

**PLATINUM  
PRO LTD.**

Software Development

Customization for  
ADP Software Products

300 - 505 - 3<sup>rd</sup> Street S.W.  
Calgary, AB T2P 3E6  
(403) 265-4869

Platinum Pro writes custom software for ADP products.

In 1990, Platinum Pro started writing custom software for ADP's HR/PC Payroll. For many years, customization to HR/PC Payroll has been our bread and butter. Now ADP is making the transition from the DOS product line to Windows, and we are ready.

### **Why go to Windows?**

Our clients have been happy with past ADP Products. We have written many custom programs that have integrated their payroll information into their business. We've been able to get HR/PC Payroll to do what they want. So why move to Windows?

Windows will allow a much higher level of integration. It is theoretically possible to get a DOS product to integrate with e-mail, however, it is difficult. It is very easy to get a Windows program to integrate with e-mail.

HR/PC Payroll was able to export to a Lotus 1-2-3 file. These files could be imported into Microsoft Excel. With a Windows program, the integration is much better. You can press a button in a Windows program and within a few moments, a Microsoft Excel spreadsheet can appear on your screen. No importing and exporting. With a windows program we can control column widths, fonts, formulas, even password protection. In fact, we can control almost every aspect of an Excel spreadsheet. We can't do that with a DOS product.

A Windows product is also better at integrating data from different sources. With DOS products, you generally have to export and import data, reformat it, re-store it, and then you can use it. We are able to write programs that have data from many different sources on the same screen. For example, let's say that you have your payroll data in Pay Specialist. You have your time sheet data in Oracle. You have your vacation information in Microsoft Access. We can write a program that reads from all three of these sources and displays them on the same screen. Once they are displayed you can update them without going into three different systems.

Windows was first released in the 1985. The last version of DOS was released in 1993. The IT technicians that you are hiring today have little or no experience with DOS. When HR/PC Payroll is suddenly unable to print what do you do? Will your entire company be held back because payroll needs DOS compatibility?

It's time to make the switch. HR/PC Payroll has served you well. We can help you make Pay Specialist work just as well. The rest of this brochure will show you samples of what we have done in HR/PC Payroll and what we can do in Pay Specialist.

**But do we have experience?**

Yes. We will use Microsoft Visual Basic to write the software you need. We have experience with this product back to 1981. At that time it wasn't called "Visual Basic", it was just called "Basic" or even "ROM-Basic". We've followed the product throughout the years and have used it intensively during the past few years to write a number of major systems. During the recent past, we have started writing software to use the data in Pay Specialist and we found that our experience with other systems has been very useful.

**Will you be around to support us for awhile?**

Platinum Pro has had the same phone number since 1991. We have been at the same location since 1993. We are a small, but stable company that you can rely on. We've been writing software for human resources, employee benefits and insurance since we opened our doors in 1990 and we have no intention of changing.

**If we hire you, how does the arrangement with ADP work?**

We will work directly with you. You will not need to go through anyone at ADP in order to contact us. We will gather your requirements and then we will write a quotation for you. The quotation will be an "all-inclusive" price—as long as you don't change the specifications, we won't change the price.

We will write and deliver the software. We will train your staff to use the software. When we complete and deliver the software, we will bill you directly.

If there is a problem and you can't determine whether it is ADP's problem or our problem, call us. We will do our best to solve the problem and we will talk directly to ADP. Together we will solve the problem.

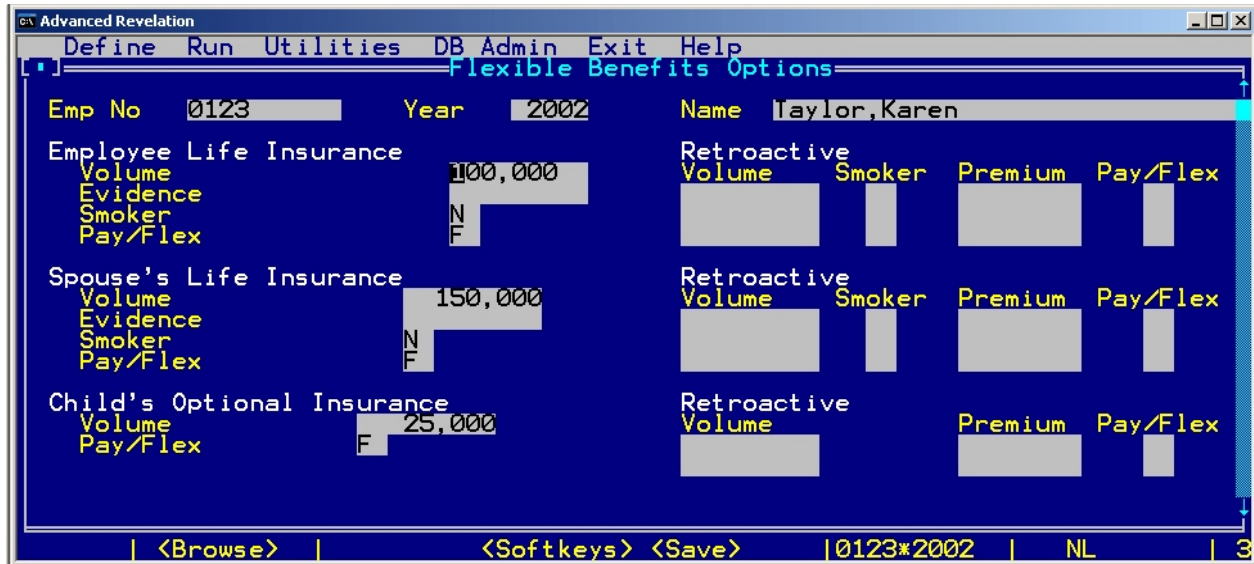
## Flexible Benefits

Our flexible benefit systems have helped to administer the following benefits:

- Basic Life Insurance
- Optional Life Insurance
- Spousal Life Insurance
- Child Life Insurance
- Basic AD&D
- Optional AD&D - Single & Family
- Spousal Optional AD&D
- Child Optional AD&D
- Short Term Disability
- Long Term Disability
- Vision
- Health
- Dental
- Health Spending Account
- RRSP Contributions
- Savings Contributions
- Cash Payments
- Health Club

We have written an interface to the Mercer flexible benefits system. The system extracts data from a system written by William M. Mercer employee benefit consultants and inserts the data into Pay Specialist.

The following picture is a snapshot of a flexible benefits system we wrote in HR/PC Payroll. In this system, the company wanted the administrator to control the flex options. The employee was unable to select their own options on the computer. The employee would fill in a printed form and send it to the administrator. The administrator would enter the information.



In the new Pay Specialist system, the program creates a spreadsheet of volumes and premiums. Some of the data below has been changed to preserve confidentiality.

The screenshot shows a Microsoft Excel spreadsheet titled 'ABC-Flex.xls' with the following data:

EE Number	Last Name	First Name	Credits	HSACR	CR-RRSP	RRSP-EE	HEALTHCR	HEALTHER	DENTALCR	DENTALEE	CORE ADD Vol	CORE AD&D Prem	OPAD&I
				DN17	EN26	DN30	DN21	DN22	DN19	DN20			
915	Abraham	Brent	369.79	0.00	0.00	0.00	13.00	0.00	19.00	0.00	309,000		4.63
533	Adrian	Cathy	152.08	500.00	0.00	0.00	13.00	0.00	19.00	0.00	105,000		1.57
626	Ainsworth	Allan	347.91	250.00	250.00	0.00	22.00	0.00	31.50	0.00	276,000		4.14
633	Andreas	Terry	340.83	100.00	62.50	0.00	13.00	0.00	19.00	0.00	282,000		4.23
701	Auld	Zahir	283.75	0.00	251.75	0.00	13.00	0.00	19.00	0.00	219,000		3.28
446	Balance	Alan	174.29	800.00	98.79	0.00	31.00	0.00	44.50	0.00	141,000		2.11
464	Barrett	Jean	337.50	600.00	305.50	0.00	13.00	0.00	19.00	0.00	300,000		4.50
202	Beaton	Melisse	244.68	50.00	212.68	0.00	13.00	0.00	19.00	0.00	183,000		2.74
905	Bergquist	Johnson	158.83	828.00	83.33	50.00	31.00	0.00	44.50	0.00	126,000		1.89
750	Bilic	Theodore	329.16	800.00	0.00	0.00	13.00	0.00	19.00	0.00	300,000		4.50
333	Bolding	Albert	274.66	100.00	196.54	0.00	31.00	0.00	44.50	0.00	201,000		3.01
121	Bothwell	Ernest	167.91	750.00	110.92	0.00	22.00	0.00	31.50	0.00	132,000		1.98
441	Butler	Claude	614.37	500.00	0.00	0.00	31.00	0.00	44.50	0.00	500,000		7.50
353	Cameron	Peter	282.08	0.00	166.67	0.00	31.00	0.00	44.50	0.00	204,000		3.06
441	Cary	Murray	135.91	1,000.00	41.67	0.00	13.00	0.00	19.00	0.00	111,000		1.66
505	Chartier	Chris	108.83	1,188.00	33.33	0.00	31.00	0.00	44.50	0.00	90,000		1.35
311	Christensen	Henry	195.04	450.00	141.55	0.00	22.00	0.00	31.49	0.01	150,000		2.25
342	Coman	Delbert	193.75	900.00	0.00	0.00	13.00	0.00	19.00	0.00	165,000		2.47
121	Comer	Frank	285.83	1,000.00	187.50	0.00	22.00	0.00	31.50	0.00	264,000		3.96
195	Cramer	David	530.83	1,000.00	0.00	0.00	31.00	0.00	44.50	0.00	500,000		7.50
146	Danberger	Dang	231.25	0.00	0.00	0.00	13.00	0.00	19.00	0.00	165,000		2.47
782	Depage	Judy	312.08	1,000.00	0.00	0.00	31.00	0.00	44.50	0.00	291,000		4.36
259	Dong	Stephen	172.29	50.00	125.00	0.00	13.00	0.00	19.00	0.00	108,000		1.62
181	Dunmire	John	239.58	300.00	0.00	0.00	31.00	0.00	44.50	0.00	174,000		2.61
672	Elston	Alex	206.66	100.00	0.00	0.00	22.00	0.00	0.00	0.00	144,000		2.16
634	Faas	Tim	257.25	50.00	231.17	0.00	13.00	0.00	13.08	5.92	183,000		2.74
53	Fillipchuk	Keith	151.25	450.00	41.67	0.00	13.00	0.00	19.00	0.00	102,000		1.53
421	Frank	James	254.58	0.00	201.08	0.00	22.00	0.00	31.50	0.00	189,000		2.83
278	Gee	Vicky	308.33	600.00	0.00	0.00	13.00	0.00	19.00	0.00	270,000		4.05
277	Gin	James	224.40	100.00	0.00	0.00	13.00	0.00	19.00	0.00	165,000		2.47

Notice that there are also two spreadsheets below this one. One lists only the changes that are made to the system and the third has any warning messages that need to be identified. The warning messages will list employees who are over the non-evidence maximum who haven't been approved yet.

The spreadsheet can be used for analysis of benefits, remittance calculation and other purposes. You can identify which benefits are being used and find out who is using them. Spreadsheets like this are so much more usable than print outs.

We can program the flexible benefits in many different ways. One of the ways is to introduce priority into using the flex credits. Let's say that an employee has \$1,000 in flex credits. He is able to use these flex credits for tax free items like AD&D and for taxable items like a health club membership.

We can program it so that it projects the need for contributions. The AD&D contributions will be deducted during the entire year and the health club membership is deducted only for part of a year. Our program will know that AD&D needs to come off credits for the entire year and will predict the contributions that are necessary to pay AD&D from credits for the entire year. After the program is sure that there will be enough credits for AD&D for the entire year, it will deduct health club membership. This maximizes the tax advantage.

We are able to write system so that your employees can view and modify their own benefits. We can also write programs that permit an employee to log into the system through the internet and view their options. We can set it up so they can download claim forms. We can also send automatic reminder e-mails to employees.

For example, here's a typical e-mail that they might receive:

To: Cathy Adrian, Accounting

From: Tracy Rogers, Payroll & Benefits

Re: Flexible Benefits

Date: August 20, 2003

Cathy:

When you set up your flexible benefits, the benefits you chose cost more than the credits you had. We have calculated that during the next payroll run, there will be enough credits left in your account to handle the non-taxable benefits AD&D, Health, and Dental for the rest of the year, but there are not enough credits to cover your Health Club membership.

In order to maximize the tax benefits of the flexible benefits plan, we will switch your Health Club membership to a payroll deduction during the next payroll period. The Health Club membership will be deducted off your regular pay instead of off your flex credits.

If you have any questions or comments about call me at extension 2422 or e-mail me back.

Thanks.

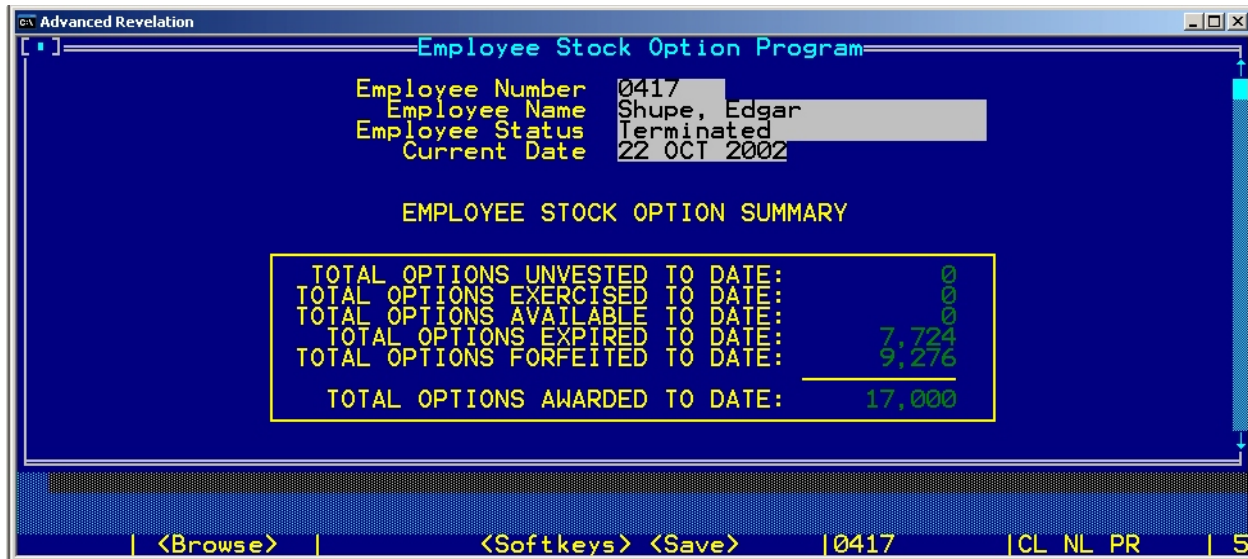
You would be able to determine the exact wording that you would want and we would program the system to send the e-mails automatically.

We can also write custom remittance for insurance companies. We have written a number of interfaces to send information to the following companies in the format that they request:

- Canada Trust
- Fidelity Investments
- Manulife
- Standard Life
- Alberta Blue Cross
- Warren B Shepell

## Stock Options

We wrote a custom stock option system for HR/PC Payroll that we can translate into Visual Basic and integrate with Pay Specialist. Here is a sample of what the screen looks like:



Our stock option system has the following advanced options:

- Specific vesting dates instead of annual vesting
- Custom vesting schedule by employee
- Standard reports, stock awarded, stock vested, stock exercised, etc.

In addition, we can customize the system to your exact needs. We can modify the vesting schedule by program so that vesting is advanced. One of our clients wanted to offer employees an incentive to sell their shares back to the company. This would involve modifying the vesting schedule and vesting stock early.

A few other clients were purchased by other companies, so they needed calculations to determine what each employee would receive if all the unvested shares were vested immediately and sold at a certain price.

We can also separate “Phantom Stock” or “Stock Appreciation Rights” from regular stock options.

We have also written programs to print stock share certificates, and stock expiry reminders. With a Windows system we could automate the expiry reminders to automatically e-mail the employees the reminders. We can print employee statements, and automatically do stock splits. We can transfer the stock option benefit to the payroll system for T4 purposes.

The following pages show some examples of print outs from the system.

10:14:49	13 JAN 1997	Solomon Oil and Gas Ltd.				Page 1
		Options Awarded Report				
		From January 1, 1992 to December 31, 1993				
Employee Name	Employee Number	Options Awarded	Series	Date of First Vest	Shares in First Vest	Subsequent Vests
Burton, David	0277	5,000.00	S01	01 JAN 1993	1,000.00	4
Chan, Andrew	0193	2,000.00	S01	01 JAN 1993	400.00	4
Dawe, Brian	2900	7,000.00	S01	01 JAN 1993	1,400.00	4
TOTALS		14,000.00				
NUMBER OF EMPLOYEES: 3						

10:26:45 13 JAN 1997

Solomon Oil and Gas Ltd.  
Options Exercised Report  
From January 1, 1994 to December 31, 1994

Page 1

Employee Name	Employee Number	Series	Options Exercised	Exercise Date	Strike Price	Market Price	Benefit
Burton, David	0277	S01	500.00	06 FEB 1994	10.000	11.500	750.00
TOTAL OPTIONS EXERCISED THIS PERIOD:			500.00				
TOTAL BENEFITS:			750.00				
NUMBER OF EMPLOYEES:			1				

10:29:06 13 JAN 1997

Solomon Oil and Gas Ltd.  
Options Expired Report  
From January 1, 2000 to January 1, 2100

Page 1

Employee Name	Employee Number	Series	Options Expiring	Expiry Date	Strike Price
Morrison, Stephen	1595	S01	2,500.00	01 JAN 2004	10.000
TOTALS			2,500.00		
NUMBER OF EMPLOYEES:			1		

10:31:53 13 JAN 1997

Solomon Oil and Gas Ltd.  
Options Forfeited Report  
From January 1, 1990 to December 31, 1999

Page 1

Employee Name	Employee Number	Series	Options Forfeited	Forfeit Date	Strike Price
Hill, George	7112	S01	321.00	02 JAN 1999	10.000
Kroll, Carol	7751	S01	2,000.00	11 JUL 1995	10.000
TOTALS			2,321.00		
NUMBER OF EMPLOYEES:			2		

10:35:41 13 JAN 1997

Solomon Oil and Gas Ltd.  
Options Vested Report  
From January 1, 1993 to December 31, 1995

Page 1

Employee Name	Employee Number	Options Awarded	Series	Date of First Vest	VestCurr Period	Vested Previously	Unvested
Meyer, Enya	8912	5,000.00	S01	01 JAN 1993	3,000.00	.00	2,000.00
TOTALS		5,000.00			3,000.00	.00	2,000.00

NUMBER OF EMPLOYEES: 1

10:35:41 13 JAN 1997

Solomon Oil and Gas Ltd.  
Options Vested Report  
From January 1, 1993 to December 31, 1995

Page 1

Employee Name	Employee Number	Options Awarded	Series	Date of First Vest	VestCurr Period	Vested Previously	Unvested
Meyer, Enya	8912	5,000.00	S01	01 JAN 1993	3,000.00	.00	2,000.00
TOTALS		5,000.00			3,000.00	.00	2,000.00

NUMBER OF EMPLOYEES: 1

Individual Option Exercise Report  
From January 1, 1990 to December 31, 1999

Employee Name: Phalen, Raymond  
Employee Number: 6021

## Options Available Before Exercise

Series	Strike Price	Options Available for Exercise	Expiry Date
S01	10.000	2,000.00	11 JUL 1995

TOTAL                      2,000.00

Series Exercised: S01  
Date Exercised: 06 FEB 1994  
Options Exercised: 500  
Strike Price: @ 10.000 per share      Value: \$5,000.00  
Market Price: @ 11.500 per share      Value: 5,750.00

Employee Benefit: \$750.00

## Options Available After Exercise

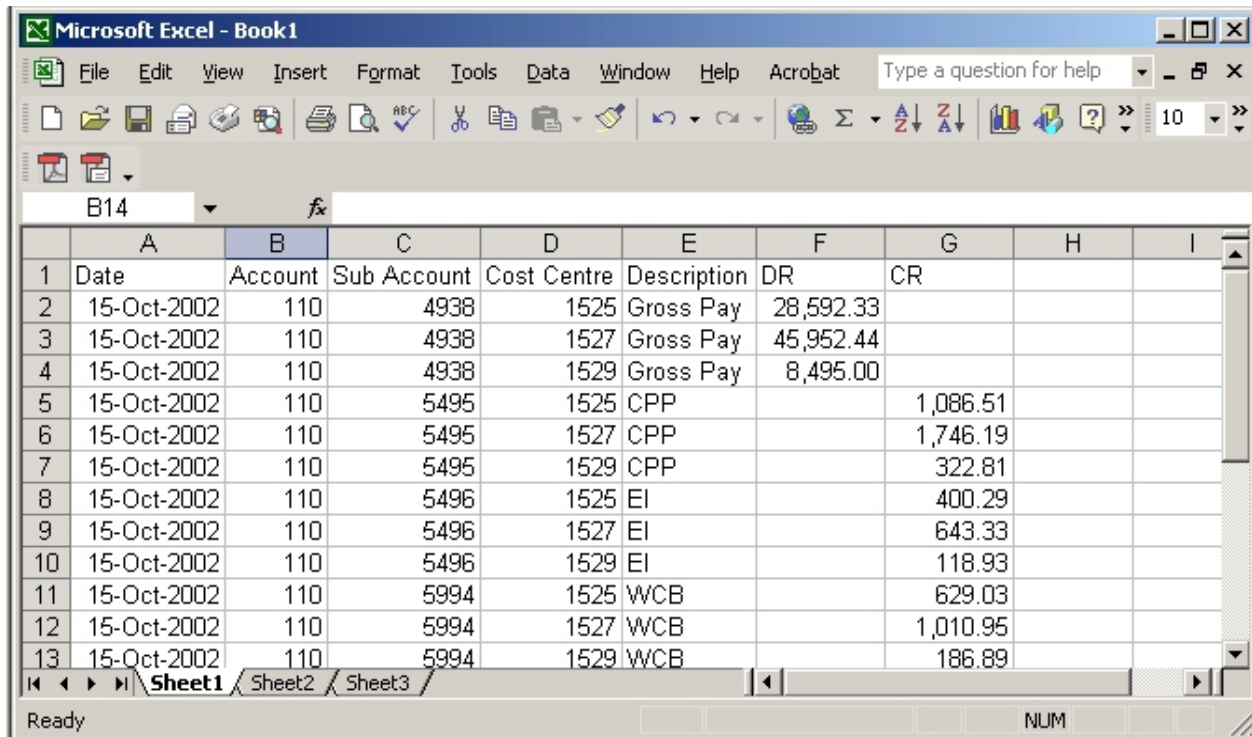
Series	Strike Price	Options Available for Exercise	Expiry Date
S01	10.000	1,500.00	11 JUL 1995

TOTAL                      1,500.00

## Accounting Interface

Over the years, we have written many different programs to transfer data from payroll systems to accounting systems. Our most successful programs make up a spreadsheet that can be reviewed and then imported into the accounting system.

A typical accounting import would look something like this:



	A	B	C	D	E	F	G	H	I
1	Date	Account	Sub Account	Cost Centre	Description	DR	CR		
2	15-Oct-2002	110	4938	1525	Gross Pay	28,592.33			
3	15-Oct-2002	110	4938	1527	Gross Pay	45,952.44			
4	15-Oct-2002	110	4938	1529	Gross Pay	8,495.00			
5	15-Oct-2002	110	5495	1525	CPP		1,086.51		
6	15-Oct-2002	110	5495	1527	CPP		1,746.19		
7	15-Oct-2002	110	5495	1529	CPP		322.81		
8	15-Oct-2002	110	5496	1525	EI		400.29		
9	15-Oct-2002	110	5496	1527	EI		643.33		
10	15-Oct-2002	110	5496	1529	EI		118.93		
11	15-Oct-2002	110	5994	1525	WCB		629.03		
12	15-Oct-2002	110	5994	1527	WCB		1,010.95		
13	15-Oct-2002	110	5994	1529	WCB		186.89		

The actual format and content would depend on your own accounting system. We can do subtotals by cost centre, AFE, or other code. We can break out costs by cost centres for one benefit and not another. We can do it by cost centre for one earnings code, by AFE for another code and department for a third earnings or deduction.

We can detail the numbers by employee, by department, by branch, by cost centre, or any other piece of data. If you've been spending hours and hours to rekey the data from your payroll system into your accounting system, you've been wasting your time. There's a better way and we can help you find that way.

## **What's Next?**

Call us. You can reach us at (403) 265-4869. Ask for Douglas Hahn—he's the president of the company. We will be happy to listen to what you want to accomplish. We can tell you briefly our plan for helping you and then we can arrange to get together to detail out the specifications and get you a precise quotation.

## **What will it cost?**

Of course, it varies by the exact specifications of the system. Once we determine the specifications, we can quote you an exact price.

Typically, a flex benefits system where the administrator takes care of all the input or where the input comes from another system will probably cost from \$10,000 to \$15,000.

If you want us to design a system so that the employee can log into the system and modify their own benefits, the cost will be from \$20,000 to \$25,000.

These numbers assume a moderate number of benefits and a moderate level of complexity. If you have 20,000 employees and they have 150 different options to choose from, the cost will be much more than the top end ballpark. If you have only 100 employees with 5 options the price may be less than the bottom end ballpark.

A stock option system will run in the range of \$15,000 to \$20,000. Again, it depends on complexity.

An accounting interface may cost from \$5,000 to \$20,000. These systems can vary widely in complexity.

If we need to travel, we will add on our expenses. The prices would not include hardware costs. If necessary, we will provide you with hardware specifications that you can take to your current hardware supplier.

If you would like us to work on an hourly basis, our hourly billable rates currently range from \$50 to \$110 per hour. We also have a dual citizen (US/Canada) on staff that can easily travel between Canada and the United States on business.