

SkillSmart InSight™ Features and Benefits

SkillSmart InSight™ provides a secure, centralized solution for collecting, tracking and reporting all of your business and workforce data to demonstrate the economic impact of your project.

Project Reporting – projects across the country require the collection of workforce data, SBE/DBE/MBE business award and spend as well as demographic information for compliance and project management. InSight™ provides a secure, agile platform to capture your requisite data, and easily provide reports for all of the key stakeholders, all in one central product.

InSight™ Benefits

- 1) Single log in, database and product for your business, workforce & wage data.
- 2) Capture Prime and subcontractor data down all project tiers
- 3) Data input at the source by the subcontractors, increasing reporting accuracy with fewer GC FTEs.
- 4) Real-time reporting – dynamic reports are generated based on current data.
- 5) Export report data in customized pdf's and Excel with one click.
- 6) Dashboard for easy access to your project portfolio & reporting across all of your projects.
- 7) Dedicated client support team to work with your team to achieve required outcomes.
- 8) Fast and responsive – most additional reporting requirements addressed in two weeks for fixed fee.

InSight™ Features

- 1) **Specific Branding & Customization for Your Project or Organization**
 - Customized logo and branding on your project login page
 - Custom project implementation and details to meet your specific project needs
- 2) **Capture Project & Subcontractor Details**
 - Establish subcontractors & their tiers
 - Specific subcontractor permissions ensuring the right person has access to the right data
 - Track project and contract start/end dates down all project tiers
 - Use unique identifiers to reduce duplicate entries of tiers
 - Establish work classes & wage rates by project
 - Awarded contractor values and change orders
- 3) **Business Tracking**
 - View overall award and spend by business entity type to date.
 - View detailed award and spend by tier and business entity type.
 - Contractors enter their invoices paid upon receipt
 - Dashboard comparison of percentage goals
- 4) **Man-Hour Collection & Reporting**
 - Track hours and employees
 - Customizable preset schedule to limit errors in reporting
 - Incident report upload & notification
 - Generate reports in real-time
- 5) **Employee & Payroll Tracking**
 - Track project wage rates and work types by employee – even as they change over time
 - Set prevailing wage standards for the project including Davis-Bacon, Union, etc.
 - Assign targeted worker participation classifications
 - View payroll data for all contractors and their tiers

- Employee validation for residency requirements (Geocode address validation and supporting documentation)
 - Upload Payroll and Generate and E-sign WH347
 - EEO data tracking and reporting
- 6) 1099 Worker Tracking**
- Track hours and payments made to 1099 project workers for all subcontractors
 - Track payments to specialized contractors by hours, mileage or load.
- 7) E-sign data for validation & recordkeeping.**
- Certification of data fits subcontractor's internal approval process
- 8) Document Storage**
- Upload WH347 documents
 - Upload Daily Reports
 - Upload Residency and business entity certification documents
 - Upload Additional Documents as Required
- 9) Reports**
- Three (3) Custom Reports with every project deployment in Excel and / or PDF
 - Standard reports cover payroll, employees and WH347 documents
 - Additional custom reporting needs can be addressed with a X-week turnaround
- 10) Automated Compliance Checks**
- Payroll – identify missing data by period
 - Wage – identify non-compliant wages by subcontractor & worker
 - Residency – validate employee residency based off of geo-coordinates or zip code lists
- 11) Training**
- Two (2) in person training sessions per client with every deployment
 - Webinar training sessions available for new subcontractors
 - *Additional in-person training for a flat fee*
- 12) Client Success**
- Designated client success representative
 - On-line and phone support to your team and all tiers with validation and reporting needs
 - 7 day a week availability
 - Client success team works directly with your team to acquire project-specific information, contractor and subcontractor information, wage data, reporting requirements and more.
- 13) Historical Data Import and Archive (additional fee)**
- 14) System Integrations (additional fee)**
- 15) Post-project data warehousing (additional fee)**
- 16) Administrative Project Support (additional fee)**

Additional Information

For more information about InSight™ and SkillSmart, please visit www.skillsmart.us or contact us at 301-250-1015.

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