

OFFICIAL NOTICE

JUNE 28TH, 2021

According to Section 28E – Wage and Fringe Benefit Increase of the 2018-2023 Laborers' Master Agreement the Union may elect at its option to allocate each increase to any or all of the following: Wages, Health and Welfare, Pension/Annuity, Vacation-Holiday-Dues Supplement, Training-Retraining/Apprenticeship or Laborers-Employers Cooperation and Education Trust (L.E.C.E.T.). Therefore, effective June 28, 2021, a one dollar ninety-five cents (\$1.95) per hour wage and fringe benefit increase will be allocated as follows:

June 28, 2021 – Wage and Fringe Benefits Allocation:

Wages	additional	\$1.25 per hour
Health and Welfare	additional	\$0.30 per hour* *\$0.20 to Actives; \$0.10 to Retiree Health and Welfare
Annuity	additional	\$0.40 per hour
Total	additional	\$1.95 per hour

The additional \$0.25 per hour allocation to Annuity, effective June 25, 2018, remains in effect for Individual Employers who did not extend the agreement.

Please also note the following change pursuant to Supplement No. 1 of the 2018-2023 Laborers' Master Agreement, effective June 28, 2021:

June 28, 2021 – Labor Foreman Rate:

\$2.75 per hour above any classification in this Agreement working under his/her direction.

New rates will be reflected on July 2021 Contribution Report



**Laborers Fund Administrative Office
will be moving!**

The New Office Address will be:

**5672 Stoneridge Drive
Pleasanton, Ca 94588**

Stay tuned for further information on the relocation

Time Saving Strategies for an LFAO Audit



Save time by asking questions prior to your audit or submit your items electronically for an internal audit.

- Confirm Audit date and time
- Confirm all documents needed
- For in-person audits, have a place set aside for the LFAO Auditor to review the documents
- Confirm Payroll and Tax documents
- Know your payroll cut off dates
- Employee Job title(s)
- Separate documents by year (Alpha order if possible)
- Key Codes if relevant
- Fringe reports by trade and year
- Workers Compensation detail reports
- Invoices by year
- Fringe reports from all Trades

The LFAO auditor will inform you if in-person audits are being scheduled.

Use Technology to your advantage

You can submit all your audit documents with either a flash drive, secure email or by using the **Employer Audit Portal** which will save time on the day of the audit.

Our Secure Online Portal is available for when you are ready to upload your documents for the audit. The LFAO Auditors will guide you through the process. If you would like to know more, please contact Employer Service Coordinator Ana Sorensen at Ext 8262

Need Assistance or Have a Question?

Employer Service Help Desk
is here to help.



Employer Online Support Services

To access the Support Service (Help Desk), [click here](#).

Amenities

- Request Status Letters
- Employer Portal Assistance
- Assistance with submitting Contribution Reports
- Reciprocity Questions
- Subcontracting Requirement
- Reporting status

Need assistance logging in?

Please contact Leilani Allen (707) 366-7270

Logging in instructions: [click here](#)



Moving from Paper Reports to Online Reporting

Convenient * Eco-Friendly * Secure

- Log on anywhere and anytime.
- Spend less time working on paper reports. The portal decreases the chance of errors and dealing with cumbersome calculations.
 - Keeps a history of your records in chronological order.
 - No more need for paper reports.
- No need to mail in checks. Portal accepts EFT & ACH options.
 - Safeguards accounts information.

Contact the Office and ask to speak to one of our Portal Analyst for an Invitation Code and Brief Instructions:

(707) 863-3480

Joyce Hebert ext. 2869, Leilani Allen ext. 8270 & Jessica Prado ext. 8275
Step-by-step Portal Guide, [click here](#).

To Proceed to the Employer Portal, [click here](#).

ACH (Automated Clearing House) a new Alternative to paper checks for all Employers.

During this time of uncertainty, with the current COVID-19 pandemic, we must look at the way Employer Contributions are submitted and received and determine if there are other options available.

For those employers who are not utilizing the EFT (Electronic Fund Transfer) from the Employer Portal we have an alternative payment method available. This alternative method is called an ACH (Automated Clearing House) payment method and it would allow you to submit your contribution payment electronically while you continue to submit your report of members' hours through the Employer Portal. This will ensure that your payments are applied timely and without interruption. For those employers who are not using the portal you will need to first sign up through the Employer Portal and then select the ACH option, allowing you to be paperless and avoid mail in payments.

If you are unfamiliar with ACH (electronic) payment methods, please contact your bank for directions on how to send an ACH payment. Once your ACH payment has been sent it will be credited to your Employer Contribution Report within 2 business days.

Our bank information is as follows:

Bank: Fremont Bank

Account Name: Laborers Funds Administrative Office of No. CA Lockbox

Routing Number: 121107882

Account Number: 16-901789

Please indicate your company name, employer ID and reference number in the memo section of the ACH payment so we can easily identify and apply your payment to your contribution report of hours and send your file in a CTX format.

Please contact the Trust Fund Office at (707) 863-3480 or email our Help Desk at <https://employerhelp.norcalaborers.org:8443> or [click here](#) if you have any questions.