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