

## PAYROLL & MATERIAL CLAIMS REPORT

### **Payroll & Material Claims**

### **Employee Count**

| Date          | Payroll        | Vendor         | Total           | Full-time | Half-time | Part-time | Seasonal | Elected | Total |
|---------------|----------------|----------------|-----------------|-----------|-----------|-----------|----------|---------|-------|
| Dec-19        | \$3,726,272.51 | \$4,273,968.36 | \$8,000,240.87  | 526       | 13        | 146       | 0        | 7       | 692   |
| Jan-20        | \$3,886,422.68 | \$3,190,448.65 | \$7,076,871.33  | 525       | 13        | 143       | 0        | 7       | 688   |
| Feb-20        | \$3,672,896.72 | \$2,645,111.02 | \$6,318,007.74  | 524       | 13        | 145       | 0        | 7       | 689   |
| Mar-20        | \$3,711,335.27 | \$1,966,824.00 | \$5,678,159.27  | 524       | 13        | 146       | 1        | 7       | 691   |
| Apr-20        | \$3,729,457.21 | \$3,176,923.66 | \$6,906,380.87  | 521       | 13        | 135       | 40       | 7       | 716   |
| May-20        | \$5,264,743.45 | \$3,114,060.48 | \$8,378,803.93  | 522       | 13        | 133       | 50       | 7       | 725   |
| Jun-20        | \$3,797,487.87 | \$3,812,217.78 | \$7,609,705.65  | 525       | 11        | 129       | 101      | 7       | 773   |
| Jul-20        | \$3,802,944.82 | \$3,759,239.98 | \$7,562,184.80  | 523       | 11        | 128       | 99       | 7       | 768   |
| Aug-20        | \$3,812,833.20 | \$5,360,941.06 | \$9,173,774.26  | 520       | 11        | 127       | 94       | 7       | 759   |
| Sep-20        | \$3,781,026.24 | \$3,022,563.23 | \$6,803,589.47  | 523       | 11        | 123       | 39       | 7       | 703   |
| Oct-20        | \$5,462,380.27 | \$4,550,358.27 | \$10,012,738.54 | 523       | 13        | 124       | 28       | 7       | 695   |
| Nov-20        | \$4,210,298.91 | \$1,973,164.75 | \$6,183,463.66  | 529       | 12        | 124       | 18       | 7       | 690   |
| Dec-20        | \$3,633,153.52 | \$2,710,534.00 | \$6,343,687.52  | 535       | 12        | 125       | 2        | 7       | 681   |
| 1 mo. change: |                |                |                 | 6         | 0         | 1         | -16      | 0       | -9    |

DATE: January 7, 2021

1. Total payroll and material claims: **\$6,343,687.52**

Of which: Payroll related: \$3,633,153.52 [employees (-9)]  
Vendor claims: \$2,710,534.00

2. Large Vendor claims:

|                                           |                       |                                                                          |
|-------------------------------------------|-----------------------|--------------------------------------------------------------------------|
| Motorola Solutions Inc                    | 496,756.30            | Fire- Radios, Batteries & Chargers(CARES Act Grant)                      |
| Mickelsen Construction Inc                | 169,923.94            | Street/Water- Paving Projects; Zoo Impr- Gravel                          |
| Depatco Inc                               | 156,690.77            | Airport Construction- Taxiway, Apron, & Other Projects                   |
| Superion LLC (CentralSquare)              | 125,546.99            | I.T.- Horizon Cloud Naviline Annual Fees less TCP Delay Credit           |
| Moreton and Company                       | 115,064.00            | Workers Comp. Policy, Consulting Fees                                    |
| Routeware Inc                             | 106,283.84            | Sanitation- Annual Service Fees                                          |
| Wells Fargo Purchase Card                 | 238,636.77            | December P-card cycle( transactions; report on reverse)                  |
| Bannock Co. Solid Waste                   | 105,807.75            | Sanitation - Landfill fees                                               |
| Idaho Power Co                            | 180,329.51            | Multiple Funds - electric utility                                        |
| Intermountain Gas                         | 26,523.88             | Multiple Funds - utility                                                 |
| Pocatello City of- Utility Bill Dept.     | 16,246.81             | Multiple Funds -Water, Sewer, Garbage                                    |
| <b>Remaining Large Vendor Claims</b>      |                       |                                                                          |
| Commercial Tire Inc                       | 10,803.27             | Fleet- Tires, Installs, Flat Repairs, Alignments                         |
| Conrad & Bischoff Inc.                    | 46,010.15             | Fuel Fund & Transit- Fuel                                                |
| CP Integrity Construction                 | 18,398.61             | Lead Grant- Lead Hazard Projects                                         |
| G4S(formerly Wackenhut)                   | 11,700.00             | Police- Crossing Guard Svcs (Nov 16-Dec 20)                              |
| Idaho Communications dba Day Wireless Sys | 55,601.00             | Fire- Radios(CARES Act Grant), Radio Mtnc                                |
| Idaho Materials & Construction-Poc        | 41,728.75             | WPC- Flandro Lift Station Upgrades                                       |
| Intermountain Claims                      | 31,619.24             | Workers Comp. Monthly Admin Fees                                         |
| ISU Grant & Contracts Office              | 34,185.46             | Sci&Env- Source Water Protection                                         |
| Keller Associates Inc                     | 13,245.00             | WPC- Facility Plan Update                                                |
| Land View Inc                             | 13,519.80             | WPC- Aluminum Sulfate Supply                                             |
| Lynch Oil Inc                             | 39,071.89             | Fleet & Airport- Fuel                                                    |
| Mastercraft                               | 10,569.50             | RPAC/CRC- Pool Chemicals, Filter Cover & Gasket                          |
| Morton Salt Inc                           | 10,580.63             | Street- Salt                                                             |
| Murraysmith Inc                           | 30,193.25             | Water- Pocatello Creek Pipeline/Booster Project Eng Svcs (Nov)           |
| NWFF Employee Benefit Trust               | 113,655.17            | Fire & Amb- Medical Insurance                                            |
| Platt Electric Supply                     | 13,430.20             | Street- Electrical Supplies; Sanitation- Photo Cells; Amb- Lith. Battery |
| Quality Overhead Door                     | 23,500.00             | Sanitation-Weld Shop Overhead Door                                       |
| Salt Lake Wholesale Sports                | 16,296.00             | Police- Firearms, Ammo                                                   |
| Thomas D Robison Roofing Inc              | 59,500.00             | WPC- Shop Roof                                                           |
| Western Recycling                         | 23,842.71             | Sanitation- Recycle Charges                                              |
| <b>Large Vendor Subtotal</b>              | <b>\$2,355,261.19</b> | Explains 86.89% of all vendor claims                                     |

**Of note:** Total vendor claims for the month of December FY2021 were down \$2,710,534.00 compared to December FY2020. This month reflected insurance, capital construction expenses, equipment, fuel, vehicles, repairs, supplies, and utility payments. It was a typical payroll month with 2 payrolls. Employee count reflected changes in full-time, half-time, & seasonal employees this month with a net decrease of 9. The Wells Fargo Purchase Card Program totaled \$238,636.77 in a 27-day cycle with 834 transactions, summarized below:

### December Purchase Card Activity Report

#### 1. Cycle statistics:

| <b>Purchase Card Activity Summary</b> |                       |               |                             |                         |                                           |
|---------------------------------------|-----------------------|---------------|-----------------------------|-------------------------|-------------------------------------------|
| <b>Cycle Date</b>                     | <b># Transactions</b> | <b>Amount</b> | <b>Avg Transaction Size</b> | <b># of Cardholders</b> | <b># of Cardholders with Transactions</b> |
| Dec-19                                | 1,114                 | \$277,388.22  | \$249.00                    | 261                     | 183                                       |
| Jan-20                                | 836                   | \$258,000.99  | \$308.61                    | 264                     | 167                                       |
| Feb-20                                | 1,360                 | \$251,844.62  | \$185.18                    | 265                     | 159                                       |
| Mar-20                                | 1,002                 | \$225,246.48  | \$224.80                    | 267                     | 153                                       |
| Apr-20                                | 681                   | \$221,521.08  | \$325.29                    | 264                     | 150                                       |
| May-20                                | 931                   | \$251,759.31  | \$270.42                    | 269                     | 163                                       |
| Jun-20                                | 1,172                 | \$259,476.29  | \$221.40                    | 268                     | 132                                       |
| Jul-20                                | 1,132                 | \$272,002.97  | \$240.29                    | 268                     | 147                                       |
| Aug-20                                | 1,098                 | \$296,979.50  | \$270.47                    | 268                     | 138                                       |
| Sep-20                                | 1,157                 | \$431,362.85  | \$372.83                    | 267                     | 153                                       |
| Oct-20                                | 1,275                 | \$448,547.20  | \$351.80                    | 274                     | 147                                       |
| Nov-20                                | 978                   | \$227,764.09  | \$232.89                    | 277                     | 154                                       |
| Dec-20                                | 834                   | \$238,636.77  | \$286.14                    | 273                     | 127                                       |

Cycle dates went 11/21/2020 thru 12/18/2020 (27 days)

#### 2. Transactions > \$10,000:

These 3 purchase agents had monthly totals greater than \$10,000, composed of multiple smaller purchases:

|                          |              |                                                                                                                                                                                                                         |
|--------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scharfen, Beau -WPC      | \$ 49,557.74 | LS Pumps, Collection Pump Parts, Digester Feed Valve, Check Valves, Panel Mount Computer for SCADA, Gaskets, Pipe, Light Bar, Strobe Kits, Guide Brackets, Conduit, Wire, Hose, Plumbing Parts, other parts & supplies. |
| Hoskins, Andres -Transit | \$ 18,881.67 | Cooler Upfit Kit, Tires, Cummins Turbo, Valve Kit, Shock Brackets, Lift Inspection, Oil Burner Svc, Ice Melt, other parts, repairs, & supplies.                                                                         |
| Figuerola, Juan -I.T.    | \$ 17,274.17 | Toughbooks, Low Profile Blade Antennas, Surface Pro, Body Camera Cradles, Camera Plates & Mount Dock Kits, other parts & supplies.                                                                                      |