

LABOR SUMMARY FORM (PROJECT)

APPLICANT State of Alaska - DHS&EM	PA ID NO. 123-45678-90	PROJECT NO. 123456	DISASTER DR-4533-AK
LOCATION / SITE 49000 Army Guard Rd, Fort Richardson, AK 99505		Category B	PERIOD COVERING 1/25/2021 TO 2/2/2021

DESCRIPTION OF WORK PERFORMED
 Cleaning and disinfection beyond normal protocols, COVID-19 diagnostic testing sample collection, Screening and Temperature Scanning, Installation of temporary barriers and signage to support social distancing

	Type of Employee (Permanent, Temporary, Seasonal)	Dates and Hours Worked Each Week								Costs					DHS&EM Use Only (Final costs after audit)
		Date	1/25/21	1/26/21	1/27/21	1/28/21	1/29/21	2/1/21	2/2/21	Hours	Hourly Rate	Benefit Rate per Hour	Total Hourly Rate	Cost	
NAME 1 John Doe JOB TITLE Secretary	Permanent	REG.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20.00	30.00%	\$ 26.00	\$ -	
		O.T.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14.00	\$30.00	30.00%	\$ 39.00	\$ 546.00
NAME 2 Jack Doe JOB TITLE Tester	Temporary	REG.	8.00	8.00	8.00	8.00	8.00	8.00	8.00	56.00	\$10.00	30.00%	\$ 13.00	\$ 728.00	
		O.T.	0.00	1.00	0.00	0.00	0.00	0.00	0.00	1.00	\$15.00	30.00%	\$ 19.50	\$ 19.50	
NAME 3 Joshua Doe JOB TITLE Grounds Keeper	Seasonal	REG.	8.00	0.00	2.00	0.00	8.00	0.00	2.00	20.00	\$10.00	30.00%	\$ 13.00	\$ 260.00	
		O.T.	1.00	0.00	0.00	0.00	1.00	0.00	0.00	2.00	\$15.00	30.00%	\$ 19.50	\$ 39.00	
NAME 4 Jane Doe JOB TITLE Grounds Keeper	Seasonal	REG.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14.00	\$10.00	30.00%	\$ 13.00	\$ 182.00	
		O.T.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$15.00	30.00%	\$ 19.50	\$ -	
NAME 5 James Doe JOB TITLE Administrator	Permanent	REG.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20.00	30.00%	\$ 26.00	\$ -	
		O.T.	2.00	2.00	2.00	1.00	1.00	2.00	1.00	11.00	\$30.00	30.00%	\$ 39.00	\$ 429.00	
NAME 6 Jacquelyn Doe JOB TITLE Temperature Screener	Temporary	REG.	8.00	0.00	4.00	0.00	8.00	0.00	4.00	24.00	\$10.00	30.00%	\$ 13.00	\$ 312.00	
		O.T.	2.00	0.00	0.00	0.00	2.00	0.00	0.00	4.00	\$15.00	30.00%	\$ 19.50	\$ 78.00	
NAME 7 Jeff Doe JOB TITLE Logistics	Permanent	REG.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20.00	30.00%	\$ 26.00	\$ -	
		O.T.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14.00	\$30.00	30.00%	\$ 39.00	\$ 546.00	

PROJECT LABOR REGULAR HOURS	\$ 114.00
PROJECT LABOR REGULAR COST	\$ 1,482.00
PROJECT LABOR OVERTIME HOURS	\$ 46.00
PROJECT LABOR OVERTIME COSTS	\$ 1,657.50
TOTAL COSTS FOR LABOR	\$ 3,139.50

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

Certifier's Printed Name and Title	Certifier's Signature	Date
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BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 12345 Mountain Top Way

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: John Doe

Employee Phone: 906-654-6789

Manager: Jessie Doe

Employee Email: John.Doe@StateAK.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	0.00	2.00			2.00
Tuesday	1/26/2021	0.00	2.00			2.00
Wednesday	1/27/2021	0.00	2.00			2.00
Thursday	1/28/2021	0.00	2.00			2.00
Friday	1/29/2021	0.00	2.00			2.00
Saturday	1/30/2021					0.00
Sunday	1/31/2021					0.00
Monday	2/1/2021		2.00			2.00
Tuesday	2/2/2021		2.00			2.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		0.00	14.00	0.00	0.00	14.00
Rate Per Hour		\$20.00	\$30.00	\$20.00	\$20.00	
Total Pay		\$0.00	\$420.00	\$0.00	\$0.00	\$420.00

John Doe

Employee Signature

Jessie Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 32109 Mountain Top Way

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: Jack Doe

Employee Phone: 905-654-3210

Manager: Jacob Doe

Employee Email: Jack.Doe@Alaska.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	8.00				8.00
Tuesday	1/26/2021	8.00	1.00			9.00
Wednesday	1/27/2021	8.00				8.00
Thursday	1/28/2021	8.00				8.00
Friday	1/29/2021	8.00				8.00
Saturday	1/30/2021	0.00				0.00
Sunday	1/31/2021	0.00				0.00
Monday	2/1/2021	8.00				8.00
Tuesday	2/2/2021	8.00				8.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		56.00	1.00	0.00	0.00	57.00
Rate Per Hour		\$10.00	\$15.00	\$10.00	\$10.00	
Total Pay		\$560.00	\$15.00	\$0.00	\$0.00	\$575.00

Jack Doe

Employee Signature

Jacob Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 1357 Glacier Point

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: Joshua Doe

Employee Phone: 905-753-2468

Manager: Jennifer Doe

Employee Email: Joshua.Doe@Alaska.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	8.00	1.00			9.00
Tuesday	1/26/2021	0.00				0.00
Wednesday	1/27/2021	2.00				2.00
Thursday	1/28/2021	0.00				0.00
Friday	1/29/2021	8.00	1.00			9.00
Saturday	1/30/2021					0.00
Sunday	1/31/2021					0.00
Monday	2/1/2021					0.00
Tuesday	2/2/2021	2.00				2.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		20.00	2.00	0.00	0.00	22.00
Rate Per Hour		\$10.00	\$15.00	\$10.00	\$10.00	
Total Pay		\$200.00	\$30.00	\$0.00	\$0.00	\$230.00

Joshua Doe

Employee Signature

Jennifer Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 2468 W. Glacier Point

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: Jane Doe

Employee Phone: 905-874-9874

Manager: Jennifer Doe

Jane.Doe@Alaska.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	2.00				2.00
Tuesday	1/26/2021	2.00				2.00
Wednesday	1/27/2021	2.00				2.00
Thursday	1/28/2021	2.00				2.00
Friday	1/29/2021	2.00				2.00
Saturday	1/30/2021					0.00
Sunday	1/31/2021					0.00
Monday	2/1/2021	2.00				2.00
Tuesday	2/2/2021	2.00				2.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		14.00	0.00	0.00	0.00	14.00
Rate Per Hour		\$10.00	\$15.00	\$10.00	\$10.00	
Total Pay		\$140.00	\$0.00	\$0.00	\$0.00	\$140.00

Jane Doe

Employee Signature

Jennifer Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 44522 E Mountain Top Way

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: James Doe

Employee Phone: 905-333-9571

Manager: Jesse Doe

Employee Email: James.Doe@Alaska.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	0.00	2.00			2.00
Tuesday	1/26/2021	0.00	2.00			2.00
Wednesday	1/27/2021	0.00	2.00			2.00
Thursday	1/28/2021	0.00	1.00			1.00
Friday	1/29/2021	0.00	1.00			1.00
Saturday	1/30/2021		2.00			2.00
Sunday	1/31/2021		0.00			1.00
Monday	2/1/2021					0.00
Tuesday	2/2/2021					0.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		0.00	11.00	0.00	0.00	11.00
Rate Per Hour		\$20.00	\$30.00	\$20.00	\$20.00	
Total Pay		\$0.00	\$330.00	\$0.00	\$0.00	\$330.00

James Doe

Employee Signature

Jesse Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name	State of Alaska - DHS&EM		
Street Address:	4788 Glacier Point Way	Pay Period Start Date:	1/25/2021
Address 2:		Pay Period End Date:	2/2/2021
City, State ZIP:	Fort Richardson, AK 99505	Employee Phone:	905-565-2244
Employee:	Jacquelyn Doe	Employee Email:	Jacquelyn.Doe@Alaska.vog
Manager:	Jacob Doe		

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	8.00	2.00			10.00
Tuesday	1/26/2021	0.00				0.00
Wednesday	1/27/2021	4.00				4.00
Thursday	1/28/2021	0.00				0.00
Friday	1/29/2021	8.00	2.00			10.00
Saturday	1/30/2021					0.00
Sunday	1/31/2021					0.00
Monday	2/1/2021					0.00
Tuesday	2/2/2021	4.00				4.00
Wednesday	2/3/2021					0.00
Thursday	2/4/2021					0.00
Friday	2/5/2021					0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		24.00	4.00	0.00	0.00	28.00
Rate per Hour		\$10.00	\$15.00	\$10.00	\$10.00	
Total Pay		\$240.00	\$60.00	\$0.00	\$0.00	\$300.00

Jacquelyn Doe

Employee Signature

Jacob Doe

Manager Signature

BI-WEEKLY TIME SHEET

Company Name State of Alaska - DHS&EM

Street Address: 3654 Snow Fall Lane

Pay Period Start Date: 1/25/2021

Address 2: _____

Pay Period End Date: 2/2/2021

City, State ZIP: Fort Richardson, AK 99505

Employee: Jeff Doe

Employee Phone: 905-357-7513

Manager: Jeese Doe

Employee Email: Jeff.Doe@Alaska.vog

Day	Date	Regular Hours	Overtime Hours	Sick	Vacation	Total
Monday	1/25/2021	0.00	2.00			2.00
Tuesday	1/26/2021	0.00	2.00			2.00
Wednesday	1/27/2021	0.00	2.00			2.00
Thursday	1/28/2021	0.00	2.00			2.00
Friday	1/29/2021	0.00	2.00			2.00
Saturday	1/30/2021					0.00
Sunday	1/31/2021					0.00
Monday	2/1/2021	0.00	2.00			2.00
Tuesday	2/2/2021	0.00	2.00			2.00
Wednesday	2/3/2021	0.00	0.00			0.00
Thursday	2/4/2021	0.00	0.00			0.00
Friday	2/5/2021	0.00	0.00			0.00
Saturday	2/6/2021					0.00
Sunday	2/7/2021					0.00
Total Hours		0.00	14.00	0.00	0.00	14.00
Rate Per Hour		\$20.00	\$30.00	\$20.00	\$20.00	
Total Pay		\$0.00	\$420.00	\$0.00	\$0.00	\$420.00

Jeff Doe

Employee Signature

Jesse Doe

Manager Signature