

# ADMINISTRATOR RELEASE DOCUMENT- MAY 2019

## New Validation Settings

**Administrator Database Area Affected:** *Set Up Tab > Validation Settings*

**Contractor Database Area Affected:** *1. Payroll Records Tab > Enter Records*

The **four new validations** are in place to check OT and DT amounts without requiring fringe benefits on those hours worked as well as limit the type of fringe benefits that Contractors are allowed to enter, and thus take credit for meeting the set wages.

### VAL\_69 prevents data entry in the Pension benefit field

Administrator validation:

Validation Code	Validation Description
VAL_69	Checks that the following fringe benefits fields are blank with no values: Pension. If this applies to your funding type, the recommended setting is: Yes/Notice/Enforce.

Contractor notice:

Notice(s) / Warning(s) for this record
Some fringes entered are not allowed by law for your project's funding type. Pension is not an acceptable fringe benefit on this project. VAL_69.

### VAL\_70 prevents data entry in the Vac/Hol/Dues, Training, or Other benefit fields

Administrator validation:

Validation Code	Validation Description
VAL_70	Checks that the following fringe benefits fields are blank with no values: Vacation, Holiday, Dues, Training Contributions, and Other fringes. If this applies to your funding type, the recommended setting is: Yes/Notice/Enforce.

Contractor notice:

Notice(s) / Warning(s) for this record
Some fringes entered are not allowed by law for your project's funding type. Vacation, Holiday, Dues, Training Contributions, and Other fringes are not acceptable on this project. VAL_70.

### VAL\_71 checks that OT hourly rate is 1.5 of required base rate; will not take fringes into account

Administrator validation:

Validation Code	Validation Description
VAL_71	Checks that the Overtime Hourly Rate is greater than ( $\Rightarrow$ ) 1.5 * basic hourly rate of the published base rate for this craft. Fringe benefits will not be monitored on this OT amount.

Contractor notice:

Notice(s) / Warning(s) for this record
The "Overtime Hourly Rate" field (second blue field at top) must be at least 1.5 times the published base rate for this craft if overtime hours are worked. Fringe benefit amounts are not included. The calculated OT rate is \$49.785. VAL_71. Correction Tips: 1) The value entered in this field should be at least 1.5 times the published base rate for this craft. 2) Check for rounding errors when the difference is less than a penny.

VAL\_72 checks that DT hourly rate is 2 of required base rate; will not take fringes into account

Administrator validation:

Validation Code	Validation Description
VAL_72	Checks that the Doubletime Hourly Rate is greater than (=>) 2 * basic hourly rate of the published base rate for this craft. Fringe benefits will not be monitored on this DT amount.

Contractor notice:

Notice(s) / Warning(s) for this record
The "Doubletime Hourly Rate" field (third blue field at top) must be at least 2 times the published base rate for this craft if doubletime hours are worked. Fringe benefit amounts are not included. The calculated DT rate is \$66.380. VAL_72. Correction Tips: 1) The value entered in this field should be at least 2 times the published base rate for this craft. 2) Check for rounding errors when the difference is less than a penny.

## Updated report- Employee List Report

Administrator Database Area Affected: *Reports > List Reports > Employee List Report*

Parameters:

**Employee List Report**

Status:  Department:

Project:  Contractor:

Exclude Employees w/o CPRs:  True  False

The update has made a new feature available with the "Exclude Employees w/o CPRs"

Selecting True will only display employees that have been reported on CPRs for the project. Selecting False will display all employees under the contractor.

Sample:

LCP Test Sub (Sub)		Employee Name / Address	Employee Information	Other Details
		CONKLIN, KAT 10200 ALDER DR ALBUQUERQUE, NM 87114	Employee Id: Phone Number: 719-233-4648 Drivers License: Gender: Female Ethnicity: CAUCASIAN Hiring Source: Date Hired: 1/1/2017	Disadvantaged: No Owner/Operator: No I9 Verified: Yes Section 3 Info: Apprentice Id: Registration Date: Apprentice Approval: No
		SMITH, SALLY 10200 ALDER DR ALBUQUERQUE, NM 87114	Employee Id: Phone Number: 719-233-4647 Drivers License: Gender: Female Ethnicity: HISPANIC Hiring Source: Date Hired: 1/1/2017	Disadvantaged: No Owner/Operator: No I9 Verified: Yes Section 3 Info: Apprentice Id: Registration Date: Apprentice Approval: No
		<b>Total Employees:</b>	<b>2</b>	
		<b>Grand Total:</b>	<b>2 employees</b>	*This grand total for the whole report does not include duplicate employee entries.