



4Clicks
By Estimators For Estimators



4Clicks
CHATTER



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

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Memorial Day & Summer Opportunities

We just celebrated Memorial Day, an American holiday observed on the last Monday of May, that honors men and women who died while serving in the U.S. military. Originally known as Decoration Day, it originated in the years following the Civil War and became an official federal holiday in 1971. Many Americans observe Memorial Day by visiting cemeteries or memorials, holding family gatherings and participating in parades. Unofficially, at least, it marks the beginning of summer. We thank the family and friends of the men and women who gave the greatest sacrifices while serving our country.

Heading into summer, the Federal Business Opportunities: www.fbo.gov is getting busy with new RFP's, and we are starting to see some awards.

Remember to check out our [4Clicks Partners page](#) if you need help in writing a proposal, developing coefficients, preparing cost estimates and a lot more.

Being ready for the work to come is more important now, more than ever. We've got great virtual training classes that are helping new customers get started and working more efficiently. Great training is a wise investment.

We wish everyone well, including safe travels this summer and best wishes with your current and future opportunities!

Michael Brown

By an Estimator, For an Estimator

**Quote of
the month**

*"The golden rule for every business man is this:
Put yourself in your customer's place."*

– Orison Swett Marden

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 and Google +. You will find all of the latest information, news, training dates and testimonials. We are spreading the word about #4Clicks

Welcome New 4Clicks Clients!



Aberdeen Proving Ground
Bairco Construction
Barkley Andross
Brunswick Energy
Construction Consulting
David Howell Enterprises

Four Tribes
Hot And Cold Corporation
Hughes Electric
JOATMON
JW Clark Enterprises
Pacificspan/E-Corp, JV

Paradigm Mechanical
Raven Services
Red Horse Hurlburt Field, FL
Superior Fire
Thompson Engineering

Industry News:

4Clicks New YouTube Videos

Hopefully our YouTube videos have been helpful to you and your team. If you haven't checked them out yet, take a peek and let us know what you like – and what we could add.

<https://www.youtube.com/user/4ClicksSolutions>

Training Playlist

We have several different playlists you can check out. The Training Playlist might be the most popular. We are looking at adding new videos and refreshing some of the existing ones. Let us know what you'd like to see!

<https://www.youtube.com/playlist?list=PLCiY9-bygonf6o63Uxg86trx-fMQLZUTP>

Technical Evaluation Video

We've also created a brand new video covering the technical evaluation process. Because this feature is not available for all markets, we have not published it to our public YouTube site. If you'd like access to this video, please contact us at support@4Clicks.com. We will send you a link to access it.

We hope these videos and our other tools are helping you. Please let us know if you have other ideas of how we can better serve you!

J.W. Clark Enterprises Awarded \$75M IDIQ at JB Langley Eustis

J.W. Clark Enterprises Inc., Chesapeake, Virginia, has been awarded a \$75,000,000 indefinite-delivery/indefinite-quantity contract for simplified acquisition of base engineer requirements. Contractor will provide minor construction and facility repair for a broad range of maintenance, repair, minor and new construction work on real property. Work will be performed at Joint Base Langley Eustis, Virginia, and is expected to be complete by March 26, 2017. This award is the result of a competitive acquisition with 12 offers received. Fiscal 2016 with operation and maintenance funds in the amount of \$6,000 are being obligated at the time of award. The 633rd Contracting Squadron, Joint Base Langley-Eustis, Virginia, is the contracting activity. (FA4800-16-D-0001)

Higher Oil Prices and Construction Costs



Higher oil pricing has an impact on current and future construction costs. Building materials and the cost to perform the work are affected when oil prices change.

Discuss using more green materials. Salvage any reusable materials and look at the value of scrap building materials. As an estimator, know your costs associated with manufacturing and delivery of construction materials, such as PVC piping, plastic materials, roofing, asphalt and lumber.

Customer Spotlight

Lajes Field



We are excited to celebrate and spotlight our great clients at Lajes Field, in the Azores! We have been supporting the men and women of the 65th Air Base Group's Civil Engineering team since July of 2007.

The origin of Lajes Field dates back to 1928, when Portuguese Army Lieutenant Colonel Eduardo Gomes da Silva wrote a report on the possible construction of an airfield in the plain land of Lajes, for that branch's aviation service. However, the location of Achada on the island of São Miguel was chosen instead, at the time for the construction of the field. In 1934, the Achada airfield was condemned due to its inadequate dimensions and adverse weather conditions, resulting in the construction of a landing strip of packed earth and a small group of support facilities by the Portuguese military at Lajes.

During World War II, the designation of the airfield was changed to Air Base No.4 and the Portuguese government expanded the runway, sending troops and equipment to Terceira, including Gloster Gladiator fighters. The military activities in the Azores grew in 1942, as the Gladiators began to be used to support allied convoys, in reconnaissance missions and on meteorological flights. In addition, the first Portuguese Junkers Ju 52 arrived in July 1942 to fly cargo missions.

Today, Lajes Field provides support to 15,000 aircraft, including fighters from the US and 20 other allied nations. The geographic position has made this airbase strategically important to both the United States and NATO's war fighting capability. In addition, a small commercial aviation terminal handles scheduled and chartered flights from North America and Europe, especially mainland Portugal. It also supervises commercial air traffic with the other islands in the Azorean archipelago and trans-Atlantic refueling and stopovers for commercial airlines, executive and corporate jets, air cargo haulers, small private aircraft, governmental flights, humanitarian missions, etc.

4Clicks Technical Support: Tips & How To

How can I see Labor Hours in my Estimate?

There are a couple of ways to quickly check or report on the labor hours in your estimate. Look over these options and see which one meets your current need:

- 1. Line Item Level (Individual):** On the **Line Items** tab, highlight a line item. Then look in the gray information panel on the right side. If the line item has labor hours, it will display there. Arrow up and down over your line items individually to do a quick check of which line items have labor hours. (See image)
- 2. Line Item Level (Tagged Group):** On the **Line Items** tab, tag some line items. Then click on the **Reports** button and choose **Estimate Summary**. When the **Summary** window opens you'll notice that there are a lot of different totals that

Data		Clipboard:	Empty
Quantity	Total	Crew:	1 CARP
51,381.8800 P	\$3,682.91	Output:	3.00
7,000 P	\$42,525.00	Labor Hrs:	2,667
7,000 P	\$5,565.00	Unit:	Door
7,000 P	\$1,431.50	Material:	\$935.50
7,000 P	\$8,400.00	Labor:	\$204.50
7,000 P	\$2,065.00	Equipment	
7,000 P	\$350.00	Quantity:	7,000
7,000 P	\$2,009.00	Unit Cost:	\$1,200.00
7,000 P	\$1,883.00		
7,000 P	\$826.00	Ext Matl:	\$6,968.50
7,000 N	\$17,255.00	Ext Labor:	\$1,431.50
7,000 N	\$5,075.00	Ext Lbhrs:	18.669
		Ext Equip:	
		Total:	\$8,400.00

you can view at a glance (for the line items that you have tagged.) Labor hours is one of those totals. **Tip:** If you want to copy any one, single, total that you see there, just right click on it and choose a copy option.

3. **Estimate Level (as a Report):** On the **Estimates** tab, tag your estimate. Then click on the **Reports** button and choose **Print Estimates**. When the **Estimate Report Options** window opens, choose the **Estimate Budget Details** report on the left side of the window. When you run the report, you'll find that you'll have a two tabs on the resulting spreadsheet report that show you the labor hours (the **Details** tab and the **Budget Summary** tab). Due to its size, this report can only be generated to a spreadsheet.
4. **Estimate Level (as a Productivity Report Option):** On the **Estimates** tab, tag your estimate. Then click on the **Reports** button and choose **Print Estimates**. When the **Estimate Report Options** window opens, choose your report on the left side of the window. In the middle of the window, scroll down through the list of options in the **Options** panel. The option called **Print Productivity Summary** will add a page at the end of the report that summarizes the labor hours in your estimate.

Please note that this option only supports RSMean and Trades line items only (Custom line items will not be included even if they are RSMean based.)

4Clicks on Instagram

Follow us: 4Clicks



Ft Jackson, SC Training



Instagram

< Beale AFB, CA



FH Paschen Associates, Falls Church, VA



Sales Exec, Ryan Brown for participating and supporting a great cause - The 12th Annual Pat's Run, in Tempe, AZ

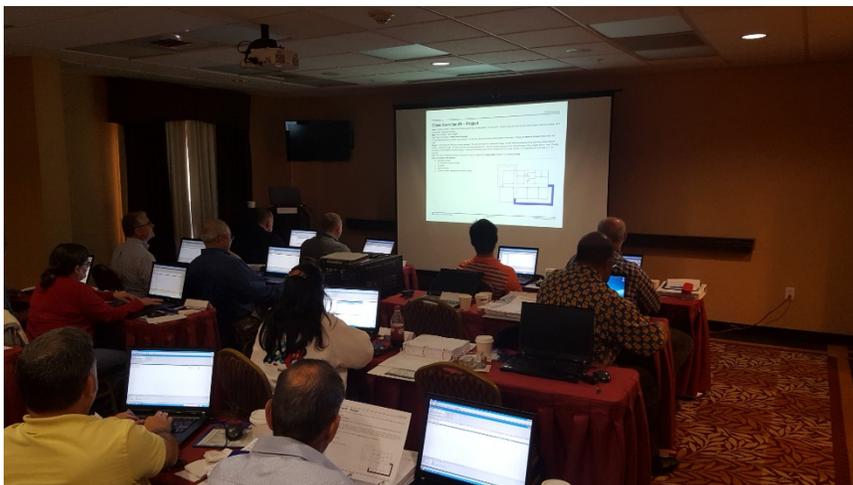
Training News

4Clicks Training

Is this year flying, or is it just me?!

Jesse had a 2-day class at Beale AFB and I just got back from teaching a 2-day custom class with the groups at Joint Base San Antonio, which included Lackland AFB, Fort Sam Houston, and Randolph AFB. We ended the class with building template estimates! They can use these estimates and copy and paste them into future projects.

Before you know it, year-end will be upon us. Please check out our training dates below. We've even scheduled a class in September, so if you are struggling or need a refresher, come join us.



Joint Base San Antonio Training

Upcoming Training Dates

2016 TRAINING DATES		
e4Clicks Getting Started		06 June
e4Clicks Introductory to Advanced Training – Day 1 Basics of e4Clicks and Estimating		07 June
e4Clicks Introductory to Advanced Training – Day 2 Estimating Tools and Basics of eTakeoff		08 June
e4Clicks Introductory to Advanced Training – Day 3 e4Clicks Advanced Tools		09 June
e4Clicks Getting Started		12 July
e4Clicks Hybrid Training Course		13-14 July
e4Clicks Getting Started		09 August
e4Clicks Introductory to Advanced Training – Day 1 Basics of e4Clicks and Estimating		10 August
e4Clicks Introductory to Advanced Training – Day 2 Estimating Tools and Basics of eTakeoff		11 August

e4Clicks Introductory to Advanced Training – Day 3 e4Clicks Advanced Tools		12 August
e4Clicks Getting Started		13 September
e4Clicks Hybrid Training Course		14-15 September

Training Tip: Quick Takeoff Tool

The job walk is very important. Get a solid scope of objectives, current drawings, or even a flooring sketch. When the job is interior finishes, such as flooring, walls, and ceilings, start with an empty takeoff list. Write down the UM, quantities, measurements and any notes, such as the room details, flooring, and special considerations. After the job walk, come back and update your line item notes and finalize your estimate.

No.	Item	Description	UM	Qty	Line Item Notes
1	02-41-19-0800	Selective demolition, rubbish handling, the following are to be added to the demolition prices: Dumpster, weekly rental, includes one dump per week, 30 C.Y. capacity, 7 tons	Ea.	1	Need 110 CY dumpster
2	02-41-19-2000	Selective demolition, rubbish handling, the following are to be added to the demolition prices: Load, haul, dump and return, 0' to 50' haul, hand carried			240' from offices to dumpster
3	09-05-05-20-0400	Selective demolition, flooring, carpet, bonded, including surface scraping			scraping in rooms 7, 8 and 11
4	09-05-05-20-0560	Selective demolition, flooring, carpet tile, permanent adhesive			carpet tile in rooms 1 through 6
5	09-05-05-20-0850	Selective demolition, flooring, vinyl or rubber cove base			4" standard brown base
6	09-05-05-20-0860	Selective demolition, flooring, vinyl or rubber cove base, molded corner			cut inside and pre-molded outside corners 8 in each room
7	09-65-13-13-0700	Resilient base, 18" vinyl base, standard colors, straight or cove, 4" high			4" brown
8	09-65-13-13-0730	Resilient base, 18" vinyl base, standard colors, corners, 4" high			replace with inside and outside corners
9	09-68-13-10-1100	Carpet tile, tufted nylon, 24" x 24", hard back, 24 ounce			Rooms 1 to 6 - each room is 20 x 15
10	09-68-16-10-0700	Sheet carpet, commercial grades, direct cement, nylon, level loop, 26 ounce, light to medium traffic			
11	09-68-16-10-0720	Sheet carpet, commercial grades, direct cement, nylon, level loop, 28 ounce, light to medium traffic			
12	09-68-16-10-0900	Sheet carpet, commercial grades, direct cement, nylon, level loop, 32 ounce, medium traffic			7 - 20 x 15, 8 - 10 x 12, 11 - 20 x 15
13	09-68-16-10-1100	Sheet carpet, commercial grades, direct cement, nylon, level loop, 40 ounce, medium to heavy traffic			
		Estimate short material lead time, submittals for flooring - standard hours would like to start 2nd week of July Building Manager is Patrick Stars			

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.



4Clicks is an Approved Education Provider through AACE 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.](#)

Q & A Corner

Q: Is e4Clicks compatible with Windows 10?

A: Yes! We have several users already successfully using e4Clicks on the new Windows 10 operating system with no issues.

Note:

If you are going to be transferring your software to a new machine, please remember that you will need to work with 4Clicks technical support first to officially deactivate your current software license before transferring it the new machine.

Q: As a contractor, how can I get GSA pricing when purchasing software?

A: A Contracting Officers can authorize your firm to place orders under GSA's Federal Supply Schedules Program in accordance with FAR 51.102. Any supplies and services purchased under this authorization must be properly accounted for and properly used. You would be responsible for compliance with the applicable policies and procedures prescribed in FAR

51.1 particularly FAR 51.103, regarding the purchasing from GSA Federal Supply Schedule contracts.

Purchase your 2016 RSMeans Cost Books



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



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

Partners in Education

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



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!

Pay Online

Pay your invoices for software and training online! We accept VISA or MasterCard. [Click here](#) to pay online.

Give Us a Review on Capterra!

Do you love our software features? Let others know by giving e4Clicks Project Estimator a review [here!](#)



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