

Role-Based Brochure



# BillQuick for Principals & Partners

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# Why BillQuick?

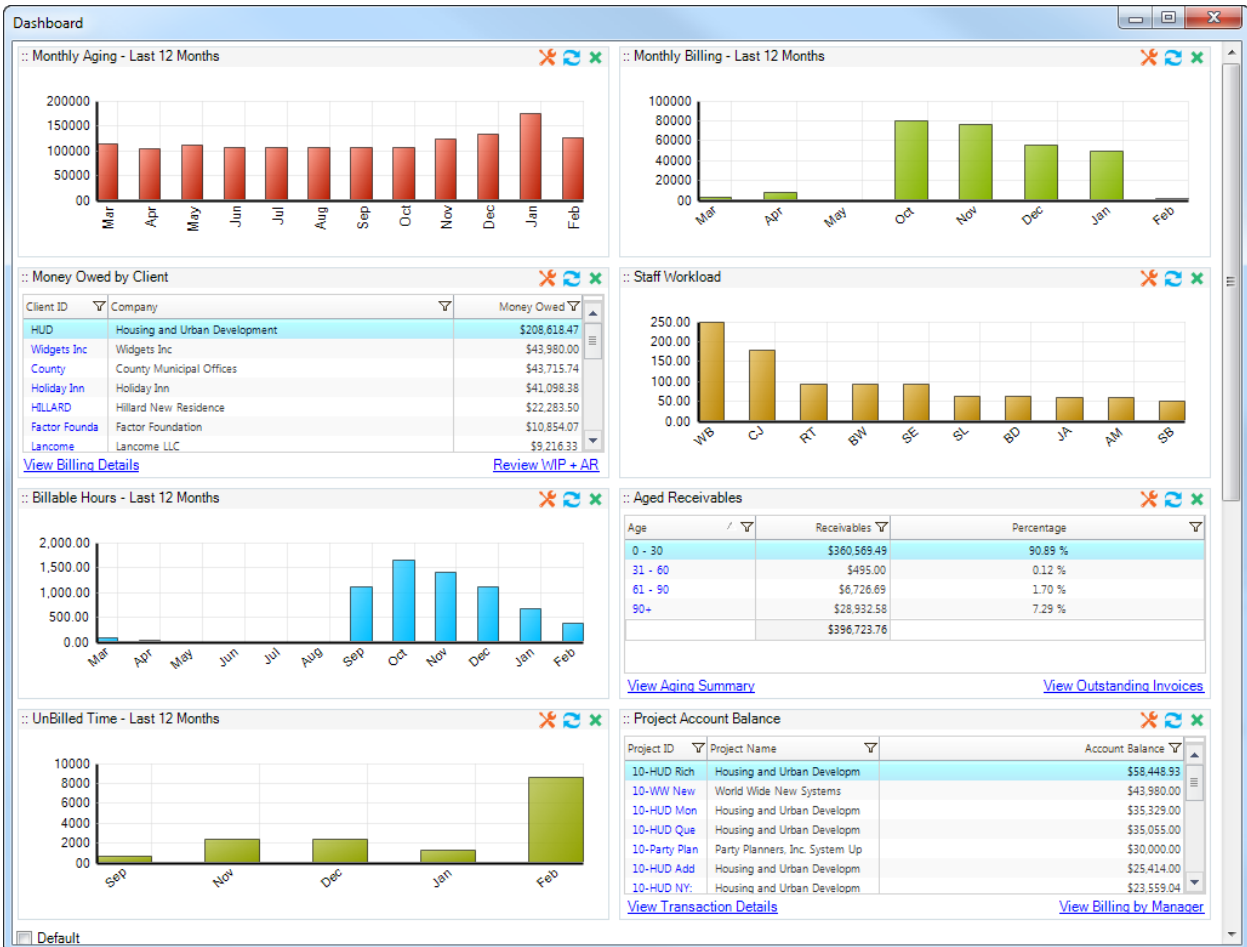
BillQuick is a project-centric system. This means that a project (job, matter or engagement) is the core element of the relationship between a company (firm) and its client (customer). It defines the scope of work being done for a client, how it should be processed, how it should be billed, and so on.

Implementation of BillQuick is the right step towards increasing business productivity and investing in technology that helps you manage your business. This role-based brochure highlights the functions and features of BillQuick that are useful for owners, principals and partners. It focuses on important information needed for effective and efficient management of your company, clients, projects and overall business. In other words, it answers your question "*What does BillQuick do for me?*"

## Feature Overview

- Project Center for efficient, all-in-one-place information
- Dashboard with key performance metrics
- More than 500 reports
- Profitability and job cost reporting
- Employee utilization and staff performance
- Work-in-progress, billing and AR information
- Report scheduling for automatic delivery
- Budgets and project controls for better profits
- Workflow, reminders and notifications
- Built-in message system with email options
- Project journal notes throughout the processes
- Simple, fast anytime anywhere capture of time and expenses
- Anytime anywhere real-time information
- Tracking of marketing costs and overheads
- Retainer management
- Robust and flexible billing
- Integration with QuickBooks, Sage 50 (formerly Peachtree Accounting) and MYOB (Australia)
- Extensive security permissions
- Extensive global and project business rules
- Complete action log for audit trail

## Dashboard



Rather than run through menu commands, set filters, run reports and then read them one after another to find exceptions and visualize trends, the BillQuick Dashboard enables you to view important business metrics at-a-glance and keep track of key performance indicators.

Whether through the reports, Dashboard or Project Center, real-time information is always available. To ensure you and your managers have critical information for decision-making, BillQuick offers anytime anywhere capture of time and expenses – in office or at remote locations. It also monitors timely entry and sends reminders to tardy timekeepers. You can view information on demand, have it automatically delivered to you, or set business alerts for key items.

Information is extensive and customizable. The Dashboard offers 21 different key performance indicators to choose from. Along with the Project Center, you can quickly scan for exceptions that demand your attention. Over 400 reports provide financial, project and operational information. Reports can be customized, as needed.

*Bottom Line:* With anywhere, anytime capture of time and expenses, and automated reminders for tardy timekeepers, you have on-demand information that is up-to-date, thus improving management and profitability. On-screen and in-context reports give you the right information at the right time.

## Business Management Reports

Some of the most popular and useful BillQuick reports for principals and partners include:

### Financial Reports

1. AR Aging–90 days
2. Billing Reconciliation Summary by Client
3. Retainer Reconciliation Summary by Client
4. Profit by Project–Billable Summary
5. Client Snapshot with AR Aging
6. Billed, Paid Owed Summary by Client
7. Billed Services by Project & Activity with Write-Up/Down
8. WIP Detail by Client and Project
9. WIP Reconciliation
10. Profit by Client, Project and Invoices–Billed Summary
11. Profit by Timekeeper
12. Project Cost Multiplier
13. Cash Receipts Summary–Current Year & Last Year Comparison
14. Cash Receipts Current Year and Last Year Comparison

### Operational Analysis Reports

1. Labor Distribution
2. Contract Analysis
3. Contract Spent by Project– Services and Expenses
4. Work in Hand by Client and Project
5. Contract Services and Expenses-Percentage Billed
6. WIP Summary & WIP Aging by Project
7. Investment Summary by Client and Project

### Staff Analysis Reports

1. Employee Utilization
2. Staff Profit Report–Billed
3. Employee Performance Summary
4. Employee Realization–Gap Analysis
5. Employee Realization Rate (Billing Performance)

Below are a few report samples.

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AR Aging - 90 Days

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Filters Used:

- Project ID: Selected Items (7)

(Allied Tech) - Carol Corcoran @ 415-565-8932

## Staples Center (10-Staple Center:) - Managed by (AM)

| Invoice Num                                | Date      | Bill Amt    | Paid        | Current           | 31 To 60      | 61 To 90      | >> 90         | Balance           |
|--|-----------|-------------|-------------|-------------------|---------------|---------------|---------------|-------------------|
| 1148                                       | 2/15/2012 | \$30,460.00 | \$25,000.00 | \$5,460.00        | --            | --            | --            | \$5,460.00        |
| <b>Project (10-Staple Center:) Balance</b> |           |             |             | <b>\$5,460.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$5,460.00</b> |
| <b>Client (Allied Tech) Balance</b>        |           |             |             | <b>\$5,460.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$5,460.00</b> |

## County Municipal Offices (County) - Tracy Hunter @ 310-555-3322

### Crystal Blue Waters Ongoing Support (10-CBS Support:) - Managed by (WB)

| Invoice Num                              | Date      | Bill Amt    | Paid        | Current           | 31 To 60      | 61 To 90      | >> 90         | Balance           |
|--|-----------|-------------|-------------|-------------------|---------------|---------------|---------------|-------------------|
| 1141                                     | 6/15/2012 | \$11,990.00 | \$10,000.00 | \$1,990.00        | --            | --            | --            | \$1,990.00        |
| 1163                                     | 4/16/2012 | \$680.00    | --          | \$680.00          | --            | --            | --            | \$680.00          |
| <b>Project (10-CBS Support:) Balance</b> |           |             |             | <b>\$2,670.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$2,670.00</b> |

### Long Beach Harbor Terminal Bldg. 42 (10-Harbor Bldg 42:) - Managed by (JA)

| Invoice Num                                 | Date      | Bill Amt    | Paid        | Current           | 31 To 60      | 61 To 90      | >> 90         | Balance           |
|---|-----------|-------------|-------------|-------------------|---------------|---------------|---------------|-------------------|
| 1149  | 3/15/2012 | \$17,710.26 | \$12,000.00 | \$5,710.26        | --            | --            | --            | \$5,710.26        |
| 1170  | 4/16/2012 | \$2,072.50  | --          | \$2,072.50        | --            | --            | --            | \$2,072.50        |
| <b>Project (10-Harbor Bldg 42:) Balance</b> |           |             |             | <b>\$7,782.76</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$7,782.76</b> |

### Long Beach Harbor Terminal Bldg. 61 (10-Harbor Terminal Bldg 61:) - Managed by (JA)

| Invoice Num  | Date      | Bill Amt    | Paid        | Current            | 31 To 60      | 61 To 90      | >> 90         | Balance            |
|--|-----------|-------------|-------------|--------------------|---------------|---------------|---------------|--------------------|
| 1147   | 6/15/2012 | \$28,645.00 | \$20,000.00 | \$8,645.00         | --            | --            | --            | \$8,645.00         |
| 1171   | 4/16/2012 | \$2,635.00  | --          | \$2,635.00         | --            | --            | --            | \$2,635.00         |
| <b>Project (10-Harbor Terminal Bldg 61:) Balance</b> |           |             |             | <b>\$11,280.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$11,280.00</b> |

### Municipal Offices Development (10-Municipal Offices-2:) - Managed by (JA)

| Invoice Num                                      | Date      | Bill Amt   | Paid | Current            | 31 To 60      | 61 To 90      | >> 90         | Balance            |
|--|-----------|------------|------|--------------------|---------------|---------------|---------------|--------------------|
| 1144   | 2/15/2012 | \$5,305.00 | --   | \$5,305.00         | --            | --            | --            | \$5,305.00         |
| 1181   | 6/15/2012 | \$2,680.00 | --   | \$2,680.00         | --            | --            | --            | \$2,680.00         |
| 1193   | 7/13/2012 | \$306.93   | --   | \$306.93           | --            | --            | --            | \$306.93           |
| <b>Project (10-Municipal Offices-2:) Balance</b> |           |            |      | <b>\$8,291.93</b>  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$8,291.93</b>  |
| <b>Client (County) Balance</b>                   |           |            |      | <b>\$30,024.69</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$30,024.69</b> |

## Hillard New Residence (HILLARD) - Bob Hillard @ 123-145-6456

### Hillard Residence-Schematic Design (10-Hillard:1-SD) - Managed by (CJ)

| Invoice Num                              | Date     | Bill Amt     | Paid | Current             | 31 To 60      | 61 To 90      | >> 90         | Balance             |
|--|----------|--------------|------|---------------------|---------------|---------------|---------------|---------------------|
| 1205                                     | 3/8/2012 | \$137,100.00 | --   | \$137,100.00        | --            | --            | --            | \$137,100.00        |
| 1212                                     | 3/8/2012 | \$4,015.50   | --   | \$4,015.50          | --            | --            | --            | \$4,015.50          |
| <b>Project (10-Hillard:1-SD) Balance</b> |          |              |      | <b>\$141,115.50</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$141,115.50</b> |

### Hillard Residence-CA (10-Hillard:4-CA) - Managed by (CJ)

| Invoice Num                              | Date      | Bill Amt    | Paid | Current             | 31 To 60      | 61 To 90      | >> 90         | Balance             |
|--|-----------|-------------|------|---------------------|---------------|---------------|---------------|---------------------|
| 1173                                     | 5/15/2012 | \$21,351.00 | --   | \$21,351.00         | --            | --            | --            | \$21,351.00         |
| 1207                                     | 3/8/2012  | \$7,117.00  | --   | \$7,117.00          | --            | --            | --            | \$7,117.00          |
| 1215                                     | 3/8/2012  | \$7,477.00  | --   | \$7,477.00          | --            | --            | --            | \$7,477.00          |
| <b>Project (10-Hillard:4-CA) Balance</b> |           |             |      | <b>\$35,945.00</b>  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$35,945.00</b>  |
| <b>Client (HILLARD) Balance</b>          |           |             |      | <b>\$177,060.50</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$177,060.50</b> |

**Grand Total:** **\$212,545.19**    **\$0.00**    **\$0.00**    **\$0.00**    **\$212,545.19**

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## Billing Reconciliation Summary by Client

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Filters Used:

- Project ID: Selected Items (2)

| Invoice Number   | Invoice Date | Services Billed     | Expenses Billed   | Gross Billed        | Discount Applied  | Retainer Applied  | Net Billed          | Last Pay Date | Amount Paid*        | Payment Type | Invoice Balance    |
|--|--------------|---------------------|-------------------|---------------------|-------------------|-------------------|---------------------|---------------|---------------------|--------------|--------------------|
| <b>Client ID: County</b>   |              |                     |                   |                     |                   |                   |                     |               |                     |              |                    |
| <b>Project ID: 10-Municipal Offices-2: Municipal Offices Development</b> |              |                     |                   |                     |                   |                   |                     |               |                     |              |                    |
| Retainer   |              | \$0.00              | \$0.00            | \$0.00              | \$0.00            | \$0.00            | \$0.00              | 10/7/2011     | \$5,000.00          | Check        | \$0.00             |
| 1063   | 8/31/2011    | \$25,000.00         | \$0.00            | \$25,000.00         | \$0.00            | \$500.00          | \$24,500.00         | 10/26/2011    | \$24,500.00         | Check        | \$0.00             |
| 1079   | 9/29/2011    | \$25,000.00         | \$0.00            | \$25,000.00         | \$3,750.00        | \$500.00          | \$20,750.00         | 3/31/2011     | \$20,750.00         | EFT          | \$0.00             |
| 1097   | 10/31/2011   | \$25,000.00         | \$0.00            | \$25,000.00         | \$0.00            | \$500.00          | \$24,500.00         | 3/31/2011     | \$24,500.00         | EFT          | \$0.00             |
| 1115   | 2/28/2012    | \$25,000.00         | \$62.43           | \$25,062.43         | \$0.00            | \$500.00          | \$24,562.43         | 4/20/2011     | \$24,562.43         | EFT          | \$0.00             |
| 1129   | 4/16/2012    | \$20,000.00         | \$0.00            | \$20,000.00         | \$0.00            | \$0.00            | \$20,000.00         | 4/20/2011     | \$20,000.00         | EFT          | \$0.00             |
| 1137   | 5/15/2012    | \$20,000.00         | \$0.00            | \$20,000.00         | \$0.00            | \$500.00          | \$19,500.00         | 4/20/2011     | \$19,500.00         | EFT          | \$0.00             |
| 1144   | 2/15/2012    | \$5,150.00          | \$155.00          | \$5,305.00          | \$0.00            | \$0.00            | \$5,305.00          |               | \$0.00              |              | \$5,305.00         |
| 1181   | 6/15/2012    | \$2,680.00          | \$0.00            | \$2,680.00          | \$0.00            | \$0.00            | \$2,680.00          |               | \$0.00              |              | \$2,680.00         |
| 1193   | 7/13/2012    | \$0.00              | \$306.92          | \$306.93            | \$0.00            | \$0.00            | \$306.93            |               | \$0.00              |              | \$306.93           |
|  |              | <b>\$147,830.00</b> | <b>\$524.35</b>   | <b>\$148,354.36</b> | <b>\$3,750.00</b> | <b>\$2,500.00</b> | <b>\$142,104.36</b> |               | <b>\$138,812.43</b> |              | <b>\$8,291.93</b>  |
| <b>Client Totals:</b>  |              | <b>\$147,830.00</b> | <b>\$524.35</b>   | <b>\$148,354.36</b> | <b>\$3,750.00</b> | <b>\$2,500.00</b> | <b>\$142,104.36</b> |               | <b>\$138,812.43</b> |              | <b>\$8,291.93</b>  |
| <b>Client ID: HUD</b>  |              |                     |                   |                     |                   |                   |                     |               |                     |              |                    |
| <b>Project ID: 10-MAIN:1-SD HUD - Schematic Design</b>                   |              |                     |                   |                     |                   |                   |                     |               |                     |              |                    |
| Retainer   |              | \$0.00              | \$0.00            | \$0.00              | \$0.00            | \$0.00            | \$0.00              | 3/8/2012      | \$2,600.00          | Check        | \$0.00             |
| 1118   | 10/7/2011    | \$2,500.00          | \$0.00            | \$2,500.00          | \$0.00            | \$0.00            | \$2,500.00          | 3/8/2012      | \$2,000.00          | Check        | \$500.00           |
| 1208   | 3/8/2012     | \$9,795.00          | \$2,500.00        | \$12,295.00         | \$450.00          | \$600.00          | \$11,245.00         |               | \$0.00              |              | \$11,245.00        |
| 1222   | 3/8/2012     | \$9,470.00          | \$450.00          | \$9,920.00          | \$0.00            | \$0.00            | \$9,920.00          |               | \$0.00              |              | \$9,920.00         |
|  |              | <b>\$21,765.00</b>  | <b>\$2,950.00</b> | <b>\$24,715.00</b>  | <b>\$450.00</b>   | <b>\$600.00</b>   | <b>\$23,665.00</b>  |               | <b>\$4,600.00</b>   |              | <b>\$21,665.00</b> |
| <b>Client Totals:</b>  |              | <b>\$21,765.00</b>  | <b>\$2,950.00</b> | <b>\$24,715.00</b>  | <b>\$450.00</b>   | <b>\$600.00</b>   | <b>\$23,665.00</b>  |               | <b>\$4,600.00</b>   |              | <b>\$21,665.00</b> |
| <b>Grand Total:</b>  |              | <b>\$169,595.00</b> | <b>\$3,474.35</b> | <b>\$173,069.36</b> | <b>\$4,200.00</b> | <b>\$3,100.00</b> | <b>\$165,769.36</b> |               | <b>\$143,412.43</b> |              | <b>\$29,956.93</b> |

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## Retainer Reconciliation Summary by Client

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### Client ID: HILLARD

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|                            |                    |
|----------------------------|--------------------|
| Client Retainer Paid:      | \$18,000.00        |
| Client Retainer Applied:   | <u>\$3,600.00</u>  |
| Client Retainer Available: | <u>\$14,400.00</u> |

### Project Retainers for Client HILLARD

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| Project ID      | Project Retainer Paid | Project Retainer Applied | Client Retainer Applied | Total Client/Project Retainer Applied | Total Client/Project Retainer Available |
|-----------------|-----------------------|--------------------------|-------------------------|---------------------------------------|---|
| 10-Hillard:1-SD | \$1,500.00            | \$400.00                 | \$0.00                  | \$400.00                              | \$15,500.00                             |
| 10-Hillard:2-DD | \$1,500.00            | \$0.00                   | \$0.00                  | \$0.00                                | \$15,900.00                             |
| 10-Hillard:3-CD | \$0.00                | \$0.00                   | \$1,500.00              | \$1,500.00                            | \$14,400.00                             |
| 10-Hillard:4-CA | \$1,400.00            | \$1,400.00               | \$2,100.00              | \$3,500.00                            | \$14,400.00                             |

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## Profit by Project - Billable Summary

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| Project ID - Name   | B-Hrs            | Units           | Cost Amount         | Bill Amount*          | Profit/Loss         | %         |
|---|------------------|-----------------|---------------------|-----------------------|---------------------|-----------|
| 09-PV Country Club: - PV Country Club                     | 528.00           | 389.00          | \$38,948.81         | \$60,647.49           | \$21,698.68         | 36        |
| 10 Municipal Offices - 3: - Municipal Offices Technical S | 1,689.50         | 14.00           | \$68,811.48         | \$194,920.10          | \$126,108.62        | 65        |
| 10-BQE General: - BQES General Office                     | 4,106.50         | 2.00            | \$87,407.27         | \$4,325.00            | (\$83,082.27)       | -1,921    |
| 10-CBS New System: - Crystal Blue Waters New System       | 66.75            | 0.00            | \$2,542.50          | \$4,940.00            | \$2,397.50          | 49        |
| 10-CBS Support: - Crystal Blue Waters Ongoing Support     | 259.50           | 0.00            | \$10,155.75         | \$21,169.25           | \$11,013.50         | 52        |
| 10-City Health Dept: - City Health Department             | 883.00           | 721.00          | \$38,401.99         | \$72,712.87           | \$34,310.88         | 47        |
| 10-Crystal Blue Water: - Crystal Blue Waters New System   | 462.50           | 1.00            | \$19,688.00         | \$27,515.07           | \$7,827.07          | 28        |
| 10-Dept Of City Services: - Dept. of City Services        | 367.75           | 225.00          | \$14,890.75         | \$29,681.25           | \$14,790.50         | 50        |
| 10-DWP: - Dept. of Water & Power                          | 270.50           | 14.00           | \$11,721.00         | \$22,365.00           | \$10,644.00         | 48        |
| 10-Fun Foods: - Fun Foods 2.0 Upgrade                     | 245.75           | 0.00            | \$10,662.02         | \$26,068.73           | \$15,406.71         | 59        |
| 10-Green Thumb: - Green Thumb Starter System              | 329.00           | 438.00          | \$13,555.21         | \$15,244.55           | \$1,689.34          | 11        |
| 10-Harbor Bldg 42: - Long Beach Harbor Terminal Bldg.     | 130.25           | 460.00          | \$5,694.04          | \$24,923.07           | \$19,229.03         | 77        |
| 10-Harbor Terminal Bldg 61: - Long Beach Harbor Termi     | 97.25            | 310.00          | \$3,813.21          | \$34,361.97           | \$30,548.76         | 89        |
| 10-Harbor: - Long Beach Harbor                            | 80.25            | 285.00          | \$11,889.67         | \$14,647.74           | \$2,758.07          | 19        |
| 10-Hilliard:1-SD - Hilliard Residence-Schematic Design    | 40.75            | 1.00            | \$6,604.00          | \$7,985.00            | \$1,381.00          | 17        |
| 10-Hilliard:2-DD - Hilliard Residence Design Developme    | 202.50           | 0.00            | \$7,633.90          | \$19,707.50           | \$12,073.60         | 61        |
| 10-Hilliard:3-CD - Hilliard Residence-CD                  | 170.00           | 1.00            | \$9,018.00          | \$37,284.04           | \$28,266.04         | 76        |
| 10-Hilliard:4-CA - Hilliard Residence-CA                  | 321.00           | 0.00            | \$12,705.12         | \$40,585.02           | \$27,879.90         | 69        |
| 10-HUD Add Services: - Housing and Urban Developme        | 539.50           | 2.00            | \$21,633.00         | \$42,954.00           | \$21,321.00         | 50        |
| 10-HUD Aspen: - Housing and Urban Development - As        | 333.75           | 6.00            | \$15,176.00         | \$28,552.50           | \$13,376.50         | 47        |
| 10-HUD Monte Carlo: - Housing and Urban Developme         | 588.75           | 2.00            | \$23,276.00         | \$45,739.00           | \$22,463.00         | 49        |
| 10-HUD NY: - Housing and Urban Development - New Y        | 1,145.75         | 6.00            | \$41,825.90         | \$82,684.05           | \$40,858.15         | 49        |
| 10-HUD Queens: - Housing and Urban Development - Q        | 1,297.00         | 0.00            | \$48,017.00         | \$96,035.00           | \$48,018.00         | 50        |
| 10-HUD Richmond: - Housing and Urban Development          | 914.00           | 23.00           | \$39,723.22         | \$76,946.77           | \$37,223.55         | 48        |
| 10-Long Beach Harbor: - Long Beach Harbor - Recurrin      | 604.50           | 0.00            | \$22,713.00         | \$11,156.05           | (\$11,556.95)       | -104      |
| 10-MAIN:1-SD - HUD - Schematic Design                     | 262.00           | 0.00            | \$10,114.00         | \$20,240.00           | \$10,126.00         | 50        |
| 10-MAIN:2-CD - HUD - Construction Documents               | 597.50           | 0.00            | \$24,103.00         | \$48,230.00           | \$24,127.00         | 50        |
| 10-MAIN:3-CA - HUD - Construction Administration          | 4.50             | 0.00            | \$157.50            | \$675.00              | \$517.50            | 77        |
| 10-Municipal Offices: - Municipal Offices Feasibility     | 20.50            | 603.00          | \$1,293.72          | \$2,258.50            | \$964.78            | 43        |
| 10-Municipal Offices-2: - Municipal Offices Developme     | 266.25           | 1,183.00        | \$12,024.25         | \$99,351.99           | \$87,327.74         | 88        |
| 10-Overheads: - Company Overhead                          | 208.50           | 0.00            | \$8,220.50          | \$0.00                | (\$8,220.50)        | 0         |
| 10-Party Planners: - Party Planners, Inc. System Upgrade  | 99.00            | 0.00            | \$4,077.25          | \$8,155.00            | \$4,077.75          | 50        |
| 10-Party Planners-2: - Party Planners, Inc. Tech Center   | 144.00           | 0.00            | \$5,827.44          | \$11,670.90           | \$5,843.46          | 50        |
| 10-Professional: - Professional Organizations             | 321.00           | 0.00            | \$17,560.00         | \$0.00                | (\$17,560.00)       | 0         |
| 10-Redondo Library: - Redondo Beach Library               | 47.50            | 386.00          | \$6,358.57          | \$8,237.97            | \$1,879.40          | 23        |
| 10-Staple Center: - Staples Center                        | 105.50           | 792.00          | \$4,509.23          | \$38,013.40           | \$33,504.17         | 88        |
| 10-Torrance Airport: - Torrance Airport Upgrade           | 314.25           | 0.00            | \$13,105.86         | \$22,844.36           | \$9,738.50          | 43        |
| 10-WW New Systems: - World Wide New Systems               | 925.50           | 0.00            | \$36,441.00         | \$65,335.24           | \$28,894.24         | 44        |
| <b>Grand Totals:</b>                                      | <b>18,990.00</b> | <b>5,864.00</b> | <b>\$730,299.16</b> | <b>\$1,368,163.38</b> | <b>\$637,864.22</b> | <b>47</b> |



# Hendricks Consulting LLC

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## Labor Distribution Report

Printed on: 3/10/2012  
 Page 1 of 1

| Employee           | Type   | Total Hours      | Direct Hours     | Direct OT Hours | Indirect Hours  | Actual Payroll Rate | Total Payroll       | Direct Payroll      | Dir. Overtime Premium Pay. | Indirect Payroll    |
|--------------------|--------|------------------|------------------|-----------------|-----------------|---------------------|---------------------|---------------------|----------------------------|---------------------|
| Allen Marcello     | Hourly | 1,507.50         | 1,371.75         | 0.00            | 135.75          | \$33.50             | \$60,227.50         | \$54,797.50         | \$0.00                     | \$5,430.00          |
| Bob Duncan         | Hourly | 730.50           | 651.50           | 0.00            | 79.00           | \$27.50             | \$24,569.38         | \$21,864.38         | \$0.00                     | \$2,705.00          |
| Bert Woolmer       | Hourly | 1,902.75         | 1,823.50         | 0.00            | 79.25           | \$40.00             | \$76,110.00         | \$72,940.00         | \$0.00                     | \$3,170.00          |
| Curtis James       | Hourly | 2,561.50         | 2,460.00         | 10.00           | 91.50           | \$35.00             | \$80,597.50         | \$76,883.75         | \$600.00                   | \$3,113.75          |
| Greg Wang          | Hourly | 46.00            | 46.00            | 0.00            | 0.00            | \$40.00             | \$2,690.00          | \$2,690.00          | \$0.00                     | \$0.00              |
| Jennifer Arlington | Hourly | 1,188.00         | 794.25           | 0.00            | 393.75          | \$60.00             | \$67,785.38         | \$44,160.38         | \$0.00                     | \$23,625.00         |
| John Ramsey        | Hourly | 46.50            | 46.50            | 0.00            | 0.00            | \$55.00             | \$2,972.38          | \$2,972.38          | \$0.00                     | \$0.00              |
| Mark Kerns         | Hourly | 2,327.50         | 601.75           | 0.00            | 1,725.75        | \$27.50             | \$43,066.63         | \$13,728.88         | \$0.00                     | \$29,337.75         |
| Richard Curtis     | Hourly | 1,058.25         | 974.25           | 0.00            | 84.00           | \$33.50             | \$42,000.51         | \$38,640.51         | \$0.00                     | \$3,360.00          |
| Riley Thomas       | Hourly | 1,038.00         | 960.00           | 0.00            | 78.00           | \$35.00             | \$36,623.75         | \$33,893.75         | \$0.00                     | \$2,730.00          |
| Sarah Beth         | Hourly | 1,937.75         | 1,861.75         | 0.00            | 76.00           | \$35.00             | \$67,821.25         | \$65,161.25         | \$0.00                     | \$2,660.00          |
| Rose Annbach       | Hourly | 884.25           | 774.50           | 0.00            | 109.75          | \$40.00             | \$34,130.52         | \$29,740.52         | \$0.00                     | \$4,390.00          |
| Sally Lawrence     | Hourly | 1,912.50         | 299.00           | 0.00            | 1,613.50        | \$24.50             | \$27,512.03         | \$7,148.26          | \$0.00                     | \$20,363.77         |
| Walter Birch       | Hourly | 1,891.75         | 1,650.25         | 0.00            | 241.50          | \$50.00             | \$99,609.27         | \$87,534.27         | \$0.00                     | \$12,075.00         |
|                    |        | <b>19,032.75</b> | <b>14,315.00</b> | <b>10.00</b>    | <b>4,707.75</b> |                     | <b>\$665,716.10</b> | <b>\$552,155.83</b> | <b>\$600.00</b>            | <b>\$112,960.27</b> |

# Hendricks Consulting LLC

Date Range - 01/01/2013 to 03/15/2013

## Contract Analysis

Printed on: 3/15/2013 Page 1 of 1

\*billed excludes discounts and extras

[enable breakdown](#)

| Project ID - Name                                       | Contract Amount       | Filtered Period (spent) | Filtered Period (billed) | Project To Date (spent) | Project To Date (billed) | Contractual Balance (spent) | Contractual Balance (billed) | Est. % Comp. | Act. % Comp. |
|---|-----------------------|-------------------------|--------------------------|-------------------------|--------------------------|-----------------------------|------------------------------|--------------|--------------|
| 09-PV Country Club: - <i>PV Country Club</i>            | \$73,115.00           | \$9,780.00              | \$8,615.00               | \$42,813.75             | \$34,408.75              | \$30,301.25                 | \$38,706.25                  | 58.6%        | 47.1%        |
| 10-CBS New System: - <i>Crystal Blue Waters Ne</i>      | \$3,500.00            | \$0.00                  | \$0.00                   | \$2,630.00              | \$2,500.00               | \$870.00                    | \$1,000.00                   | 75.1%        | 71.4%        |
| 10-CBS Support: - <i>Crystal Blue Waters Ongo</i>       | \$7,800.00            | \$855.00                | \$0.00                   | \$7,375.00              | \$5,225.00               | \$425.00                    | \$2,575.00                   | 94.6%        | 67.0%        |
| 10-City Health Dept: - <i>City Health Departm</i>       | \$75,000.00           | \$300.00                | \$53,847.50              | \$67,478.75             | \$53,856.25              | \$7,521.25                  | \$21,143.75                  | 90.0%        | 71.8%        |
| 10-Crystal Blue Water: - <i>Crystal Blue Waters N</i>   | \$10,000.00           | \$2,660.00              | \$1,335.00               | \$21,080.00             | \$10,335.00              | (\$11,080.00)               | (\$335.00)                   | 210.8%       | 103.4%       |
| 10-DWP: - <i>Dept. of Water &amp; Power</i>             | \$46,000.00           | \$1,647.50              | \$0.00                   | \$21,525.00             | \$13,827.50              | \$24,475.00                 | \$32,172.50                  | 46.8%        | 30.1%        |
| 10-Fun Foods: - <i>Fun Foods 2.0 Upgrade</i>            | \$15,000.00           | \$3,280.00              | \$0.00                   | \$20,965.00             | \$15,380.00              | (\$5,965.00)                | (\$380.00)                   | 139.8%       | 102.5%       |
| 10-Green Thumb: - <i>Green Thumb Starter Syste</i>      | \$10,500.00           | \$340.00                | \$0.00                   | \$18,603.75             | \$5,000.00               | (\$8,103.75)                | \$5,500.00                   | 177.2%       | 47.6%        |
| 10-Harbor Bldg 42: - <i>Long Beach Harbor Term</i>      | \$75,000.00           | \$1,688.75              | \$1,328.75               | \$2,837.50              | \$1,328.75               | \$72,162.50                 | \$73,671.25                  | 3.8%         | 1.8%         |
| 10-Harbor Terminal Bldg 61: - <i>Long Beach Ha</i>      | \$157,000.00          | \$1,865.00              | \$0.00                   | \$7,010.00              | \$2,755.00               | \$149,990.00                | \$154,245.00                 | 4.5%         | 1.8%         |
| <b>10-Hilliard Resd: - Hilliard Residence</b>           |                       |                         |                          |                         |                          |                             |                              |              |              |
| 10-Hilliard:1-SD - <i>Hilliard Residence-Schematic</i>  | \$20,000.00           | \$3,210.00              | \$12,985.00              | \$3,210.00              | \$12,985.00              | \$16,790.00                 | \$7,015.00                   | 16.1%        | 64.9%        |
| 10-Hilliard:2-DD - <i>Hilliard Residence Design De</i>  | \$10,000.00           | \$218.75                | \$6,495.00               | \$10,493.75             | \$8,995.00               | (\$493.75)                  | \$1,005.00                   | 104.9%       | 90.0%        |
| 10-Hilliard:3-CD - <i>Hilliard Residence-CD</i>         | \$50,000.00           | \$0.00                  | \$25,000.00              | \$9,084.00              | \$25,000.00              | \$40,916.00                 | \$25,000.00                  | 18.2%        | 50.0%        |
| 10-Hilliard:4-CA - <i>Hilliard Residence-CA</i>         | \$20,000.00           | \$17,659.00             | \$0.00                   | \$31,893.00             | \$5,000.00               | (\$11,893.00)               | \$15,000.00                  | 159.5%       | 25.0%        |
| <b>10-Hilliard Resd: Totals:</b>                        | <b>\$100,000.00</b>   | <b>\$21,087.75</b>      | <b>\$44,480.00</b>       | <b>\$54,680.75</b>      | <b>\$51,980.00</b>       | <b>\$45,319.25</b>          | <b>\$48,020.00</b>           | <b>54.7%</b> | <b>52.0%</b> |
| <b>10-Main: - Housing &amp; Urban Development</b>       |                       |                         |                          |                         |                          |                             |                              |              |              |
| 10-MAIN:1-SD - <i>HUD - Schematic Design</i>            | \$25,000.00           | \$5,060.00              | \$5,710.00               | \$5,710.00              | \$8,210.00               | \$19,290.00                 | \$16,790.00                  | 22.8%        | 32.8%        |
| 10-MAIN:2-CD - <i>HUD - Construction Docume</i>         | \$87,500.00           | \$14,610.00             | \$18,810.00              | \$18,810.00             | \$24,060.00              | \$68,690.00                 | \$63,440.00                  | 21.5%        | 27.5%        |
| 10-MAIN:3-CA - <i>HUD - Construction Administr</i>      | \$12,500.00           | \$0.00                  | \$0.00                   | \$675.00                | \$500.00                 | \$11,825.00                 | \$12,000.00                  | 5.4%         | 4.0%         |
| <b>10-Main: Totals:</b>                                 | <b>\$125,000.00</b>   | <b>\$19,670.00</b>      | <b>\$24,520.00</b>       | <b>\$25,195.00</b>      | <b>\$32,770.00</b>       | <b>\$99,805.00</b>          | <b>\$92,230.00</b>           | <b>20.2%</b> | <b>26.2%</b> |
| 10-Municipal Offices: - <i>Municipal Offices Fea</i>    | \$2,200.00            | \$0.00                  | \$1,905.00               | \$1,922.50              | \$1,922.50               | \$277.50                    | \$277.50                     | 87.4%        | 87.4%        |
| 10-Municipal Offices-2: - <i>Municipal Offices D</i>    | \$65,000.00           | \$6,490.00              | \$0.00                   | \$19,945.00             | \$75,000.00              | \$45,055.00                 | (\$10,000.00)                | 30.7%        | 115.4%       |
| 10-Party Planners: - <i>Party Planners, Inc. System</i> | \$30,000.00           | \$0.00                  | \$17,500.00              | \$8,137.50              | \$25,637.50              | \$21,862.50                 | \$4,362.50                   | 27.1%        | 85.5%        |
| 10-Redondo Library: - <i>Redondo Beach Libra</i>        | \$75,000.00           | \$0.00                  | \$3,750.00               | \$3,860.00              | \$7,310.00               | \$71,140.00                 | \$67,690.00                  | 5.1%         | 9.7%         |
| 10-Staple Center: - <i>Staples Center</i>               | \$250,000.00          | \$0.00                  | \$0.00                   | \$8,040.00              | \$7,040.00               | \$241,960.00                | \$242,960.00                 | 3.2%         | 2.8%         |
| 10-Torrance Airport: - <i>Torrance Airport Upgra</i>    | \$100,000.00          | \$0.00                  | \$3,911.20               | \$25,970.64             | \$22,719.95              | \$74,029.36                 | \$77,280.05                  | 26.0%        | 22.7%        |
| 10-WW New Systems: - <i>World Wide New Syste</i>        | \$25,600.00           | \$3,430.00              | \$23,065.00              | \$57,655.00             | \$43,110.00              | (\$32,055.00)               | (\$17,510.00)                | 225.2%       | 168.4%       |
| <b>Grand Totals:</b>                                    | <b>\$1,245,715.00</b> | <b>\$73,094.00</b>      | <b>\$184,257.45</b>      | <b>\$417,725.14</b>     | <b>\$412,106.20</b>      | <b>\$1,188,060.00</b>       | <b>\$833,608.80</b>          | <b>33.5%</b> | <b>33.1</b>  |

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## Contract Spent by Project - Services & Expenses

Printed on: 3/15/2013

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Filters Used:

- Project ID: 09-PV Country Club: to 10-Hillard:3-CD

\*Contracted projects have either a service or expense contract amount.

| Project ID - Name   | Total Cont. Amount  | Service Cont. Amount | Service Spent       | Service Balance     | Expense Cont. Amount | Expense Spent      | Expense Balance | *Contracted Balance |
|---|---------------------|----------------------|---------------------|---------------------|----------------------|--------------------|-----------------|---------------------|
| <b>Contracted Projects</b>  |                     |                      |                     |                     |                      |                    |                 |                     |
| 09-PV Country Club: - PV Country Club                               |                     | \$73,115.00          | \$45,288.75         | \$27,826.25         | \$0.00               | \$2,500.00         | \$0.00          | \$25,326.25         |
| 10-CBS New System: - Crystal Blue Waters New System Evaluation      |                     | \$3,500.00           | \$5,085.00          | (\$1,585.00)        | \$0.00               | \$0.00             | \$0.00          | (\$1,585.00)        |
| 10-CBS Support: - Crystal Blue Waters Ongoing Support               |                     | \$7,800.00           | \$21,169.25         | (\$13,369.25)       | \$0.00               | \$0.00             | \$0.00          | (\$13,369.25)       |
| 10-City Health Dept: - City Health Department                       |                     | \$75,000.00          | \$67,778.75         | \$7,221.25          | \$0.00               | \$0.00             | \$0.00          | \$7,221.25          |
| 10-Crystal Blue Water: - Crystal Blue Waters New System Installatio |                     | \$10,000.00          | \$38,240.00         | (\$28,240.00)       | \$0.00               | \$575.00           | \$0.00          | (\$28,815.00)       |
| 10-DWP: - Dept. of Water & Power                                    |                     | \$46,000.00          | \$21,287.50         | \$24,712.50         | \$0.00               | \$1,077.50         | \$0.00          | \$23,635.00         |
| 10-Fun Foods: - Fun Foods 2.0 Upgrade                               |                     | \$15,000.00          | \$21,345.00         | (\$6,345.00)        | \$0.00               | \$0.00             | \$0.00          | (\$6,345.00)        |
| 10-Green Thumb: - Green Thumb Starter System                        |                     | \$10,500.00          | \$26,453.75         | (\$15,953.75)       | \$0.00               | \$0.00             | \$0.00          | (\$15,953.75)       |
| 10-Harbor Bldg 42: - Long Beach Harbor Terminal Bldg. 42            |                     | \$75,000.00          | \$11,305.00         | \$63,695.00         | \$0.00               | \$0.00             | \$0.00          | \$63,695.00         |
| 10-Harbor Terminal Bldg 61: - Long Beach Harbor Terminal Bldg. 6    |                     | \$157,000.00         | \$7,010.00          | \$149,990.00        | \$0.00               | \$0.00             | \$0.00          | \$149,990.00        |
| 10-Hillard Resd: - Hilliard Residence                               |                     | \$100,000.00         | \$0.00              | \$100,000.00        | \$0.00               | \$0.00             | \$0.00          | \$100,000.00        |
| 10-Hillard:1-SD - Hilliard Residence-Schematic Design               |                     | \$20,000.00          | \$3,210.00          | \$16,790.00         | \$0.00               | \$0.00             | \$0.00          | \$16,790.00         |
| 10-Hillard:2-DD - Hilliard Residence Design Development             |                     | \$10,000.00          | \$20,987.50         | (\$10,987.50)       | \$0.00               | \$0.00             | \$0.00          | (\$10,987.50)       |
| 10-Hillard:3-CD - Hilliard Residence-CD                             |                     | \$50,000.00          | \$18,168.00         | \$31,832.00         | \$0.00               | \$3,200.00         | \$0.00          | \$28,632.00         |
| <b>Individual Contracted Totals:</b>                                |                     | <b>\$652,915.00</b>  | <b>\$307,328.50</b> | <b>\$345,586.50</b> | <b>\$0.00</b>        | <b>\$0.00</b>      | <b>\$0.00</b>   |                     |
| <b>Full Contracted Totals:</b>                                      | <b>\$652,915.00</b> |                      | <b>\$307,328.50</b> |                     |                      | <b>\$7,352.50</b>  |                 | <b>\$338,234.00</b> |
| <b>Non-Contracted Projects</b>                                      |                     |                      |                     |                     |                      |                    |                 |                     |
| 10 Municipal Offices - 3: - Municipal Offices Technical Support     |                     | \$0.00               | \$189,917.25        | \$0.00              | \$0.00               | \$5,002.85         | \$0.00          | \$0.00              |
| 10-BQE General: - BQES General Office                               |                     | \$0.00               | \$183,763.75        | \$0.00              | \$0.00               | \$4,325.00         | \$0.00          | \$0.00              |
| 10-Dept Of City Services: - Dept. of City Services                  |                     | \$0.00               | \$29,557.50         | \$0.00              | \$0.00               | \$123.75           | \$0.00          | \$0.00              |
| 10-Harbor: - Long Beach Harbor                                      |                     | \$0.00               | \$6,332.50          | \$0.00              | \$0.00               | \$8,765.24         | \$0.00          | \$0.00              |
| <b>Non-Contracted Totals:</b>                                       |                     |                      | <b>\$409,571.00</b> |                     |                      | <b>\$18,216.84</b> |                 |                     |
| <b>Full &amp; Non-Contracted Spent Totals:</b>                      |                     |                      | <b>\$716,899.50</b> |                     |                      | <b>\$25,569.34</b> |                 |                     |

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Work in Hand by Client & Project

Printed on: 3/15/2013

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Filters Used:

- Client ID: Allied Tech to GlobalTech

| Project ID - Name  | Type      | Contract            | Serv Amt            | Exp Amt            | Amt Billed          | Paid                | Un-Paid            | WIP                 | Un-Billed           |
|--|-----------|---------------------|---------------------|--------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| <b>Allied Tech - Allied Technology</b>                         |           |                     |                     |                    |                     |                     |                    |                     |                     |
| 10-Staple Center: - <i>Staples Center</i>                      | Fixed     | \$250,000.00        | \$37,500.00         | \$513.40           | \$38,013.40         | \$32,553.40         | \$5,460.00         | -                   | \$212,500.00        |
| <b>Allied Tech Total:</b>                                      |           | <b>\$250,000.00</b> | <b>\$37,500.00</b>  | <b>\$513.40</b>    | <b>\$38,013.40</b>  | <b>\$32,553.40</b>  | <b>\$5,460.00</b>  | <b>-</b>            | <b>\$212,500.00</b> |
| <b>City Services - City Services Dept.</b>                     |           |                     |                     |                    |                     |                     |                    |                     |                     |
| 09-PV Country Club: - <i>PV Country Club</i>                   | Hourly    | \$73,115.00         | \$35,283.75         | \$17,368.80        | \$53,016.82         | \$39,201.32         | \$13,815.50        | \$7,995.00          | \$35,331.25         |
| 10-City Health Dept: - <i>City Health Department</i>           | HNTE      | \$75,000.00         | \$67,778.75         | \$1,289.99         | \$69,103.80         | \$68,379.14         | \$724.66           | \$3,644.03          | \$7,221.20          |
| 10-Dept Of City Services: - <i>Dept. of City Services</i>      | Hourly    | -                   | \$28,567.50         | \$123.75           | \$28,691.25         | \$28,650.00         | \$41.25            | \$990.00            | N/A                 |
| 10-Redondo Library: - <i>Redondo Beach Library</i>             | HNTE      | \$75,000.00         | \$3,760.00          | \$4,477.97         | \$8,347.97          | \$4,287.97          | \$4,060.00         | -                   | \$67,490.00         |
| <b>City Services Total:</b>                                    |           | <b>\$223,115.00</b> | <b>\$135,390.00</b> | <b>\$23,260.51</b> | <b>\$159,159.84</b> | <b>\$140,518.43</b> | <b>\$18,641.41</b> | <b>\$12,629.03</b>  | <b>\$110,042.45</b> |
| <b>County - County Municipal Offices</b>                       |           |                     |                     |                    |                     |                     |                    |                     |                     |
| 10 Municipal Offices - 3: - <i>Municipal Offices Technical</i> | Hourly    | -                   | \$11,734.75         | \$5,002.85         | \$16,987.60         | \$13,609.05         | \$3,378.55         | \$178,182.50        | N/A                 |
| 10-CBS New System: - <i>Crystal Blue Waters New System</i>     | Fixed     | \$3,500.00          | \$2,740.00          | -                  | \$2,740.00          | \$2,500.00          | \$240.00           | \$2,200.00          | \$760.00            |
| 10-CBS Support: - <i>Crystal Blue Waters Ongoing Support</i>   | Hourly    | \$7,800.00          | \$17,895.00         | -                  | \$17,895.00         | \$15,225.00         | \$2,670.00         | \$3,274.25          | OVER                |
| 10-Crystal Blue Water: - <i>Crystal Blue Waters New System</i> | Fixed     | \$10,000.00         | \$19,760.00         | \$575.00           | \$20,405.00         | \$11,500.00         | \$8,905.00         | \$7,180.00          | OVER                |
| 10-Harbor Bldg 42: - <i>Long Beach Harbor Terminal Bldg.</i>   | HNTE      | \$75,000.00         | \$20,822.50         | \$523.10           | \$21,345.60         | \$13,562.84         | \$7,782.76         | \$3,577.50          | \$54,177.50         |
| 10-Harbor Terminal Bldg 61: - <i>Long Beach Harbor Term</i>    | %         | \$157,000.00        | \$34,035.00         | \$326.95           | \$34,361.95         | \$23,081.95         | \$11,280.00        | -                   | \$122,965.00        |
| 10-Harbor: - <i>Long Beach Harbor</i>                          | Hourly    | -                   | \$5,882.50          | \$565.24           | \$6,447.74          | \$3,550.24          | \$2,897.50         | \$8,200.00          | N/A                 |
| 10-Long Beach Harbor: - <i>Long Beach Harbor - Recurin</i>     | Recurring | -                   | \$8,000.00          | -                  | \$8,000.00          | \$6,000.00          | \$2,000.00         | \$9,156.00          | N/A                 |
| 10-Municipal Offices: - <i>Municipal Offices Feasibility</i>   | Fixed     | \$2,200.00          | \$1,922.50          | \$185.99           | \$2,108.49          | \$2,033.49          | \$75.00            | \$150.00            | \$277.50            |
| 10-Municipal Offices-2: - <i>Municipal Offices Developme</i>   | Fixed     | \$65,000.00         | \$147,830.00        | \$524.35           | \$144,604.36        | \$136,312.43        | \$8,291.93         | \$997.65            | OVER                |
| <b>County Total:</b>   |           | <b>\$320,500.00</b> | <b>\$270,622.25</b> | <b>\$7,703.48</b>  | <b>\$274,895.74</b> | <b>\$227,375.00</b> | <b>\$47,520.74</b> | <b>\$212,917.90</b> | <b>\$178,180.00</b> |
| <b>Factor Foundation - Factor Foundation</b>                   |           |                     |                     |                    |                     |                     |                    |                     |                     |
| 10-Fun Foods: - <i>Fun Foods 2.0 Upgrade</i>                   | Fixed     | \$15,000.00         | \$25,848.75         | -                  | \$25,854.07         | \$15,000.00         | \$10,854.07        | \$220.00            | OVER                |
| <b>Factor Foundation Total:</b>                                |           | <b>\$15,000.00</b>  | <b>\$25,848.75</b>  | <b>-</b>           | <b>\$25,854.07</b>  | <b>\$15,000.00</b>  | <b>\$10,854.07</b> | <b>\$220.00</b>     | <b>-</b>            |
| <b>Global Tech - Global Technology</b>                         |           |                     |                     |                    |                     |                     |                    |                     |                     |
| 10-Green Thumb: - <i>Green Thumb Starter System</i>            | Fixed     | \$10,500.00         | \$9,000.00          | \$339.02           | \$9,339.02          | \$5,000.00          | \$4,339.02         | \$5,905.00          | \$1,500.00          |
| <b>Global Tech Total:</b>                                      |           | <b>\$10,500.00</b>  | <b>\$9,000.00</b>   | <b>\$339.02</b>    | <b>\$9,339.02</b>   | <b>\$5,000.00</b>   | <b>\$4,339.02</b>  | <b>\$5,905.00</b>   | <b>\$1,500.00</b>   |
| <b>Grand Total:</b>  |           | <b>\$819,115.00</b> | <b>\$478,361.00</b> | <b>\$31,816.41</b> | <b>\$507,262.07</b> | <b>\$420,446.83</b> | <b>\$86,815.24</b> | <b>\$231,671.93</b> | <b>\$502,222.45</b> |

# Hendricks Consulting LLC

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## Employee Utilization

Printed on: 3/15/2013

Page 1 of 1

| Employee  | Billable                   | Non-Bill              | Marketing              | Overhead                  | Vacation               | Sick                  | Holiday                | Hours            |
|---|----------------------------|-----------------------|------------------------|---------------------------|------------------------|-----------------------|------------------------|------------------|
| <b>AM - Allen Marcello</b><br><i>System Administrator</i>           | 1,375.50<br>91.23%         | 30.00<br>1.99%        | 0.00<br>0.00%          | 0.00<br>0.00%             | 18.00<br>1.19%         | 12.25<br>0.81%        | 72.00<br>4.78%         | <b>1,507.75</b>  |
| <b>BD - Bob Duncan</b><br><i>Draftsman</i>                          | 651.50<br>89.19%           | 0.00<br>0.00%         | 5.00<br>0.68%          | 0.00<br>0.00%             | 24.00<br>3.29%         | 0.00<br>0.00%         | 50.00<br>6.84%         | <b>730.50</b>    |
| <b>BW - Bert Woolmer</b><br><i>Director</i>                         | 1,823.50<br>95.83%         | 0.25<br>0.01%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 18.00<br>0.95%         | 0.00<br>0.00%         | 61.00<br>3.21%         | <b>1,902.75</b>  |
| <b>CJ - Curtis James</b><br><i>Senior Engineer</i>                  | 2,439.25<br>96.85%         | 5.75<br>0.23%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 15.50<br>0.62%         | 0.00<br>0.00%         | 58.00<br>2.30%         | <b>2,518.50</b>  |
| <b>Geo Engineering - Greg Wang</b><br><i>Geotechnical Engineers</i> | 46.00<br>100.00%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 0.00<br>0.00%          | 0.00<br>0.00%         | 0.00<br>0.00%          | <b>46.00</b>     |
| <b>JA - Jennifer Arlington</b><br><i>Principal</i>                  | 794.25<br>66.86%           | 9.25<br>0.78%         | 230.50<br>19.40%       | 18.00<br>1.52%            | 57.00<br>4.80%         | 0.00<br>0.00%         | 79.00<br>6.65%         | <b>1,188.00</b>  |
| <b>JD Consulting - John Ramsey</b><br><i>MEP Engineers</i>          | 46.50<br>100.00%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 0.00<br>0.00%          | 0.00<br>0.00%         | 0.00<br>0.00%          | <b>46.50</b>     |
| <b>MK - Mark Kerns</b><br><i>Jr. Architect</i>                      | 601.75<br>25.85%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 1,605.75<br>68.99%        | 40.00<br>1.72%         | 0.00<br>0.00%         | 80.00<br>3.44%         | <b>2,327.50</b>  |
| <b>RC - Richard Curtis</b><br><i>Senior Engineer</i>                | 974.25<br>92.06%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 16.00<br>1.51%         | 0.00<br>0.00%         | 68.00<br>6.43%         | <b>1,058.25</b>  |
| <b>RT - Riley Thomas</b><br><i>Sr. Architect</i>                    | 960.00<br>92.49%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 18.00<br>1.73%         | 0.00<br>0.00%         | 60.00<br>5.78%         | <b>1,038.00</b>  |
| <b>SB - Sarah Beth</b><br><i>Jr. Consultant</i>                     | 1,861.75<br>96.08%         | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 18.00<br>0.93%         | 0.00<br>0.00%         | 58.00<br>2.99%         | <b>1,937.75</b>  |
| <b>SE - Rose Annbach</b><br><i>Office Manager</i>                   | 774.50<br>87.59%           | 0.00<br>0.00%         | 0.00<br>0.00%          | 0.00<br>0.00%             | 26.75<br>3.03%         | 6.00<br>0.68%         | 77.00<br>8.71%         | <b>884.25</b>    |
| <b>SL - Sally Lawrence</b><br><i>Jr. Architect</i>                  | 299.00<br>15.63%           | 0.50<br>0.03%         | 0.00<br>0.00%          | 1,469.00<br>76.81%        | 40.00<br>2.09%         | 8.00<br>0.42%         | 96.00<br>5.02%         | <b>1,912.50</b>  |
| <b>WB - Walter Birch</b><br><i>General Manager</i>                  | 1,650.25<br>87.23%         | 4.25<br>0.22%         | 85.50<br>4.52%         | 41.75<br>2.21%            | 38.00<br>2.01%         | 0.00<br>0.00%         | 72.00<br>3.81%         | <b>1,891.75</b>  |
| <b>Grand Total:</b>   | <b>14,298.00</b><br>75.29% | <b>50.00</b><br>0.26% | <b>321.00</b><br>1.69% | <b>3,134.50</b><br>16.51% | <b>329.25</b><br>1.73% | <b>26.25</b><br>0.14% | <b>831.00</b><br>4.38% | <b>18,990.00</b> |

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Staff Profit Report - Billed

YTD Date Range: 1/1/2012 - 3/10/2012

Printed on: 3/10/2012

Filters Used:

- Employee Date Hired: 1/1/1970 to 12/31/2011

|                               | HOURS     |              |           |            | AMOUNT                           |                  |                      |                           |              | PROFIT ANALYSIS |                        |              |              |
|-------------------------------|-----------|--------------|-----------|------------|----------------------------------|------------------|----------------------|---------------------------|--------------|-----------------|------------------------|--------------|--------------|
|                               | Billable  | Non-Billable | Total     | % Billable | Billable Labor                   | Billable Expense | Non-Billable Expense | Total \$                  | WU/WD \$     | Billed          | Billable               | Cost         | Profit       |
| <b>Rose Annbach (SE)</b>      |           |              |           |            |                                  |                  |                      |                           |              |                 |                        |              |              |
| Curr->                        | 774.50    | 109.75       | 884.25    | 87.59%     | \$60,400.00                      | \$0.00           | \$0.00               | \$60,400.00               | \$33,091.61  | \$83,026.61     | \$93,491.61            | \$33,360.24  | \$49,666.37  |
| YTD->                         | 129.50    | 8.00         | 137.50    | 94.18%     | \$10,165.00                      | \$0.00           | \$0.00               | \$10,165.00               | \$0.00       | \$9,495.00      | \$10,165.00            | \$5,248.78   | \$4,246.22   |
| YTD Net Billable to Billable: |           |              | 100.00%   |            | YTD Effective Earnings per Hour: |                  | \$78.49              | YTD Realization per Hour: |              | \$73.32         | YTD Earnings per Hour: |              | \$73.93      |
| <b>Sally Lawrence (SL)</b>    |           |              |           |            |                                  |                  |                      |                           |              |                 |                        |              |              |
| Curr->                        | 299.00    | 1,613.50     | 1,912.50  | 15.63%     | \$25,286.75                      | \$2,621.05       | \$0.00               | \$27,907.80               | \$1,190.77   | \$22,967.92     | \$29,098.57            | \$29,869.88  | (\$6,901.96) |
| YTD->                         | 30.00     | 8.00         | 38.00     | 78.95%     | \$2,565.00                       | \$373.67         | \$0.00               | \$2,938.67                | (\$456.97)   | \$2,481.70      | \$2,481.70             | \$1,190.63   | \$1,291.07   |
| YTD Net Billable to Billable: |           |              | 84.45%    |            | YTD Effective Earnings per Hour: |                  | \$82.72              | YTD Realization per Hour: |              | \$82.72         | YTD Earnings per Hour: |              | \$65.31      |
| <b>Walter Birch (WB)</b>      |           |              |           |            |                                  |                  |                      |                           |              |                 |                        |              |              |
| Curr->                        | 1,650.25  | 241.50       | 1,891.75  | 87.23%     | \$191,650.00                     | \$2,703.10       | \$0.00               | \$194,353.10              | \$2,906.64   | \$136,847.24    | \$197,259.74           | \$104,190.69 | \$32,656.55  |
| YTD->                         | 334.25    | 8.75         | 343.00    | 97.45%     | \$39,275.00                      | \$0.00           | \$0.00               | \$39,275.00               | (\$2,192.59) | \$31,094.91     | \$37,082.41            | \$18,690.54  | \$12,404.37  |
| YTD Net Billable to Billable: |           |              | 94.42%    |            | YTD Effective Earnings per Hour: |                  | \$110.94             | YTD Realization per Hour: |              | \$93.03         | YTD Earnings per Hour: |              | \$108.11     |
| <b>Grand Total</b>            |           |              |           |            |                                  |                  |                      |                           |              |                 |                        |              |              |
| Curr->                        | 14,232.50 | 4,707.75     | 18,940.25 | 75.14%     | \$1,203,463.14                   | \$24,851.75      | \$4,362.50           | \$1,232,677.39            | \$82,941.54  | \$1,042,893.47  | \$1,311,256.43         | \$687,072.80 | \$355,820.67 |
| YTD->                         | 2,017.50  | 88.00        | 2,105.50  | 95.82%     | \$175,150.00                     | \$5,560.49       | \$4,325.00           | \$185,035.49              | (\$789.00)   | \$151,711.03    | \$179,921.49           | \$91,183.59  | \$60,527.44  |
| YTD Net Billable to Billable: |           |              | 99.56     |            | YTD Effective Earnings per Hour: |                  | \$89.18              | YTD Realization per Hour: |              | \$75.20         | YTD Earnings per Hour: |              | \$85.45      |



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