paycheck.
4. It shall be optional with the employees whether they will use their own vehicle for such transportation and any employee who does not wish to use his vehicle will not be discriminated against by the Employer.
7. Employees will not be permitted to transport materials or shop supplied equipment to or from the jobsite in anything other than a company supplied vehicle.

## **ARTICLE 27 TRAVEL TIME, TRAVEL EXPENSES & SUBSISTENCE**

1. **TRAVEL TIME:**  
Employees required to jobsite report more than forty (40) miles from the point of dispatch (employee's home or individual employer's shop) as determined by the individual Employer, shall receive Wages and Benefits for all time spent traveling beyond forty (40) miles from the point of dispatch to the jobsite and return. Employees reporting in their private vehicles to a jobsite more than forty (40) miles from the point of dispatch, shall also receive mileage at the current IRS rate per mile for all miles traveled outside of the forty (40) miles. (Mileage and drive time is to be based on Google Maps, Employees required to jobsite report more

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## **2. SUBSISTENCE:**

- (a)** When employees are required to live away from their personal place of residence, in order to report for work when and where directed by the Employer, each employee shall receive lodging, or an amount equal to reasonable lodging, in advance, plus subsistence in the amount of seventy-five dollars (\$75.00) per day, in advance, on a separate check.
- (b)** Round trip airfare, mileage, or transportation shall be provided by the Employer on all jobs in which subsistence is required.
- (c)** Employees shall receive Travel Time, from the point of dispatch to the jobsite and return, on all jobs in which subsistence is required.

## **3. TRAVEL TIME CALCULATION SHEET:**

The following Travel Time Calculation Sheet shall be used in conjunction with Google Maps, no traffic in order to determine Travel Reimbursement and Fringe Benefits contributions. The setting for Driving Speeds shall be; Interstate Highways – 65 mph, Limited Access Highways – 60 mph, Other Highways – 50 mph, Arterial Roads – 35 mph, Streets – 20 mph.

**Travel Time Calculation Sheet (Formulas)**

| <b>Employee Name</b>                            | <b>From: Starting Address</b>  |   |   |
|---|--|---|---|
|   | <b>To: Destination Address</b>   |   |   |
|   | <b>Minutes</b>   | <b>Miles</b>  | <b>Minutes Per Mile</b>                   |
| <b>Actual Commute (One Way)</b>                 | (Enter minutes as per Google Maps)   | (Enter miles as per Google Maps)                              | <b>Calculation =</b><br>(Minutes ÷ Miles) |
| <b>Adjusted Commute (One Way)</b>               | <b>Calculation =</b><br>(Adjusted Commute Miles x Minutes Per Miles)       | <b>Calculation =</b><br>(Actual Commute Miles – 40)           |   |
| <b>Round Trip</b>                               | <b>Calculation =</b><br>(Adjusted Commute Minutes x 2)                     | <b>Calculation =</b><br>(Adjusted Commute Miles x 2)          |   |
| <b>Daily Travel Time/Mileage Reimbursement:</b> | <b>Calculation =</b><br>(Round Trip Minutes rounded to the nearest ¼ hour) | <b>Calculation =</b><br>(Round Trip Miles x current IRS Rate) |   |

**Travel Time Calculation Sheet (Example)**

| <b>John Doe</b>                                 | <b>From: 123 Any Street, San Francisco, CA</b> |                |                         |
|---|--|----------------|-------------------------|
|   | <b>To: 456 Main Street, Fremont, CA</b>        |                |                         |
|   | <b>Minutes</b>                                 | <b>Miles</b>   | <b>Minutes Per Mile</b> |
| <b>Actual Commute (One Way)</b>                 | <b>50.00</b>                                   | <b>50.00</b>   | <b>1.00</b>             |
| <b>Adjusted Commute (One Way)</b>               | <b>10.00</b>                                   | <b>10.00</b>   |                         |
| <b>Round Trip</b>                               | <b>20.00</b>                                   | <b>20.00</b>   |                         |
| <b>Daily Travel Time/Mileage Reimbursement:</b> | <b>2/4</b>                                     | <b>\$10.10</b> |                         |

**ARTICLE 28  
MARKING OF VEHICLES**

3. Recognizing that conditions do occur when an Employer is temporarily in need of an extra vehicle, it is agreed that with prior notification to the Union, an Employer may use other vehicles owned by him or said firm or a commercially leased vehicle from recognized leasing agents such as Hertz, Avis, etc., for the transporting of workmen, tools and materials.