



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Ohio

ACEC OHIO – Small Firm Committee
September 5, 2019 – 10:00 a.m. – 3:00 p.m.*
ACEC's Office – 1650 Lake Shore Dr., Ste. 200, Columbus, OH 43204

10am – 12pm (approximate)
Special Guest – Scot Gormley, ODOT

- 1) What are the most common items that are disallowed in OH rate calculations and what are the most common items that can be allowed, but aren't?
- 2) Is there any situation in which time spent pursuing a project is an allowable direct expense?
- 3) What is the allowability for costs/labor for professional organization golf outings?
- 4) What is the allowability for company branded shirts for employees?
- 5) How to determine if bonuses are allowable?
- 6) General understanding of FAR overhead computation.

Lunch*
Meeting Continuation

- 1) Training Resources for these two roles in organizations: 1) Project Manager Training and 2) Supervisor Training - *Brian Coghlan*
- 2) If you provide a cellphone/internet stipend for telecommuters, how much do you give them? - *Joy Lanham*
- 3) Does anyone give PTO to part-time employees? If so, do you use a formula to pro-rate hours earned? - *Joy Lanham*
- 4) What key criteria need to be included in bonus language to ensure those costs can be allowable in overhead? - *Joy Lanham*
- 5) Do firms use a full or part-time HR person, or are outside consultants being used? How much is spent for this person/service? – (Tabled from last meeting) - *Shaune Skinner*
- 6) How are firms managing social/staff connectivity, volunteering; including compensation – *Mary Sharrett*
- 7) Discuss having small firms meeting at different location – *Laurie Adams*
- 8) Next Meeting
- 9) Announcements
- 10) Adjournment

**lunch will be provided*