



DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC

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OFFICE OF THE ASSISTANT SECRETARY

MEMORANDUM FOR ALMAJCOM/FOA/DRU (CONTRACTING)

SAF/AQC
1060 Air Force Pentagon
Washington, DC 20330

SUBJECT: Air Force Labor Advisors

As the Air Force continues to increase its services contracts, it is especially important for contracting officers to make full use of the expertise that is available to them through our Air Force Labor Advisors on labor-related contract issues. Our labor advisors are experts in the proper application of the Davis-Bacon Act (DBA), Service Contract Act (SCA), Walsh-Healey Act, and Fair Labor Standards Act (FLSA) to Air Force contracts. The labor advisors can help contracting officers determine the appropriate labor clauses and wage determinations (WDs) to include in contracts, assess the labor cost impact of collective bargaining agreements (CBAs), and review contractor requests for price adjustment relative to increased labor costs. The labor advisors provide invaluable assistance in serving as liaisons with the U.S. Department of Labor, and advocating positions favorable to Air Force Contracting. In addition, they provide advice and assistance to DCAA personnel with respect to labor-related issues on Air Force contracts. The labor advisors also serve as technical advisors regarding SCA to contractors and unions negotiating CBAs.

Our labor advisors have been invaluable in ensuring continuing base operations during strikes and picketing at Air Force installations through the use of reserve gate procedures. They serve as liaisons with the National Labor Relations Board and Federal Mediation and Conciliation Service in these matters. They have also helped the Air Force attain significant cost savings or cost avoidance on Air Force contracts. For example, in FY2007 alone, over \$12 million in cost savings relating to wage determination application and unjustified contractor claims for labor cost escalation, and over \$850,000 in labor costs were avoided. Additionally, the labor advisors will assist in determining if employee back wages or fringe benefits are owed by the contractor, ensuring equity for the labor workforce.

The labor advisors also offer comprehensive low-cost training that can be at your installation. Training on DBA, SCA, and related price adjustment are three of the major elements covered, but training on other labor standards issues can be provided or tailored to meet the needs of your organization. The only cost for this training is to fund the travel and per diem of the labor advisor(s) providing the training. There is no separate fee charged for attendees. In addition, a labor webpage on the SAF/AQC homepage provides a wealth of labor standards information, as well as a link to the Labor Advisors Office newsletter containing helpful information on problem areas and current issues of interest. For additional information, see <https://www.safaq.hq.af.mil/contracting/laborstandards/>.

The labor advisors will assist you either by telephone, email, or meet with you in person, if required and travel funds are available. I strongly encourage you to seek the assistance of your labor advisors when labor-related issues arise in soliciting or administering your contracts. They are an invaluable resource that provides in-depth expertise on contract labor matters, and can help us in making the best use of our acquisition dollars.

Contact the Chief, Air Force Labor Advisors Office, Ms. Kathy James, SAF/AQCK, DSN 426-3285 or COMM: 703-696-3285, kathleen.james@us.af.mil, or your regional labor advisor as shown in the attachment for additional information and assistance.



CHARLIE E. WILLIAMS, JR.
Deputy Assistant Secretary (Contracting)
Assistant Secretary (Acquisition)

Attachment:
Air Force Labor Advisor Directory

cc: AF PEO/CM

AF LABOR ADVISORS DIRECTORY

NAME / EMAIL	LOCATION	COMMERCIAL	DSN	FAX
<u>Ms. Kathy James</u>	SAF/AQC Pentagon	703/696-3285	426-3285	426-1055
The Eastern Region consists of: AL, CT, DE, FL, GA, MA, MD, ME, MI, NC, NH, NJ, NY, OH, PA, RI, SC, VA, VT, WV, EUROPE/ATLANTIC				
<u>Ms. Ruth Paauwe</u> Regional Labor Advisor	Eastern Regional Ofc Patrick AFB FL	321/494-6734	854-6734	854-2025
VACANT Labor Advisor	Eastern Regional Ofc Patrick AFB FL	321/494-6734	854-6734	854-2025
The Central Region consists of: AR, CO, IN, IL, KS, KY, LA, MO, MS, NM, OK, TN, TX, WI, WY, CANADA				
<u>Nick De Quiroga</u> Labor Advisor	Central Regional Ofc Peterson AFB CO	719/556-2383	834-2383	834-2382
<u>Margaret Gillam</u> Labor Advisor	Central Regional Ofc Peterson AFB CO	719/556-2367	834-2367	834-2382
The Western Region consists of: : AK, AZ, CA, HI, IA, ID, MN, MT, NE, ND, NV, OR, SD, UT, WA, PACIFIC				
<u>Mr. Jim Evans</u> Regional Labor Advisor	Western Regional Ofc Vandenberg AFB CA	805/606-7711	276-7711	276-4793
<u>Mr. Ward Graham</u> Labor Advisor	Western Regional Ofc Vandenberg AFB CA	805/606-7712	276-7712	276-4793