

**SAMPLE STATE PREVAILING WAGE REQUEST**  
**Notification of Public works Project**

DATE: \_\_\_\_\_

Commissioner  
Kentucky Department of Labor  
Employment Standards and Mediation  
Building #127  
Frankfort, Kentucky 40601

The Kentucky Revised Statutes 337.510 states that before advertising for bids or entering into any contract for construction of public works, every public authority shall notify the department in writing of the specific public work to be constructed and shall ascertain from the department the prevailing rates of wages of laborers, workmen, mechanics, helpers, and apprentices for the class of work called for in the construction of such public works in the locality where the work is to be performed.

Please be advised of the following:

COMMUNITY: \_\_\_\_\_

PUBLIC AUTHORITY: \_\_\_\_\_

ADVERTISING DATE: \_\_\_\_\_

PROJECT: \_\_\_\_\_

LOCATION: \_\_\_\_\_

TYPE OF PROJECT: _____	BUILDING _____
	HEAVY OR HIGHWAY _____
	RESIDENTIAL _____

SPECIFIC DESCRIPTION OF PROJECT: \_\_\_\_\_

APPROXIMATE COST: \_\_\_\_\_

ARE FEDERAL FUNDS BEING USED: Yes: \_\_\_\_\_ No: \_\_\_\_\_

HAS FEDERAL LAW ESTABLISHED WAGE RATES AND FILING REQUIREMENTS FOR THIS PROJECT:  
Yes: \_\_\_\_\_ No: \_\_\_\_\_

DATES OF CONSTRUCTION: \_\_\_\_\_

Please send the current prevailing wage schedule for the above Community to the following person:

NAME & TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

I understand that KRS 337.990, subsection (11), provides that any public authority or member of a public authority who willfully fails to comply with KRS 337.510 shall be fined not more than one hundred dollars for each offense. Each day of violation shall constitute a separate offense. Where a public authority willfully or negligently fails to comply with KRS 337.505 to KRS 337.550 and such failure results in damage, injury or loss to any person, such public authority, public official or member of a public authority may be held liable therefore in a civil action.

Sincerely yours,

Title