

DEPARTMENT OF INDUSTRIAL RELATIONS  
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March 15, 2024

**IMPORTANT NOTICE TO AWARDING BODIES AND ALL INTERESTED PARTIES  
REGARDING A CORRECTION TO  
THE DIRECTOR'S GENERAL PREVAILING WAGE DETERMINATIONS**

Dear Public Official/Other Interested Parties:

**CRAFT:** Roofer

**CLASSIFICATIONS:** Roofer, Kettleman; Helper; Kettleman (2 Kettles); Bitumastic, Enameler, Coal Tar, Pitch and Mastic Worker

**LOCALITIES:** Santa Clara and Santa Cruz

**DETERMINATIONS:** STC-2022-1, STZ-2022-1, STC-2022-2, STZ-2022-2, STC-2023-1, STZ-2023-1, STC-2023-2, STZ-2023-2

**CRAFT:** Roofer

**CLASSIFICATIONS:** Roofer; Helper; Kettleman (2 Kettles); Bitumastic, Enameler, Coal Tar, Pitch and Mastic Worker

**LOCALITIES:** Santa Clara and Santa Cruz

**DETERMINATIONS:** STC-2024-1, STZ-2024-1

For the craft/classifications of Roofer: Roofer, Kettleman; Helper; Kettleman (2 Kettles); Bitumastic, Enameler, Coal Tar, Pitch and Mastic Worker, the bolded portions of Section 3(a) were inadvertently omitted from the travel and subsistence provisions.

Section 3(a) should read as follows:

(a) When it is necessary for an employee to remain out of town overnight, the employer agrees to pay all reasonable expenses. The employer shall designate lodging facilities of not less quality than Motel 6, two (2) employees to a room, and provide each employee with a meal allowance of **\$45.00** per day. If previous arrangements for lodging facilities have not been made, the employee and the employer shall mutually agree on reasonable lodging facilities and the employee shall be reimbursed for the actual out of pocket cost incurred as demonstrated by receipts. **Employers shall have the option of satisfying this section 3(a) by providing an employee with a round sum of \$125.00 per day.** No subsistence allowance is required for any day for which the employee received pay for travel time and mileage expense reimbursement to return from the subsistence area.

Attached are the correct travel and subsistence provisions.

With the exception of the above correction, all of the wage rates and other conditions found in the above-referenced prevailing wage determinations remain unchanged.

## **TRAVEL AND SUBSISTENCE PROVISIONS**

### **CRAFT/CLASSIFICATION**

Roofer: Roofer, Kettleman; Helper; Kettleman (2 Kettles); Bitumastic, Enameler, Coal Tar, Pitch and Mastic Worker

### **ID**

232-95-1

### **LOCALITY**

Santa Clara and Santa Cruz Counties

## **TRAVEL AND SUBSISTENCE**

### Article XVIII

#### Transportation, Travel Time and Out of Town Expenses

##### Section 1. Pay for Travel Time

(a) Travel compensation for all employees who are directed by the Employer to report directly to the job site shall be reimbursed the amount specified according to the zone schedule as defined herein. An employee who has not been told where to report should contact the Employer between 4:00 p.m. and 6:00 p.m. the day before he is scheduled to report in order to receive instructions on where to report. An employee directed to report to the job site may report instead to the Employer's shop for the limited purpose of traveling on the Employer's vehicle(s) from the shop to the job site and from the last job site of the day back to the shop. Time spent in such travel shall not be counted as time worked and the employee will not be compensated for this time spent in travel to and from a job. All employees who are directed to report directly to the job site as well as those who choose to report to the Employer's shop for the limited purpose of traveling in the Employer's vehicle shall be reimbursed for travel expenses at the per diem rate required for the "Zone" in which the job site is located. The travel zones shall originate from the intersection of Highways 101 and 880.

##### Zones Defined and Compensation:

Zone 1 (Beyond 45 mile radius): \$45.00 per day or Subsistence Allowance.

(b) Every driver of an Employer's vehicle, any employee who is required to report to the shop or any place other than the job site as well as time spent traveling during the work day (i.e., site to site or to supply yard) shall be considered work time as per applicable state and/or federal law.

(c) All time spent in travel, which is required to be counted as time worked by this section, shall be paid at the regular straight time rate if during the regular work day, and as overtime at the rate of time and one-half outside the regular work day hours.

##### Section 2. Mileage and Parking Expense Reimbursement

The Employer agrees to furnish transportation that is safe and lawful. An employee who furnishes his own transportation for travel during times when he would be compensated

as time worked as provided in Section 1, shall in addition to travel time pay be reimbursed for the travel expense of using his own vehicle at the current mileage reimbursement rate established by the Internal Revenue Service for each mile actually traveled. Said mileage reimbursement shall be the sole and exclusive travel expense to which employees are entitled for work-related use of a personal vehicle.

If the Individual Employer directs the employee to use his or her personal vehicle to report to the job site and free parking is not available, the Individual Employer shall designate one or more approved paid parking locations. If the employee utilizes an approved parking location, the Individual Employer upon the submission of a valid receipt shall reimburse the employee's actual parking expenses.

### Section 3. Out of Town Subsistence Allowance

(a) When it is necessary for an employee to remain out of town overnight, the employer agrees to pay all reasonable expenses. The employer shall designate lodging facilities of not less quality than Motel 6, two (2) employees to a room, and provide each employee with a meal allowance of \$45.00 per day. If previous arrangements for lodging facilities have not been made, the employee and the employer shall mutually agree on reasonable lodging facilities and the employee shall be reimbursed for the actual out of pocket cost incurred as demonstrated by receipts. Employers shall have the option of satisfying this section 3(a) by providing an employee with a round sum of \$125.00 per day. No subsistence allowance is required for any day for which the employee received pay for travel time and mileage expense reimbursement to return from the subsistence area.

(b) For the purpose of this section, the employee shall be deemed employed on the job during any period when the job is shut down or partially down, including Saturdays, Sundays or Holidays, if the employee remains on the job site and if employed on the job on the day before and the next work day after the shut down, provided work is available. In lieu of the subsistence allowance for such days, the Employer may elect to pay travel time and mileage expense reimbursement from the subsistence area and return.