



■ Accounting Interfaces & DPI

Presented by:

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IGNITE

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David Santos

**LCPcertified Sales
Payroll Strategic Partnerships**

Manages LCPcertified product and services existing accounts and potential customers.

Maintaining positive business relationships to ensure future sales.

Cultivates and maintaining relationships among payroll partners.



Coveen Sattari

LCPtracker Support Manager

- 10+ years of SaaS Call Center/ Customer Support Management
- Committed to providing unparalleled service to users with product and process improvement
- 20+ year LA Galaxy Season Ticket Holder
- Incredibly Handsome



Advantages of Uploading Payroll

Saves Time & Money

- The average payroll person would spend approximately five hours a week to manually enter payroll data for fifty to one-hundred employees, this comes out to be about two-hundred and forty hours per year of manual entry.
- The total annual cost of entering data manually is \$7,200 dollars. This amounts to an 83% cost reduction for using a simpler solution.
- Free up your time and have the ability to perform other tasks while your payroll is uploading.



3 Ways to Enter Data

1

Manual Entry

- 1 minute per employee

2

Copy Previous Payroll

- Very fast and efficient if you have the same workers every week

3

Upload

- Best/Preferred method (all employee data is captured from payroll file)



Interfaces

- LCPtracker partners with many of the payroll industry leaders to provide a seamless way for their clients to produce Certified Payroll Reports on federal/state/county/city specific formatted forms.
- Payroll providers will have access to LCPtracker support for their clients to ensure that payroll data can be sent from the payroll software to LCPtracker.
- Certified Payroll Reports can be electronically collected, managed and maintained for easy retrieval so contractors can submit properly formatted reports to agencies or prime contractors when required.

Manual Entry

One minute per employee

- Setup your employee
- Select the Project, Week end date, Employee and their craft/classification
- Enter necessary fields

LCP tracker
SUPPORTS FEDERAL ACCOUNT

User Portal Training Materials Support Logout Live Chat Co-Browse

Projects 1. Payroll Records 2. Notices 3. Certification Reports eDocuments Set Up Daily Reporter LCPcertified

Payroll record entry form (2 of 2)

Week End Date: 6/1/2019 Contractor: IGNITE 2019 - CONTRACTOR
 Project: Ignite 2019 Sub To:
 Employee: SMITH, JOE Contract ID:

Is Foreman Is Owner/Operator

Gross Employee Pay This Project (Usually No Fringes) 940.000
 Wages Paid in Lieu of Fringes (Total Cash Fringes) 0.000
 These fields are Hourly rate fields (Usually No Fringes)
 Base Hourly 23.500 Overtime Hourly 0.000 Doubletime Hourly 0.000
 Rate in Lieu of Fringes (Cash Fringes) 0.000

Classifications

Jurisdiction	Location	Craft	Classification	Construction Type
California	ORANGE COUNTY	Laborer and Related Classifications	Group 1	

Hours Worked Each Day for This Project Only

	Sunday 5/26/2019	Monday 5/27/2019	Tuesday 5/28/2019	Wednesday 5/29/2019	Thursday 5/30/2019	Friday 5/31/2019	Saturday 6/1/2019	Total Hours
Regular Time	0.00	8.00	8.00	8.00	8.00	8.00	0.00	40.00
Overtime at 1.5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Double-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	8.00	8.00	8.00	8.00	8.00	0.00	40.00

Fringes / Contributions paid to others (not employee) for This Project Only (Rate Times the # of Hours Worked)

Vac / Hol / Dues	Health & Well	Pension	All Other	Training	Voluntary Contributions for all Projects
250.000	165.000	75.000	120.000	40.000	Pension 0.000 Medical 0

Vac/Hol/Dues Included in Gross Emp. Pay
 Some or All Fringes Paid to Employee
 Voluntary Contributions Included in Gross Emp. Pay
 Calculate Fringes

Paycheck - Deductions, Payments and Notes (For All Projects Worked This Week)

Single Paycheck Multiple Paychecks

Deductions

Fed Tax	Social Security	Medicare	State Tax	Local Taxes/SDI	Other	Vac/Dues	Savings	Total Deductions
137.250	+ 105.870	+ 83.120	+ 33.000	+ 42.000	+ 0.000	+ 0.000	+ 0.000	= 401.240

Payments (if included in paycheck)

Trav/Subs	Gross Pay All Projects	Paycheck Amount	Check Number *	Payment Date
0.000	1565.830	1164.590	DirectDeposit	

Notes

Other Deduction Details

Notices

There are no notices

Cancel Save

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Copy Previous Payroll

- Select the Project
- Select previous week to copy
- Select Employee(s)
- Choose weekend date

The screenshot shows the 'Copy Previous Payroll' form with a blue header. Below the header is a progress bar with three steps: '1 Copy From' (highlighted in blue), '2 Review Records', and '3 Copy To'. Below the progress bar is the instruction: 'First select a project. Then select a certified payroll week to copy from.' Underneath is a 'Select Project *' dropdown menu with 'Ignite 20...' selected.

The screenshot shows the 'Copy Previous Payroll' form with a blue header. Below the header is a progress bar with three steps: '1 Copy From', '2 Review Records', and '3 Copy To' (highlighted in blue). Below the progress bar is the instruction: 'The selected payroll will be copied over to the week selected below. You will still need to add at least a check number in order to be able to certify. After saving, you will be redirected to the Payroll Edit page.' Underneath is a 'Week End Date *' field with '4/5/2019' entered and a calendar icon. At the bottom are four buttons: 'Cancel', 'Back', 'Save' (highlighted with a dashed border), and 'Help'.



Payroll Upload

Three Ways to Upload

1

- LCP Standard Template

2

- Direct Payroll Interface
- (DPI)

3

- Payroll Service Template Interface

LCP Standard Template

- One-Click Download of file
- Fill in data
 - Red fields are required
- Accurate Data Transfer

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Upload Records

Select week end date:

Select a project:

AQ	AR	AS	AT	AU	AV	AW	AX	AY
<i>dts_fed_tax</i>	<i>dts_fica</i>	<i>dts_medicare</i>	<i>dts_state_tax</i>	<i>dts_sdi</i>	<i>dts_dues</i>	<i>dts_savings</i>	<i>dts_other</i>	<i>dts_total</i>
137.25	105.87	83.12	33	42				401.24

values may be Zero

▼ Paycheck - Deductions, Payments and Notes (For All Projects Worked This Week)

Single Paycheck Multiple Paychecks

Deductions

Fed Tax 137.250 + Social Security 105.870 + Medicare 83.120 + State Tax 33.000 + Local Taxes/SDI 42.000 + Other 0.000 + Vac/Dues 0.000 + Savings 0.000 = Total Deductions 401.240

Click to Download

Direct Payroll Interface (DPI)

- Customized map created from a specific file
 - File is typically a .pdf of a CPR generated by a payroll service
 - LCPtracker uses a mapping software to create a model of your file
 - Only option where user is charged by LCPtracker
 - Available within the application

Upload your Samples & Pay for your DPI

You can do this in your LCPtracker account.

- 1. Payroll Records
- Direct Payroll Subscription

LCPtracker User Portal Training Materials

SUPPORTS FEDERAL ACCOUNT

Projects 1. Payroll Records 2. Notices 3. Certification Reports eDocuments

Direct Payroll Subscription

STEP 1 Samples ready 0 of 4

Select the sample CPR to create the model from Browse... Simply upload

LCPtracker User Portal Training Materials Support Logout Live Chat Co-Browse

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Subscriptions

DPI Upload Service Has Not Been Activated

Please purchase the subscription below.

	Description	Standard Price
DPI Pricing		
<input type="radio"/>	Development of new DPI Model	\$895.00
<input type="radio"/>	Update DPI Model	\$250.00

Cancel Purchase

Cancel Upload Help

Select Development of New DPI Model to Purchase

Payroll Service Template Interface

- A Payroll Service Provider can create an export file for their users.
- The file must contain the correct column headers.
- LCPtracker will assist with development at no cost.

Requesting an Interface for your Payroll Provider

- Easily do this through your LCPtracker/LCPcertified account

The screenshot displays the LCPtracker web application interface. At the top, there is a navigation bar with the LCPtracker logo and several utility buttons: Training Materials, Support, Logout, Live Chat, and Co-Browse. Below this is a secondary navigation bar with tabs for Projects, 1. Payroll Records (highlighted), 2. Notices, 3. Certification, Reports, Set Up, and Purchase Subscription. The main content area is divided into two columns. The left column is titled 'Upload Records' and contains instructions for selecting a week end date, a project, and a file to upload. The right column is titled 'Accounting Systems' and lists various software providers with links to learn more. An 'Interface Request' modal window is overlaid on the right side, containing a form with fields for First and Last Name, Email Address, Company, Phone Number, Accounting System, and File to Upload, along with a 'Send' button.

LCPtracker
LPCERTIFIED

Training Materials Support Logout Live Chat Co-Browse

Projects 1. Payroll Records 2. Notices 3. Certification Reports Set Up Purchase Subscription

Upload Records

Selecting a week end date here will override the week end date in your upload.
If uploading multiple week end dates, do not select a week end date here.

Select week end date:

Select a project:
-- Select Project --

Calculate fringes automatically

Please note that the Excel Upload Template will now be limited to 200 payroll records per upload.
If your file contains more than 200 payroll records, please break up the file into multiple uploads.

Select the file to upload:

Accounting Systems Upload Download spreadsheet template

Click on the Accounting Systems button to access information regarding accounting / payroll system interfaces.

Accounting Systems

Click below your accounting system to learn how to access the upload file.

1. [California Payroll](#)
2. [Construction Partner](#)
3. [Foundation Software](#)
4. [Pay-Net Software](#)
5. [Paychex Software](#)
6. [Paylocity Software](#)
7. [Quantum Software](#)
8. [Viewpoint Software](#)
9. [Dexter + Chaney](#)

If your accounting system is not listed click [here](#) to request an interface be created.

Interface Request

In order for us to attempt an interface, please provide below information and upload a sample report from your accounting system that contains the correct information. We will respond within 24 hours with further instructions.

First and Last Name

Email Address

Company

Phone Number

Accounting System

File to Upload

Current Partnerships



Sample Payroll Template Interface

Address 2	City	State/Prov	Zip/Postal Code	Full Home Tel Nbr	Gender	Ethnic Origin	Most Recent Hire Date	Status	Job ID	Job Name	Labor Assignment	Period End Date	Date Hired	Hours	Check Number	Certified Payroll Group Name	Calculated Rate	Hours	Certified Payroll Amount
	Heathrow	FL	32746		Male	White of Hispanic							10/20/2017		10021	st_hrs3	40.00	8	320.00
	Heathrow	FL	32746		Male	White of Hispanic							10/20/2017		10021	st_hrs4	40.00	8	320.00
	Heathrow	FL	32746		Male	White of Hispanic							10/20/2017		10021	st_hrs5	40.00	8	320.00
	Heathrow	FL	32746		Male	White of Hispanic							10/20/2017		10021	st_hrs6	40.00	8	320.00
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active	1	Job 1	Carpenter/Cabinet Installer	10/20/2017	10/20/2017		10021	st_hrs7	40.00	8	320.00
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active	1	Job 1		10/20/2017			10021	gross_this_project			1600.00
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	dts_fed_tax			109.50
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	dts_fica			49.60
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	dts_medicare			11.60
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	dts_other			100.00
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	total_paid			1629.30
	Heathrow	FL	32746		Male	White not of Hispanic	04/01/2014	Active				10/20/2017			10021	gross_all_projects			1900.00
	Goldenrod	FL	32733		Male	Black or African	04/04/2014	Active	2	Job 2	Plumber/Apprentice 1	10/20/2017	10/17/2017		5001	st_hrs4	35.00	8	280.00
	Goldenrod	FL	32733		Male	Black or African	04/04/2014	Active	2	Job 2	Plumber/Apprentice 1	10/20/2017	10/18/2017		5001	st_hrs5	35.00	8	280.00

Sample of a Paychex Developed Data Export Template



Payroll Records

- Enter Records
- Direct Payroll Subscription
- Edit Certified Payroll Records
- Copy Previous Payroll
- Recovery Act Additional Data Entry
- Edit Uncertified Payroll Records
- FHWA 1391 Additional Data Entry
- Upload Records
- HUD Additional Data Entry

- Different Solutions to Upload Data into LCPtracker and LCPcertified
 1. Free Excel Upload file
 2. Direct Payroll Interface
 3. Interface Partnership
- Uploading is the Fastest Way
- LCPtracker Will Work with you to Make your File Acceptable

Class Review

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■ THANK YOU

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