

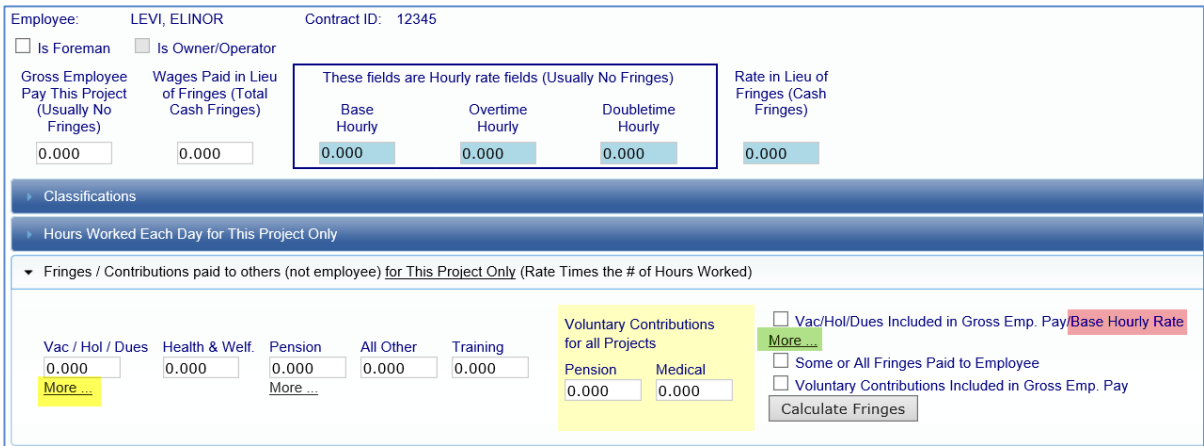
# ADMINISTRATOR RELEASE DOCUMENT- JUNE 2019

## Update to Vac/Hol/Dues areas

**Contractor Database Area Affected:** *Payroll Records*

These changes were made to bring more clarity to Contractors who utilize this feature or help them understand if they should use this feature.

- Changed field header on checkbox to "**Vac/Hol/Dues Included in Gross Emp. Pay/Base Hourly Rate**"
- Added a second "**More...**" Link next to the "Vac/Hol/Dues Included in Gross Emp. Pay/Base Hourly Rate" checkbox
- Updated PDFs under the two "**More...**" links to simplify the scenarios on when this checkbox should be utilized.



## New Validation

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

Another new validation has been created with the main purpose of properly monitoring **Living Wage Projects** that are in place for **Miami-Dade County** regulations.

It may be that other clients will be able to utilize these validations if they have similar requirements.

The County's **Living Wage** projects do not require fringe benefit amounts to be paid on Overtime or Doubletime hours, if applicable.

The new validation is in place to check OT and DT amounts without requiring fringe benefits on those hours worked.

Administrator validation:

Validation Code	Validation Description
VAL_73	Checks that the total hourly rate is sufficient for regular time hours worked. This validation applies to projects where fringe benefits do not need to be paid on OT or DT hours worked. This is not a commonly used setting.

Contractor notice:

Notice(s) / Warning(s) for this record

The Total Hourly Rate for regular time hours (Base Hourly Rate + Hourly Fringe amounts) paid \$36.656 is less than \$47.220 the posted wage for this craft. VAL\_73.  
**Correction Tips:** 1) Please ensure the Base Hourly Rate and all Fringe Benefit Amounts entered are correct. 2) Any amount/calculation you have written out as thousandth of a cent (three digits after decimal, \$1.234) in your internal accounting system should also be entered in the same format within LCPtracker.

## New filter on Certifications page – filter by payroll number

Administrator Database Area Affected: *Certifications*

This new feature allows a search of CPRs based on payroll number.

- The option “Match Range” is only a numeric search

Certifications

Department

Project   Include Closed

Contractor

Sub To | Contract ID

From Date  To Date  Process Status  Accept Status

Match Range  Match Contains

Payroll No. From  Payroll No. To

There are 2 certification records found for the above selection.

Delete	Contractor	Project	Sub To	Contract ID	Week End	Payroll No	Performing?	Subr
<input type="button" value="Delete"/>	D Goode Inc.	Los Alamitos Treehouse Park		hk	11/26/2016	4	YES	3/2
<input type="button" value="Delete"/>	D Goode Inc.	Annie Olivene Park		1430	2/11/2017	4	NO	4/4

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- The option “Match Contains” will assist with those payroll numbers that contain letters

Certifications

Department

Project   Include Closed

Contractor

Sub To | Contract ID

From Date  To Date  Process Status  Accept Status

Match Range  Match Contains

Payroll No.

There are 1 certification records found for the above selection.

Delete	Contractor	Project	Sub To	Contract ID	Week End	Payroll No	Performing?	Subr
<input type="button" value="Delete"/>	D Goode Inc.	Anaheim Convention Remodel	Barry's Contracts	123154955	3/16/2019	4A	YES	3/27

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**Disclaimer/Warning:** This filter will show all CPRs within the specified parameters as accurately as possible, but due to some atypical numbering that contractors may use internally, some CPRs may be omitted from the search. **This will not be a common occurrence.**

## New ability on Certifications tab – specifies CPRs with notices

### Administrator Database Area Affected: *Certifications*

- This will show by default for ALL accounts, so if you prefer not to have this column show, please contact your LCPtracker Implementation Project Manager or LCP Support to have hidden.
- This is useful for clients that put Validations on Hide or Warning where the contractors are not aware that there are flags on their payrolls
- If Yes is listed, then click on **Details** to see what the specific flags are

Certifications

Department:

Project:

Include Closed

Contractor:

Sub To | Contract ID:

-- All Work Orders --

From Date:  To Date:

Process Status:  Accept Status:

Match Range:  Match Contains

Payroll No. From:  Payroll No. To:

There are 4 certification records found for the above selection.

Delete	Contractor	Project	Sub To	Contract ID	Week End	Payroll No	Performing?	Submitted	CPR Flagged?	View CPR	Process Status	Select	Accept Status	Accepted	Final	View Details
<input type="button" value="Delete"/>	D Goode Inc.	Anaheim Convention Remodel	Barry's Contracts	123154955	5/4/2017	1	YES	12/13/2017	NO	<input type="button" value="PDF"/> <input type="button" value="DIR XML"/>	<input type="text" value="Certified"/>	<input type="checkbox"/>	<input type="text" value="Permit Edit"/>		<input type="text" value="No"/>	<input type="button" value="Details"/>
<input type="button" value="Delete"/>	D Goode Inc.	Anaheim Convention Remodel	Barry's Contracts	123154955	3/2/2019	1	YES	3/27/2019	NO	<input type="button" value="PDF"/> <input type="button" value="DIR XML"/>	<input type="text" value="Certified"/>	<input type="checkbox"/>	<input type="text" value="Resubmitted"/>		<input type="text" value="No"/>	<input type="button" value="Details"/>
<input type="button" value="Delete"/>	D Goode Inc.	Anaheim Convention Remodel	Barry's Contracts	123154955	2/16/2019	1	YES	3/27/2019	NO	<input type="button" value="PDF"/> <input type="button" value="DIR XML"/>	<input type="text" value="Certified"/>	<input type="checkbox"/>	<input type="text" value="Submitted"/>		<input type="text" value="No"/>	<input type="button" value="Details"/>
<input type="button" value="Delete"/>	D Goode Inc.	Anaheim Convention Remodel	Barry's Contracts	123154955	3/16/2019	4A	YES	5/21/2019	YES	<input type="button" value="PDF"/> <input type="button" value="DIR XML"/>	<input type="text" value="Certified"/>	<input type="checkbox"/>	<input type="text" value="Resubmitted"/>		<input type="text" value="No"/>	<input type="button" value="Details"/>

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## Reports updated - multiple reports below

### Administrator Database Area Affected: *Reports*

Updated reports with Sub To filter parameter

- Project Employee List Report
- Utilization Summary Report
- Local Hire by Contractor Report
- Jobs Created and Retained - Contractor
- Jobs Created and Retained - Detailed
- CPR Status Report
- Employee Demographic Classifications