

Labor Grade Q & A

08/06/2026 3:29 pm EDT

Why were Labor Grades added and how can it benefit the company?

Labor Grades were added to SedonaOffice to provide customers with greater flexibility in assigning wage rates based on both the technician performing the work and the specific labor task being completed.

This enhancement also improves support for prevailing wage jobs. Previously, customers could assign only a single prevailing wage rate to an entire job, regardless of which technician was working on the job or what type of work they were performing. With Labor Grades, different prevailing wage rates can be applied based on the technician and labor task, resulting in more accurate job costing.

What happens to the existing tech/installer records?

The existing Tech/Installer records remain the same except for two new Labor Grade drop-downs located on the Installation Tab.

The screenshot shows the 'Installation' tab in the Sedona Office software. It features a form with several fields. A red box highlights two new drop-down menus: 'Non-Prevailing Wages' and 'Prevailing Wages'. The 'Non-Prevailing Wages' drop-down is currently set to 'N/A', and the 'Prevailing Wages' drop-down is currently set to 'Unspecified'. Below these are fields for 'Regular Pay Rate', 'Overtime Pay Rate', and 'Holiday Pay Rate', all of which are currently set to '60.00'.

Non-Prevailing Wage Labor Grade: this is used when a job is not marked as prevailing wage. Non-prevailing Wage labor grade is set to “N/A” for all existing technicians.

Prevailing Wage Labor Grade: this is used when a job is marked as prevailing wage. Prevailing Wage labor grade is set to “Unspecified” for all existing technicians.

What happens to the existing prevailing wage records?

Existing Prevailing Wage records are now listed under Labor Grades.

The screenshot shows the 'Sedona Setup' window with the 'Labor Grade' tab selected. On the left, a list of setup areas is shown, with 'Labor Grades' highlighted. The main area displays a table of Labor Grades.

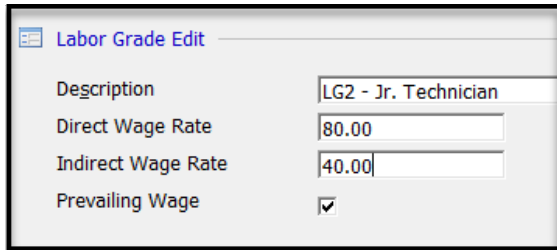
Description	Area
Install Companies	JM
Installers	JM
Job Approval Group	JM
Job Expense Types	JM
Job Phases	JM
Job Statuses	JM
Job Tasks	JM
Job Types	JM
Labor Grades	JM
Labor Tasks	JM

Description	Direct Wage Rate	Indirect Wage Rate	Prevailing Wage
LG1 - Apprentice	70.00	35.00	N
LG2 - Jr. Technician	80.00	40.00	Y
LG3 - Sr. Technician	90.00	45.00	Y
PM1 - Project Manager	100.00	50.00	Y
Unspecified	0.00	0.00	Y

The Prevailing Wage description is now the Labor Grade Description.

The Prevailing Wage rate is set as the Labor Grade Direct and Indirect Wage Rates. These can be adjusted as needed.

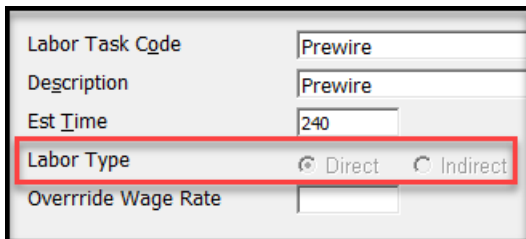
The Prevailing Wage checkbox is selected by default.



Labor Grade Edit	
Description	LG2 - Jr. Technician
Direct Wage Rate	80.00
Indirect Wage Rate	40.00
Prevailing Wage	☒

What happens to the existing Labor tasks? Are they defaulted to direct or indirect?

Existing Labor Tasks will be defaulted as a Direct Labor Type and cannot be changed.



Labor Task Code	Prewire
Description	Prewire
Est Time	240
Labor Type	☒ Direct ☐ Indirect
Override Wage Rate	

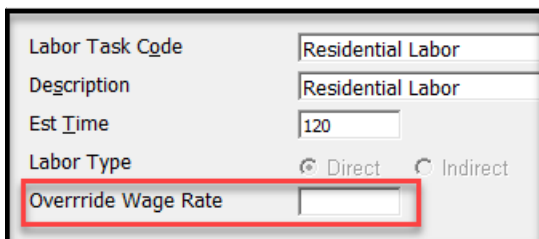
If an existing Labor Task should be Indirect, then the existing Labor Task will need to be Inactivated and a new Labor Task created.

Once time is clocked against a Labor Task, the Labor Type (Direct or Indirect) cannot be changed.

What is the Override Wage Rate?

A new field was added to the Labor Tasks, Override Wage Rate. This field is blank.

Any amount, including 0.00, that is entered in this field will override the technician's labor grade rates or burden rates.



Labor Task Code	Residential Labor
Description	Residential Labor
Est Time	120
Labor Type	☒ Direct ☐ Indirect
Override Wage Rate	

What if we don't want to use prevailing wages and set up labor grades and labor tasks?

If you do not need to track prevailing wages, do not designate the job as a prevailing wage job.

If you choose to use Labor Grades but want to keep the setup simple, you can configure the burden pay rates to match the non-prevailing wage direct wage rates.

