

TJPDC-2023-01 Financial Services

Questions and Answers

- 1) What payroll platform does TJPDC use to process payroll?
 - a) The TJPDC uses Dominion Payroll to process payroll.

- 2) Will the contractor be responsible for handling the cost for processing payroll?
 - a) No, the contractor will not be responsible for handling the cost for processing payroll.

- 3) How are the requested services currently being performed (i.e., internally, outside contractor, etc.)
 - a) The requested services were previously performed internally. Through emergency procurement and in the immediate term, the services are being provided by an outside contractor.

- 4) How are timesheets currently recorded and entered?
 - a) Currently, timesheets are recorded in Sage Time and entered into QuickBooks manually. However, our payroll platform no longer supports Sage Time so we are in the process of converting to Kronos and time will be entered in QuickBooks manually.

- 5) Has TJPDC considered implementing accounting system other than QuickBooks?
 - a) The TJPDC would consider implementing an accounting system other than QuickBooks dependent upon implementation costs and accessibility.