CITY OF SAINT PAUL
TRUCKING GUIDELINES

DEFINITION:

An Independent Truck Operator/Owner (ITO) is an individual, partnership, or principal stockholder of a corporation who owns or holds a vehicle under lease and who contracts that vehicle and the owner's services to an entity, which provides construction services for a city project.

REQUIREMENTS:

- Pursuant to Section 82.07 of the Saint Paul Administrative Code, Minnesota Statutes 177.41-44, and Minnesota Rules 5200.1100-1102, Independent Truck Operator/Owners must be paid in accordance with the Minnesota Department of Labor and Industry Truck Rental Rates.

- Contractors using ITOs must provide the City with bona fide demonstration of status of such entities upon request by the City anytime before or during life of project. The contractor must provide:
    (1) A Cab Card;
    (2) Valid Driver's License and Registration;
    (3) A copy of the previous year's tax filing; and
    (4) Any other determination regarding status as defined by the State or Federal Department of Revenue.

- Proof of payment in the form of monthly trucking reports or certified payroll reports may be requested by the City.

EMPLOYEE TRUCK DRIVERS:

Truckers employed by the engaging contractor or subcontractor must be paid the prevailing wage rate according to the applicable job classification in the bid specifications, or if unavailable, pursuant to the Minnesota Department of Labor and Industry Prevailing Wage Rates, and must be included on employee payrolls.

IMPORTANT:

Failure to provide the requested documentation will disallow the "ITO status" And the individual(s) will be included on the engaging contractor's payroll as employees, receiving pay as identified by the Prevailing Wage Rates applicable to the project.