



Use Instruction

Standard Form 1444, Request for Authorization of Additional Classification and Rate

(Search for the latest version of SF1444 in <https://www.gsa.gov/reference/forms>.)

The NTESS first-tier subcontractor (prime contractor) is required to conform any classification of labor, which are not contained in the federal general decision applicable to the subcontract. **The prime contractor is responsible for the completion and submission of this form.**

The classification and wage rate submitted on the form should bear a reasonable likeness to the similar skill classifications listed in the federal wage determination of the subcontract.

The following are the procedures and instruction for completion and submission of the form:

Top of Page. Check "Construction Contract" box (top of page)

Block 1. Pre-populated

Block 2. Insert the following contact person and address:

Kenneth Knaff, Procurement Policy Analyst
National Technology & Engineering Sol of Sandia, LLC operating Sandia
National Labs
1515 Eubank Blvd., MS 1481
Albuquerque, NM 87123

1. TO:
ADMINISTRATOR,
WAGE AND HOUR DIVISION
U.S. DEPARTMENT OF LABOR
WASHINGTON, DC 20210

2. FROM: (REPORTING OFFICE)
Kenneth Knaff, Procurement Policy Analyst, National Technology
& Engineering Sol. of Sandia, LLC operating Sandia National
Labs, 1515 Eubank Blvd., MS 1481, Albuquerque, NM 87123

Block 3. Insert company name

Block 4. Insert date the form was prepared

Block 5. Applicable NTESS subcontract number

Block 6. Applicable to Sealed Bids only

Block 7. Date of NTESS subcontract award

Block 8. Actual date work begins/began

Block 9. Applicable to Service Contracts only, not construction

Block 10. Company name of prime contractor's lower-tier subcontractor

- Block 11. Description of the work (Reference the subcontract’s statement of work and copy text from it to insert into this block)
- Block 12. Location of work performance
- Block 13. Refer to the front page of the federal general decision
- Number: Either the federal “General Decision Number” (e.g. MN940004) or “Project Decision Number” (E.g. 93-MN-1065)
 - Dated: General Decisions – The date is the latest “Publication Date” listed at the bottom of the page
 - a. List all classifications that are not covered (13a) by the applicable federal area wage determination, which are utilized by either the prime contractor or its subcontractors.
 - b. The wage rate portion (13b, 13c) of the form should bear a reasonable relationship to the category classification wage rates (equipment operators, laborers, truck drivers, etc.) listed in the federal wage determination.
- Block 14. If there is a lower-tier subcontractor named in box 10, an authorized representative of that lower-tier subcontractor must sign and provide the title of the signatory in this block.
- Block 15. Representative of the prime contractor must sign on this line
- Block 16. If:
(a) there is a specific employee who will perform the labor classification(s) listed in block 13a, and
(b) the employee has legal representation (union, etc.), then the employee or representative (union, etc.) must sign this block and provide their title in the “Title” block.
- If no specific employee is identified to perform work under the listed classification(s) then simply write “**unknown**” into the block.
- Either the “Agree or Disagree” box must be checked.

****The completed form must be signed by all named parties.****

SUBMIT COMPLETED AND SIGNED FORM TO SNLCONFORMANCE@SANDIA.GOV AND COPY THE BUYER/SUBCONTRACTING PROFESSIONAL.