

ADMINISTRATOR RELEASE DOCUMENT- APRIL 2018

Default Jurisdiction to Show First on CPRs – Now works for current, active projects

Administrator Database Area Affected: *Set Up > Add/Edit Project*

Created ability to designate craft placement on CPR for new projects when project has multiple jurisdictions

***Important note: if changing this option for an active and current project, previously submitted CPRs will not reflect the change unless they are re-certified**

Add/Edit Project

To add a new project enter information and save. To edit an existing project, select it from the list first.

Filter Project Selection

LevEI Theater

Project Name *
LevEI Theater

Project Code * Status Federal-aid Project ID Department * Group Name Type Name

Jurisdictions * Locations * **Default Jurisdiction to Show First on CPRs ***

All Jurisdictions ORANGE COUNTY California

Filter: [Enter keywords]

Check all Uncheck all

California

DG- Federal

Estimated Completion Date Bid Advertisement Date * Estimated Start Date

1/1/2017

LCP tracker **WEEKLY CERTIFIED PAYROLL REPORTING FORM** January 31, 2019 Page 1 of 3

NAME OF CONTRACTOR: D Goode Inc. Prime		CONTRACTOR'S LICENSE No. 32465123 SPECIALTY LICENSE No.		ADDRESS : 123 Walker Lane , Orange, CA 90720 PHONE: 714-669-0052 EMAIL: dGoode@lcptracker.com		PROJECT LOCATION/ CODE / NAME : ora / LET / LevEI Theater																	
PAYROLL No. 1		FOR WEEK ENDING: 01/05/2019 SUBMITTED ON: January 31, 2019		MOTOR CARRIER PERMIT No.		UNION Non-Union		SELF-INSURED CERTIFICATE No.		WORKERS' COMP. POLICY :													
NAME, ADDRESS, SSN, DRIVER'S LICENSE, ETHNICITY, GENDER		WORK CLASSIFICATION, LOCATION AND TYPE		HOURS WORKED EACH DAY				TOTAL HOURS	BASE HOURLY RATE OF PAY	GROSS AMOUNT EARNED		DEDUCTION , CONTRIBUTION AND PAYMENTS											
ELINOR, LEVI Emp ID: LE6789 123 MAIN ST ORANGE, CA 12345 XXXX-XX-6789 CAUCASIAN Male		LABORER Laborer and Related Classifications / Group 1 / 0 ORANGE COUNTY		12/30/18	12/31/18	1/1/19	1/2/19	1/3/19	1/4/19	1/5/19	TOTAL HOURS THIS PROJECT	BASE HOURLY RATE OF PAY	THIS PROJECT	ALL PROJECTS	Federal Tax	Social Security	Medicare	State Tax	Local Taxes / SDI	Other	Savings	Total Deduction	Check No.
				S	M	T	W	TH	F	S	40.00	34.28	1,371.20	1,371.20	100.00	50.00	25.00	25.00	10.00	0.00	0.00	210.00	See Notes
				S											Vac/Dues	Trn: Sub.	Health & Welfare	Pension	Vacation Holiday	Training	All Other		Net Paid Week
				O											0.00	0.00	302.40	260.40	145.60	34.40	68.00	810.80	1,161.20
				D											Voluntary Pension	Voluntary Medical							Payroll Payment Date
											Rate in Lieu of Fringe	Total in Lieu of Fringe			0.00	0.00							

Demographic Classification: Low Income: Homeless; Safety Training: OSHA- 0 Hours of Training

Notes: Paycheck Number: Direct Deposit

Craft Matches: (Jurisdiction / Craft / Classification / Type):
DG- Federal / Laborer / Group 1 / Building

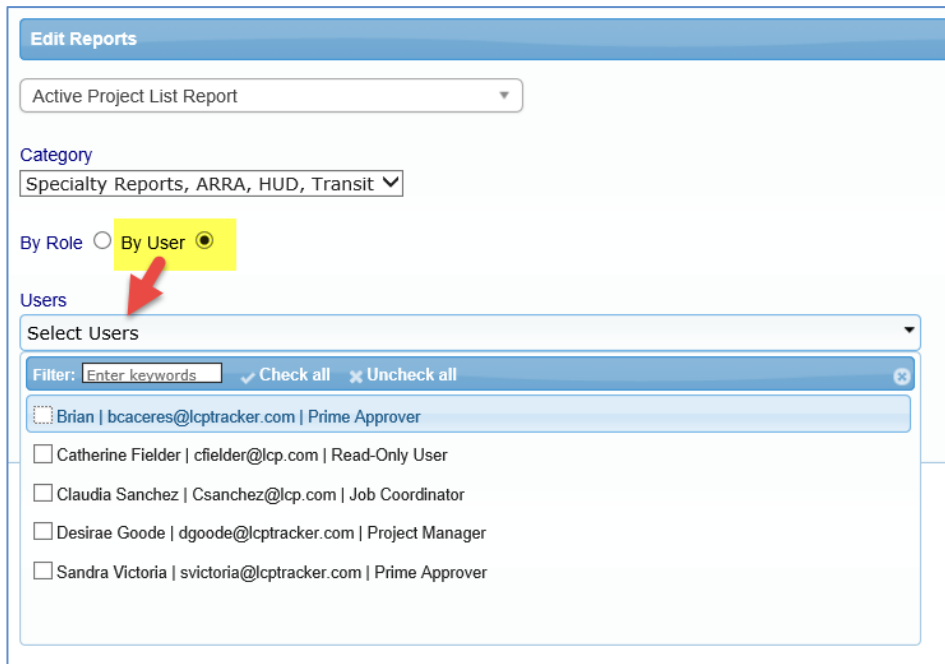
Ability to limit which admin users can access specific reports

Administrator Database Area Affected: *Set Up > Reports Setup > Edit Reports*

Previously, users were only able to assign specific reports to specific user roles. Now they are able to specify individual users to have access to specific reports.

The users will be listed as “*user name | user ID/email | role*”

* Please note: only Full Admin and Business Manager roles have access to this function.



The screenshot shows the 'Edit Reports' configuration page. At the top, there is a dropdown menu for the report type, currently set to 'Active Project List Report'. Below this is a 'Category' dropdown menu set to 'Specialty Reports, ARRA, HUD, Transit'. The 'By Role' and 'By User' radio buttons are visible, with 'By User' selected and highlighted in yellow. A red arrow points to the 'By User' radio button. Below the radio buttons is a 'Users' section with a 'Select Users' dropdown menu. Underneath, there is a filter input field with the placeholder text 'Enter keywords' and two buttons: 'Check all' and 'Uncheck all'. A list of users is displayed, each with a checkbox and their details: 'Brian | bcaceres@lcptracker.com | Prime Approver', 'Catherine Fielder | cfielder@lcp.com | Read-Only User', 'Claudia Sanchez | Csanchez@lcp.com | Job Coordinator', 'Desirae Goode | dgoode@lcptracker.com | Project Manager', and 'Sandra Victoria | svictoria@lcptracker.com | Prime Approver'.