A Tale of Two Certified Payroll Processes
And the Payroll Clerks performing them

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Your Presenter

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- Member of Intuit Developer Network
- Certified QuickBooks ProAdvisor since 1999
- Used & supported Intuit products since 1986
- Primary focus - commercial & government construction contractors
- Certified Payroll & AIA Billing Expert
Agenda

Payroll & Certified Payroll

- Time IS money ........ How effective and current are your processes?
- A Tale of Two Certified Payroll Processes
- Automate your payroll and certified payroll. Create a HUGE Payoff for you, your business, your employees - OR - for your clients
- The Solution: QuickBooks, TSheets and Certified Payroll Solution
Understanding the Payroll & Certified Payroll Processes

“Normal” Payroll

- Employee Regulations
- Employee Deductions
- Payroll & Tax Liabilities
- Tracking Employee Time – Overtime, Holiday, Personal, Sick & Vacation days

Certified Payroll

- Prevailing Wage Laws
- Union Requirements - OR - Bona-fide Plan Liabilities
- Certified Payroll submission - “paper” Federal or State forms and/or electronic submission
- EEOC (Equal Employment Opportunity Commission) Reporting
- Union Fringe Benefit & Dues Reporting
Payroll Processing: Industry Snapshot

Graphic courtesy of TSheets webinar for CPA Practice Advisor - A Tale of Two Payroll Processes

2/13/2014
A Tale of Two Payroll Clerks and their payroll & certified payroll processes
The Manual Process

Year
- 1998-1998

Software
- QuickBooks Pro 99
- Payroll Subscription
- Excel & numerous spreadsheets

The Task
- 125 Employees
- 5 jobs
- 2 states
- 3 Unions

Time
- 40+ hours each week
The Manual Process
## The Cost

### Weekly Totals:
- Payroll Clerk - 40 hours x $18 = $720.00
- Employer Taxes, etc. - 18% $129.60
- Weekly Total $849.60

### Annual Costs:
- Payroll Clerk $849.60 x 52 $44,179.20
- QuickBooks Pro 99 $219.95
- Payroll Subscription $72.00
- Total Annual Costs $44,471.15
Fast Forward
The Automated Process

Year
• 2014

Software
• QuickBooks Pro 2014
• Enhanced Payroll
• TSheets
• Certified Payroll Solution by Sunburst

The Task
• 125 Employees
• 5 jobs
• 2 states
• 3 Unions

Time
• LESS than 8 hours each week
The Automated Process

TSheets
- Automates time tracking (Android, iPhone, iPad, GPS, browser)
- Tracks Overtime & PTO
- Foreman or Supervisor approval
- Syncs with QuickBooks (sends time data to QuickBooks timesheets)

QuickBooks & A Payroll Subscription
- Calculates Wages & Payroll Taxes
- Tracks Union/Bona-fide Plan Fringes (Company Contributions)
- Tracks W/C and G/L Insurance Accruals
- Tracks employee deductions (Child Support, Union Dues, etc.)

Certified Payroll Solution by Sunburst
- “Paper” Federal or State Certified Payroll reports PLUS machine readable files for electronic upload to LCPtracker, MyLCM, Elation Systems, etc.
- 30+ Federal, State and Local EEOC Reports
- Union/Bona-fide plan and/or Union Dues Reports
The Cost

Weekly Costs:
- Payroll Clerk - 8 hours x $18 = $144.00
- Employer Taxes, etc. - 18% $25.92
- Weekly Cost to run payroll $169.92

Monthly Cost:
- TSheets subscription (5 users) $45.00

Upfront Costs:
- Certified Payroll Solution $395.00

Annual Costs:
- Payroll Clerk $169.92 x 52 $8,835.84
- QuickBooks Pro 2014 $299.95
- Enhanced Payroll $350.00
- TSheets $540.00
- Certified Payroll Maintenance $100.00
- Total Annual Costs $10,125.79

Cost Savings - $34,345.36
Time Savings – 32 hours per week
8 Reasons Certified Payroll Solution is unique

1. Designed specifically for QuickBooks
2. Smart integration - reads data from QuickBooks Customer, Job, Employee, Timesheet & Paychecks
3. Batch print “paper” Federal and/or State Certified Payroll forms for all jobs in a single week
4. Creates machine readable “files” for upload to on-line compliance programs (LCPtracker, MyLCM, Elation Systems and more)
5. Print 30+ Federal, State and Local EEOC Reports
6. Create Union/Bona-fide Plan Fringe Benefit or Union Dues Reports
7. Eliminate duplicate (or triplicate) data entry and errors
8. Save time and be more productive
Certified Payroll Solution Demo
### Cost Comparison

#### QuickBooks for Contractors – Sunburst Software Solutions, Inc.

#### Year: 1999

<table>
<thead>
<tr>
<th>Task</th>
<th>Software</th>
<th>Time</th>
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<tbody>
<tr>
<td></td>
<td>QuickBooks Pro 99</td>
<td>40+ hours each week</td>
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</tbody>
</table>

#### The Cost in 1999

**Weekly Costs:**
- Payroll Clerk - 40 hours per week \(\times \$18.00\) per hour $720.00
- Employer Taxes, W/C, G/L Ins, Benefits - 18% $139.44
- Weekly Cost to run Payroll $849.44

**Annual Costs:**
- Payroll Clerk - weekly cost $849.44 \(\times\) 52 weeks $44,471.19
- QuickBooks Pro 99 $219.95
- Total Annual Costs $44,691.18

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#### Year: 2014

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<tr>
<th>Task</th>
<th>Software</th>
<th>Time</th>
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<tbody>
<tr>
<td></td>
<td>QuickBooks Pro2014 &amp; Enhanced Payroll</td>
<td>LESS than 8 hours each week</td>
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</tbody>
</table>

#### The Cost in 2014

**Weekly Costs:**
- Payroll Clerk - 8 hours per week \(\times \$18.00\) per hour $144.00
- Employer Taxes, W/C, G/L Ins, Benefits - 18% $25.92
- Weekly Cost to run Payroll $169.92

**Monthly Costs:**
- TSheets subscription - 5 users @ $5.00 + $20.00 $45.00

**Upfront Costs:**
- Certified Payroll Solution $395.00

**Annual Costs:**
- Payroll Clerk - weekly cost $169.92 \(\times\) 52 weeks $8,815.84
- QuickBooks Pro 2014 $299.95
- QuickBooks Enhanced Payroll $130.00
- TSheets subscription $45.00 per month \(\times\) 12 $540.00
- Certified Payroll Solution (after the first year) $100.00
- Total Annual Costs $10,723.79

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**Total Savings:** $34,345.36

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*Current QuickBooks Pro Plus pricing with no discount*

**Current QuickBooks Enhanced Payroll for Desktop with no discount**

***From the TSheets website [http://www.tsheets.com](http://www.tsheets.com)***

****$100.00 per year after the first year***
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