

# A Trifecta Solution: A Prevailing Wage, Time Tracking & Payroll Case Study

How Curtis Restaurant Equipment used Certified Payroll Reporting, QuickBooks Time Tracking Software and ADP Workforce Now® Payroll Software to save more than \$18K a year!



Annual Savings \$18,000



468 Hours Saved Annually

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“We are saving so much time and money compared to the price we are paying for these software solutions. And since we are a 100% employee-owned company, everyone is always looking for ways to improve efficiency and save money. Our General Contractors love it as well because we are able to produce accurate, timely reports and stay in compliance better than ever before. And on a personal level, I get to do more work in the financial area where I want to be rather than the paperwork area. It’s a total win/win/win!”



Susan Simonton  
VP of Finance  
Curtis Restaurant Group

## CLIENT



Curtis Restaurant Equipment is one of the leading foodservice equipment and design companies in the nation. The employee-owned company services customers in the Pacific Northwest as well as across the country--from the smallest of food outlets to some of the largest national chain accounts as well as school systems and government contracts--in the areas of kitchen design, project management, installation, and delivery.

## CHALLENGE

Curtis Restaurant Equipment had successfully been using ADP Workforce Now® for more than 15 years to run their payroll. However, as the nearly 60-year-old company grew, so did their need for more efficient and comprehensive time tracking and prevailing wage reporting. Some challenges included:

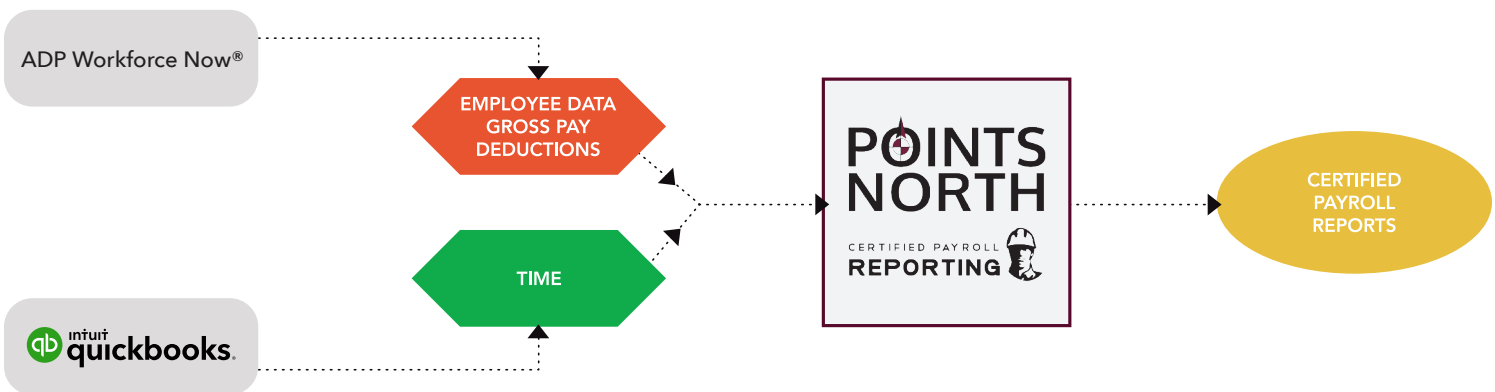
- **Difficulty Categorizing Multiple Tasks.** Installers in the field perform multiple tasks, some of which must be paid prevailing wage, and other general tasks in the shop or driving from place to place that do not. Their work in the field was often a mix of multiple job classifications per day. They needed a way to categorize tasks easily and document the exact time per task.
- **Manual Timecards Were a Logistical Nightmare.** With a mobile workforce, having to document time by hand on pieces of paper made time tracking a logistical nightmare. All of the information had to be manually added to a spreadsheet and then uploaded into ADP® to run payroll. Then, the accounting manager would have to fill out the prevailing wage forms so they could be signed and sent to the General Contractors or government agencies that needed to track them.
- **Lack of Automation.** Curtis Restaurant Equipment was searching for a way to seamlessly import their employees’ time into prevailing wage reports. With time tracking requiring documentation in 15-minute increments and employees traveling to as many as six locations over the course of one day, Vice President of Finance Susan Simonton was having to prepare six separate reports for each employee. There were pay periods where she had up to 16 reports to do for each employee across multiple states.
- **Varying Reporting Requirements.** Government agencies across different states required information formatted in different ways, causing much frustration and excessive amounts of time spent on preparation.
- **Competing Priorities.** Sometimes Susan would have to put her real job responsibilities aside to play catch up on reporting or troubleshoot when information was missing or needed.

## INTEGRATED, RESULTS-DRIVEN SOLUTIONS

Susan presented her frustrations to her ADP Workforce Now sales representative and asked if there were any integrations that would help solve her challenges. She was thrilled to learn there was a comprehensive solution.

As a result of utilizing the new integration between ADP Workforce Now®, QuickBooks Time and Certified Payroll Reporting® by Points North, Susan's workflow has been revolutionized and the company has saved time and money, creating a win/win/win situation.

- ✓ **Reduction in Payroll Time.** QuickBooks Time's mobile app with custom fields allows time tracking by task with accurate billing rates for their on-the-go workforce, allowing the entire time tracking process to be automated and reducing payroll preparation time from the previous 18 hours to just one hour.
- ✓ **Generated Prevailing Wage Reports.** Certified Payroll Reporting by Points North generates the prevailing wage reports so Susan is able to process 60 reports for different state and federal agencies in less than an hour, including preparation and verification of the data. This work previously took her and her team more than two weeks. She is able to download the data from QuickBooks Time and ADP Workforce Now at the same time. With the click of a few buttons, she is off and running. The system even allows her generate multiple reports at the same time and email them directly to her coordinators, who are responsible for emailing them directly to the appropriate agencies.



Learn more about [QuickBooks Time](#) and [Points North](#) on ADP Marketplace.

