

# Accordant Bulletin

Welcome to the Accordant Bulletin for Sage Master Builder users!

February 2010

Our goal is to provide you with tips and tricks to make you an expert in Sage Master Builder software. Accordant's consultants will teach you how to improve your productivity and knowledge of this powerful solution.



Our Sage Master Builder expert this month is Henry Lubas. Henry is a CPA and an MBA, and has worked with hundreds of Master Builder customers over the past 10 years.

***Here are Henry's tips on payroll processing for this month:***

Goodbye 2009 and thank goodness for 2010. I know that many people in America, and especially those in the construction trades, will share my sentiment. Last year we faced extraordinary challenges in one of the worst economic downturns that any of us can remember. But like with all challenges, there opportunities for those firms that have the foresight to recognize them, and the fortitude to take action. Those that do, are building their organizations for long term success and profitability.

I have been impressed recently that many of our clients that made the decision to purchase Sage Master Builder in the past few years, are coming back to Accordant asking how they can leverage their investment to gain efficiencies in their organization, cut costs and become more profitable. Perhaps they had lofty goals for their new system, but because of the volume of work they had in the past, they were able to only implemented core functionality. Now, with more time available, they are ready to use Sage Master Builder to take them to the next level.

Over the next few newsletters, I will be examining a few areas where I see the most immediate payback. We'll look at time collection, advanced job costing, document management and project management. Today, I'll focus on payroll processing.



## Accordant

**Lunch and Learn  
Session**

***Options for Payroll  
Processing in  
Master Builder***

***Date: Wed. February 17th from  
12pm-1pm.***

Please join us during your lunch hour to learn about the latest tips and tricks in Sage Master Builder!

Email Liz Salvas at [lsalvas@accordantco.com](mailto:lsalvas@accordantco.com) or call 973-887-8900 x103 to sign-up. You will receive a web link and dial-in phone number via email upon registration.

One of the reasons that firms upgrade to Sage Master Builder is the extensive payroll functionality for the construction industry. Their legacy system, either a low cost accounting system or payroll service, just did not provide the sophistication required to handle job costing, union payroll, certified reporting, prevailing wages, workers compensation tracking, time and material billing and hours to complete analysis. While Sage Master Builder handles that in spades, many organizations prefer the convenience and security of a payroll service. Here are the pros and cons of some of the approaches our clients have taken in this area:

### **1. Use Master Builder Payroll**

While Master Builder provides great functionality for payroll processing, the organization takes on the responsibility of keeping tax tables up to date, remitting taxes to the federal, state and local governments, producing quarterly reports (*Stay tuned for Version 15 that will include all state quarterly reports!*) and annual W-2's. While adding an administrative burden to the organization, these firms get the benefit of extensive job costing, certified payroll reports, etc. as well as eliminating the fees charged by a payroll company.

### **2. Use a Payroll Service – Post in Summary to Master Builder**

Some firms will use a payroll firm, submit hours and salary amounts to the service, and post summary journal entries back into Master Builder upon completion. While efficient, and quite a good choice if your company is primarily a construction manager or general contractor that does not need detail job costing, you lose the benefits of Master Builder payroll as listed above.

### **3. Use a Payroll Service – Manually Synchronize To Master Builder**

Many of our clients will set up Master Builder as if it were going to be producing payroll checks. Time is entered in one of the many ways that Master Builder captures time (daily payroll, daily field reports, service work orders or weekly) and after a trial compute, gross pay figures are printed on a report. Those figures are communicated to the payroll service for processing. Once the check register is received, the net amount for each check, is compared to the amount generated by Master Builder, and any differences are overridden in the 5-2-2 calculation tab, until the net check amounts agree. While this method provides the best of both worlds, once you get over 15-20 employees, the reconciliation process can be time consuming.

## Sage Master Builder Version 15

Key Enhancements:

- *Greater usability and enhanced productivity*
- *More comprehensive tax filing capabilities and improved payroll management*
- *Easier payroll records management*
- *Simplified, more logical workflow*
- *Enhanced Accounts Payable productivity and automation*

[Click here](#) to read more about Sage Master Builder Version 15 Enhancements.

## Training Options

Get the most out of your Sage Master Builder software investment with well-trained, knowledgeable staff. If you need help with reports, customization, or training of new employees, Accordant can help you!

Please contact Swati Raje, Director of Client Services at 973-887-8900 x105. Swati will work with you to set up an appointment for a Master Builder consultant to come on-site for any training you may need.

The Sage logo consists of the word "sage" in a lowercase, teal-colored, sans-serif font.

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#### **4. Integration with Payroll Service**

This approach is essentially the same as #3 above, except the upload, download and reconciliation process is automated. We have worked successfully with a product called PayDataLynx from Slimmer Software, to integrate Master Builder payroll with both ADP and Paychex. With this approach, clients get all the job costing and reporting benefits of Master Builder, the safety and security of a leading payroll provider, with a very efficient processing cycle. Despite an upfront cost, users save hours per week on payroll processing.

Before you decide which methodology works best for your business, be sure you know the pros and cons of each option. The consultants at Accordant have experience with all of these choices, so please contact us for any additional assistance you may need.

***Please join us at our upcoming Lunch and Learn on Wednesday, February 17th at 12pm where we will discuss these options in greater detail. See details in column to the right.***

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#### **Accordant Company- Main Office**

110 South Jefferson Road

Whippany, NJ 07981

T. 800-363-1002

D. 973-887-8900

F. 973-887-8901

[www.AccordantCo.com](http://www.AccordantCo.com)

*Other Accordant offices are located in:*

•Melville, NY

•Manasquan, NJ

•Stamford, CT

•Philadelphia, PA

•Pittsburgh, PA

•Troy, ME