



4Clicks
By Estimators For Estimators

4Clicks
CHATTER



We Are Launching Ceasel! ...softly

Ceasel is here! It's released in beta testing, being used, and available for purchase! After years of creating the most robust cloud-based estimating platform, it's finally commercially available!



Beta Testing

We've been testing the Beta version for a couple of months now. Overall speed and functionality continues to increase.

We are very grateful to those who have helped in the testing. They were patient with us, and in turn, have benefited as well. It has definitely been a win-win process.

While Ceasel will never be "finished," it will expand greatly in the future. The current release is a fully functional estimating program. Our industry-leading enhanced RSMeans Cost Data, available only from 4Clicks, is completely integrated. We anticipate adding more databases and allowing you to create and manage your own custom ones as well!

Soft Launch

What is a soft launch? We are excited to get [Ceasel](#) rolling and really watch how our brand new, patent-pending technology handles the increasing number of users hitting the site.

But we want to do it as smartly as possible! We will be steadily increasing the site's load through the end of this year to ensure everything is properly prepared for our hard launch in January.

Ceasel is blazingly fast. Nothing else on the market can match the speed and productivity gains. Even more speed and more capabilities await us in 2015! We would love you to be an early adopter and join us now if you wish, so you can be ready to roll in January! We do understand, however, that many of you are running feverishly through year-end fallout, and we don't want to interfere with that either. We think 2015 is perfect for many of you to make the transition as we cross into a new year and new RSMeans' data!

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**The Premier
Cost Estimating & Project
Management Solution**

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Quote of the month

"If it wasn't hard, everyone one would do it. It's the hard work that makes us great."

—Tom Hanks

We Are Launching Ceasel...(Continued from page 1)

What is Ceasel?

Some of you may have been hearing the name, Ceasel, or know we've been developing a cloud-based product from the ground up, leveraging some incredible new technologies. What about the details: What is it? What does it do? Does it replace e4Clicks? We won't be able to cover everything about Ceasel here, but we can hit you with the highlights and point you to our other references.

Technology

Ceasel is the next generation. It leapfrogs traditional cost estimating systems. It is the cloud-based program that you've been waiting for, delivering the speed of a desktop or server-based program vs. some of the other web-based or even cloud-based programs you may have encountered. Ceasel delivers on the promise of cloud computing. Ceasel offers virtually limitless cloud storage and computing power at your fingertips without any needs to worry about internal IT request, support and hardware. You just need a solid internet connection and you are ready to go! Forget about rights to load software, who to ask to update, do I have room on my computer, internal servers, RAM, ROM, or GHz!

- Need to get started today? Done.
- Need to work as a team? Done.
- From different locations? Done.
- Need to share information immediately? Done.
- Need to work from home this weekend? Done.
- Need to travel next week? Done.
- Would you rather work on a Mac? Done.
- Computer crash? No problem.
- Server crash? No problem?
- Switching computer? No problem.
- And so many more.

Your project and estimate data is now permanently and securely stored in the Windows Azure cloud. All information is permanently saved and never deleted!

Out of the Gate

Ceasel is starting with a full integration of the most comprehensive RSMeans data available. Estimating is supercharged. Future enhancements will expand into all areas of project management, quantity takeoffs and beyond.

What about e4Clicks?

Does Ceasel replace e4Clicks?
Do we need to switch to Ceasel?
Which program should we be using?

e4Clicks and Ceasel are similar in delivering a productive RSMeans and IDIQ line item cost estimating environment second to none! Currently, e4Clicks offers more robust feature sets, and is designed to be deployed on personal computers or servers. Ceasel's cloud deployment basically allows unlimited development opportunities, and will eventually offer even more than e4Clicks.

We have plans to support importing e4Clicks projects and estimates. Until then, if you are on a contract that requires e4Clicks and submittals of estimates to your owners you will want to stay with e4Clicks. (Continued on page 3)

We Are Launching Ceasel...(Continued from page 2)

Right now you have two excellent options to accomplish your estimating needs. Depending on your deployment desires and required features, you might find one more helpful than the others. Please call us or contact your Account Manager with any questions at all!!

I wish everyone a happy fallout!
Exciting times, wishing your team the very best!



Michael Brown
By an Estimator, For an Estimator

The Gordian Group Purchases RSMeans

The Gordian Group recently acquired RSMeans. Many of you want to know how this affects you, as a customer and user of the data and us, as a reseller and partner of RSMeans. We are the largest reseller of RSMeans data, have worked with The Gordian Group previously, and we are excited to work with them again. Consider everything to be business as usual. We are excited to see the added value for our customers by receiving even better cost data! For more information on the acquisition, [click here](#).

We Welcome A-Systems as a Valuable 4Clicks Partner!

Since 1978, A-Systems have focused all of its energies on one product, Accounting Software for the Construction Industry, technically known as Job Costing. As a pioneer in PC-based Job Costing, A-Systems originated and perfected the concept of having multiple fiscal periods open at the same time.

Over the decades, A-Systems has worked continuously to further enhance its product, making it better, faster, more powerful, quicker to learn, and best of all, even easier to use. A-Systems have provided its clients with literally thousands of enhancements. In addition, to their very powerful, easy to use, job costing software, they provide effective, accessible client support.

To learn more about A-Systems, visit their [website](#)! To view more 4Clicks partners, visit our [Partner Directory](#) on our website.

Visit us on Social Media!



Like us on Facebook. Follow us on Twitter! View our videos on YouTube and check out our company profile on Linked In. You will find all of the latest information, news, training dates and testimonials. We are spreading the word about #4Clicks.

4Clicks Technical Support: Tips & How To

How Do I Archive Projects?

Projects that have been marked "**Archived**" are still in the software. They are not deleted and they are not backed up anywhere by using this process. Instead, they are reorganized to the **Archive** tab on the **Projects** window.

1. On the **Projects** window tag those projects that you wish to archive.
2. Use **Ctrl+M** to open the **Batch Modify Projects** window.
3. On the **Batch Modify Projects** window find the **General** tab (it's on top by default).
4. There is an **Active Status** panel. Inside that panel is your option to **Archive**.
 - Remove the check mark from: "**Do not Modify.**"
 - Mark the **Archived** radio button.
 - If you wanted to mark the projects **Inactive**, instead, just mark the **Inactive** radio button instead of **Archive**.
5. Leave everything else blank (or 'as is') on that window.
6. Click on the **Process** button.
7. The tagged projects will be moved to the **Archive** sorting tab on the **Projects** window.

I Was Testing Some Settings On My Totaling Components Inside My Project, But I Think I Broke Something. How Do I Put the Totaling Components Back?

As long as the totaling components are still sound within the database, then you can use the **Batch Modify Estimates** feature to overwrite the project level totaling components with what's in your database.

1. First, **verify** the name of the totaling schema that you're using for that project. That name shows up in the **Default Schema** field on the **Update Project** window, on the **General** tab.
2. Go to the **Estimates** tab (**Update Project** window).
3. Tag all of the estimates with **Ctrl+A**. (Put a check mark in the check box next to each of your estimates.)
4. Use **Ctrl+M** to open the **Batch Modify Estimates** window. (*Or, you can:* Click on the **Estimate** button\Process Tagged Estimates\Batch Modify Tagged Estimates)
5. On the **Batch Modify Estimates** window go to the **Apply Totaling** tab (look for this TAB in the middle area of the screen) and click on it.
6. On the **Apply Totaling** tab: (you're going to use the **Apply Totaling Schema** sub tab)
 - The **Schema** field needs to say the same thing as the **Default Schema** field did (from step 1). If it does not, then double click (left mouse button) inside that field to open a selection window.
 - On the selection window, double click (left mouse button) on the name of the schema that you want to use. It should be the same schema name as you saw in the **Default Schema** field. Now the **Schema** field will show the name of that schema.
 - Back on the **Apply Totaling** tab, DO mark the check box labeled: **Purge (delete all) Totaling Components from this Project**.
 - (1) [This '**Purge**' check box will affect all the estimates in your project.]
 - (2) It's OK if you also mark: **Clear Existing Totaling Components**. (But it's not needed for this process.)
 - (3) Do NOT mark: **Purge (delete all unused) Totaling Components from this Project**.
7. On the **Batch Modify** window, click on the **Process** button.
8. The software will clear out the totaling components in your project and put in those that are in the schema that you selected.
9. When the process is done, click on the **OK** button on the **Completion** window.
10. You can check the results on the **General** tab of the **Update Project** window.

Bidding a JOC or SABER

**The RFP just came out. You have 30 days to win this JOC/SABER.
The clock starts now!**



Are you overwhelmed figuring out your perfect coefficients? It's time to Quit Trippin' and start 4Clickin'!

You have projects with known costs that are similar to those that will be completed on this JOC/SABER contract.

It's time to create your cost comparison estimates using RSMMeans. Why would you want to start with a paper book and spend hours searching, then type each item, creating and calculating modifiers?

e4Clicks solves these challenges and more. Our search tools help you find line items you never knew existed, with descriptions that make sense. You will know what is included and excluded. You will also see images, references, and links to construction specifications.

Evaluate the RSMMeans localized labor rates against the prevailing wage rates. Labor costs are so important.

City Cost Index. This addresses how the unit pricing is localized. Is this set at annually or quarterly? How do you know what has happened the last few years, and what is going to happen during the next five years? The best indication of the future could be the past. Win with e4Clicks today!

Checklist For Bidding a JOC or SABER Opportunity

- Locate and track the opportunity at FBO.gov.
 - List your firm as an interested vendor.
 - Determine the requirements of the opportunity. Read the solicitation well, as it is important to have a good understanding of this or any opportunity. Remember when you win, you will have to live by your decision and what is in your proposal for up to five years.
 - Put together your "A" team for the opportunity: operations, sales/business development, and marketing. You may consider partnering: Subcontractors, Joint Ventures, Mentor Protégé, or a Teaming Agreement.
 - Ensure your business or your teaming arrangement meets solicitation requirements, business location, and restrictions (HUBZone, 8(a), woman-owned, small business subcontractors).
 - Make sure you have the right software tools in place. Project management and estimating software are extremely important, but most solicitations require many more software titles.
 - Assure you have the correct and most current RSMMeans cost data. There are several titles to choose from and some contracts require more than one title.
 - Properly build out and create auditable line item estimates for the sample project. Estimates include line items, line item modifiers, notes, and takeoffs. Be sure to apply the appropriate local city cost index as per contract. A full and detailed understanding of the scope of work and specifications are essential for a successful proposal.
 - Evaluate costs for mobilization, demobilization, and execution. The word execution is huge; what is the contract requirement for the size of your local team to execute the contract?
 - Build your coefficients carefully. Take into account the weighting factors and predicted balance for each coefficient. Be aware of line items or sections excluded from Unit Price Books (UPBs). The items that are excluded from the price book may not be used in estimates. Therefore, these line items may need to be included in your coefficient. This is often the case for portions of Division 01 when using RSMMeans for the UPBs.
 - Assemble your best past performance.
 - Consider your office staffing requirements.
 - Consider any state tax obligation. This tax may be difficult to find, but it is required.
- (Continued on Page 6)

Bidding a JOC or SABER... (Continued from page 5)

- Take advantage of asking and reviewing the questions and answers (Q&A's). Be sure to read the FBO site often and check for addendums. All old and new contract information must be considered, including Q&As. Remember some RFPs have a drop dead date to ask questions. You want all your questions answered before you turn in your final proposal.
- Attend the Pre-Proposal Conference and Site Visit (for the Sample Project) if there is one; you can gain valuable information.
- Have others on your team review your proposal for content, grammar, and format.
- Review available files and bid packages (attachments, solicitations, amendments, etc.).
- Ensure you understand and meet every requirement of all sections, especially Section L, Proposal Preparation, and Section M, Evaluation Factors. This may maximize your score by covering every evaluation item.

Industry News

Year to Date Construction Cost Index	
Construction	+3.2%
Building	+2.8%
Materials	+1.0%
Steel	-1.2%
Lumber	+6.0%
Cement	+3.0%

As of August 2014 – (Source: ENR)

Construction cost estimators estimate the cost of construction work. They may, for example, estimate the total cost of building a bridge or commercial shopping center. They may identify direct costs, such as the cost of raw materials and the cost of labor, and set a timeline for how long the project will take. Cost estimators work directly for owners, construction firms, consultants, architects, and engineering firms. Overall, the number of cost estimators is expected to grow 2.6% per year (10 year average). Below is a look at the number of construction cost estimators in the United States.

Job Trends – Construction Cost Estimators – (Source: U.S. Department of Labor)

Utilities	15,000
Construction of Buildings	32,000
Heavy and Civil Engineering Construction	11,700
Specialty Trade Contractors	74,300

Training News

e4Clicks Virtual Training

First and foremost, "Happy Fallout" and may the force be with you all! We have some great news. We updated our virtual training prices and now they are even a better value! Our Training Courses, just like the software are developed "By Estimators for Estimators." That makes them "real." We have walked in your shoes; we have been to your dance. We are not afraid of questions, in fact we welcome them. Questions are another aspect of our classes that make them "real."

Check out the links below for more information.

[4Clicks Introduction to RSMeans Estimating Online Virtual Training](#)

4Clicks Introduction to RSMeans Estimating – Individual - \$120.00

4Clicks Introduction to RSMeans Estimating – Group - \$380.00

This online session provides an incredible opportunity to be introduced to RSMeans Cost Data. Plus, you can participate from your own office! Whether you are an Owner, Contractor, Subcontractor, AE, Facility Manager, Planner, or Procurement Professional; this six (6) hour session is perhaps one the best investments you could make!

[e4Clicks Getting Started Online Virtual Training](#)

e4Clicks Getting Started Virtual Training – Individual - \$350.00

e4Clicks Getting Started Virtual Training – Group - \$1,120.00

e4Clicks Getting Started Virtual Training – Owner - \$2,240.00

This online class is perfect if you don't have time to make it to one of our 2-Day Introductory regional training classes, but could use some help getting started. Getting Started class is six (6) hours and designed to get you up and going with your e4Clicks Project Estimator. You won't learn the entire program, but you will receive the basics. This is a great "kick start," so you can start knocking out some estimates.

[Find out what customers have to say about our 4Clicks Training Team](#)



Remember that 4Clicks is an Approved Education Provider through ACE International. In addition to having some fun and learning new skills, you can earn **Continuing Education Credits for your attendance** in most of our training courses. Classes can fill up quickly; so reserve your seat before we're sold out! [Register Now.](#)

Upcoming Training Dates

2014 TRAINING DATES		
4Clicks Introduction to RSMeans Estimating	 Virtual Training	17 September
e4Clicks Getting Started	 Virtual Training	18 September
4Clicks Introduction to RSMeans Estimating	 Virtual Training	15 October
e4Clicks Getting Started	 Virtual Training	16 October
e4Clicks Hybrid Training Course	San Antonio, TX	21, 22 October
4Clicks Introduction to RSMeans Estimating	 Virtual Training	5 November
e4Clicks Getting Started	 Virtual Training	6 November
4Clicks Introduction to RSMeans Estimating	 Virtual Training	10 December
e4Clicks Getting Started	 Virtual Training	11 December

Regional Training

4Clicks training gives your team valuable hands-on training designed to get the most out of your investment. Our students gain incredible understanding and great retention. Our training manuals give students very thorough information they use and take home with them.

Onsite Training

Are you interested in our trainers traveling to you? This saves you time and money – not to mention the convenience and benefits of customizing the class to fit your specific needs.

Virtual Training

Experience the benefits of training without ever leaving your office. Choose from 2, 4, or 6 hour sessions dedicated specifically to your team's needs.

Custom Training

We can provide your team a Custom e4Clicks Getting Started Class. This class is perfect for a new user or a user that wants to get trained-up on the basics. This is a six hour class – online with no travel costs! This class allows for a single group with twenty attendees over multiple connections. So you are able to bring your team together online!

[Contact us](#) to discuss your specific needs and for more information on class syllabuses.

Q & A Corner

Q: All of the line items in my estimate are Custom. How did this happen?

A: There is a setting in each of your guides to Add items as Custom. This can be handy at times, but many times you want your line items to be reported directly from RSMMeans or another pricing guide. If this option is checked, all of the line items will come into your estimate as custom. (This option is in the Settings panel. This panel is on the Settings tab in the Alternate and Trades guide.)

Q: How do I fix this in my estimate?

A: The quickest way to fix this is to reprice your line items. Tag all of your line items, then right-click, select Process Tagged Line Items, and then select the Batch Modify Line Items command. For RSMMeans line items, use the RSMMeans Multi Reprice tab. For other line items, use the Re-Select Guide tab.

Q: How do I keep this from happening again?

A: Your guides will remember the last settings you used. If you use the Add items as Custom option, you will definitely want to check this setting carefully to ensure you get your desired result. When you close your guide, you may want to ensure this option is unchecked.

BONUS:

This same process works if you have inadvertently added a City Cost Index (CCI) directly into your line items. You will want to check that setting in your guides, and you can reprice your line items to reset them back to the National Average (no CCI applied).

Purchase your 2014 RSMMeans Cost Books

Remember you can purchase your printed RSMMeans Cost Books from us directly.



Get free shipping plus a 20% discount on RSMMeans hardcopy Cost Books!



Partnering with Education



4Clicks is pleased to support College and University students and professors with our cost estimating software and *exclusively enhanced* electronic RSMMeans Cost Data. This is a no cost service. [Sign up today!](#)

Use Our FedEx

Use our [FedEx corporate agreement account number](#) to receive a discount to create, print, and deliver documents nationwide at over 1,800 FedEx Office locations.

Client Survey

We can't say it enough – our success is based on great clients and partners. [Please tell us what we are doing right or what we are doing wrong ... and send us information for our newsletter!](#)



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