4Clicks
By Estimators For Estimators

4Clicks CHATTER

The Premier

Cost Estimating & Project

Management Solution

Happy Fallout & New Data Agreements

We know you are just as busy as we are with Fallout approaching! Contracts are being awarded and money is being spent. Government owners and contractors are starting to walk jobs and prepare for this. Make sure you are planning and preparing now. If you are blessed to have a current delivery order contract, you should meet with your owners to identify what you can be working on now. Walk the jobs, build your estimates, negotiate the final price and put them on the shelves ready for funding. Do what you can today to make sure you have the best fallout possible! Ensure your cost estimating software is current, your RSMeans City Cost indexes are up to date, and your staff is trained and ready to go!

Many of you want to know how this year has progressed with our data agreements. We are happy to announce that 4Clicks recently signed a multi-year construction cost data reseller agreement with RSMeans. This is the first of two agreements since the acquisition of RSMeans by The Gordian Group. 4Clicks has been a partner of RSMeans for over almost 15 years, and we are excited about the opportunity to continue adding to our portfolio of products and cost data. We are now working on a reseller agreement to provide The Gordian Group's Construction Task Catalog, or CTC. 4Clicks is excited to offer both datasets to our current and future customers.

It has been a challenging and exciting year with all of the changes. 4Clicks looks forward to the future, and continues to search for the best construction cost data for our customers. Thank you to our Sales and Marketing team for giving us the opportunity to say hello to our new clients and earn their business. We appreciate all of the miles flown and hours spent on the road by our Training team. Our awesome Tech Support team continues to help new clients get started and provides top notch help to our existing clients. We appreciate all of our customers and look forward to earning your business every day. Happy Fallout!

Michael

Michael Brown
By an Estimator, For an Estimator

Quote of the month

"If it is to be, it is up to me."

William H. Johnsen

Ceasel Sneak Peek

Many of you are curious where we are on our Ceasel development. We are basically done with our "beta" period. We are finishing up the programming on the main pieces we want in our release program. Much, much more will be added of course, but we wanted a good baseline for folks. So what have we been up to over the year?

One of the biggest frustrations with online products is speed and response. We have focused incredible time and effort on these items throughout programming – especially this last year. Shortly, we are releasing a Usability Test that will allow you to test your system against Ceasel to let you know how it should respond. The test will give you immediate feedback on how the speed of your internet, computer, and browser will affect Ceasel and which of those areas to tweak to get the best results.

Portfolio and report branding allows you to customize logos, headers, and footers. Brand your reports however you need!

Importing and Exporting is up and running! You can import/export cost items, estimates, projects, folders, and more!

Need to switch out one cost item with another while keeping your quantity, notes, and takeoff? Piece of cake. Need to switch it to another year? No worries.

Do you want to change the year (or other settings) of all of your cost items? Use 'Batch Modify', and it's done in a matter of clicks!

So what can you do with an RSMeans cost item? You can choose bare or overhead and profit pricing, then you can integrate a CCI, you can now customize it as necessary, and even enhance it to account for 'remove and replace' as an extreme example. We have given you crazy control over your cost items!

These were all added while working through the kinks of launching a new program on a new platform. We can't thank our "beta testers" enough for their patience and help working through this period and the bugs they encountered. Their efforts will benefit all Ceasel users!!

Stay tuned for more information on Ceasel production and the upcoming "official" release details!

Welcome New 4Clicks Clients!

Accubuild Construction
All About Roofing and Construction
All Pro Electric
Allcon
Blakeland Construction Services
CMGC Building
CTI Electric
Daniels and Daniels Construction
Dorsett Technologies
Eagle Environmental
eContractors
Environmental Abatement

Ezekiel Construction
Gomez General Construction
Harris IT Services
Haskell
Ian
Island Contracting
King George
KR Plumbing and Mechanical
Mejia International Group
MGS Construction
Mountain Valley Mechanical
Nichols
Northern Construction
Ortega Plumbing and Heating
RB Rays Services

Rogue Architecture
SAC Services
Sahara Palms
Seneca Mechanical
Sheet Metal Works
Silverleaf Partners
Southern Site Development
Spectrum Services Group
The RMH Group
Turner Electric
Wells General
Wolf Creek
Woodruff Construction

FAA Selects e4Clicks Project Estimator!

The FAA recently selected e4Clicks Project Estimator with RSMeans Facilities Cost Data and 4Clicks Training to support its new Job Order Contracting program.

"4Clicks software and training was selected as it was determined via market research to best support the purpose of a Job Order Contract" – FAA Contracting

"The purpose of a Job Order Contract is to create a lasting relationship with one contractor where pricing is predictable and fair and reasonable; the Contractor gains efficiencies through repeated work and familiarity with our facilities; and the Owner gets expedited construction services and an assurance of continued high performance." (Source: FAA Job Order Contract (JOC) IDIQ for the Eastern Service Area Post Award Presentation).

Job Order Contracts with five year durations were awarded across multiple FAA geographic regions. The maximum value per JOC is $5,000,000 with individual JOC task orders limited to $500,000. e4Clicks Project Estimator Software will be used by FAA personnel and awarded contractors to enable low cost deployment of JOC workflows and to monitor program operations.

Back Up Your Data

Don't Lose the Projects You've Worked Hard on During This Busy Time

Things happen. Server's crash, computers suddenly go dark, hard drives fail and laptops get stolen. It can happen to any of us. Please take the extra time to make a backup of all of your important information- e4Clicks related and otherwise.

If your software is on a server, you may think that your IT staff already has a plan in place for backing up your e4Clicks and/or its data. You may be right. However, the reality is that sometimes only servers with a certain priority or those that are on a certain network get backed up. On a standalone workstation, your IT staff may not have the resources for making backups or even for knowing what you need to have backed up.

Facts and Tips About our e4Clicks Data Folder Backup Tool:

- In e4Clicks, all databases (including those that store your projects, estimates, contracts, etc. are stored in "the data folder". This is the folder (or folders) named after your office.
- Any user can log in and use the software's built in tool for making a backup of the data folder.
- If you have a current backup of your data folder, we can help you get back up and running right where you left off in a short amount of time. Please use this tool from time to time.
- Keep, maybe, 5 current backups - deleting the oldest ones as you go.
- You can keep a backup in the default folder where the software will naturally make that backup. However, please keep a redundant copy somewhere off of the host machine that you can easily get to.

How to Make a Data Folder Backup

If your software is on a server, then everyone else must be out of the software.
Log in to the software. Then close the Projects window so that you only have the grey background showing.
- If you have multiple data folders, then you will need to log in to each one (one at a time) and do this process.
1. Go to: File\File Maintenance\Make a Backup of Data Files.
   - Click Yes on the warning prompt.
2. Click Save on the Create Zip File window.

- Don't click away from the software while the process is running or it will prompt you to abort.
3. Once the file is made, a Windows window will open at the location where the file was made.
   - The default 'save' place is e4clicks\backup.
   - FYI: The name of the backup file will have the name of the user that was logged in who made the backup, and the date that the file was created as part of the file name.
   - You can keep a copy in the default 'save' location AND you can make a copy of that and save it somewhere redundantly off of the host machine for extra protection.
4. That's it! We will have you send us this backup if you end up needing a rebuild.

We can do more for you! Please share your ideas with us. We can only get stronger with your valuable input. Take our e4Clicks Survey! There room for your ideas within the survey. Thank you!

National Job Order Contracting Research Survey Under Way
A CALL TO CONTRACTORS!

The Performance Based Studies Research Group (PBSRG) out of Arizona State University (ASU) is currently conducting an industry-wide study, evaluating the Job Order Contracting (JOC) delivery system. Real property owner and contractor Organizations are being asked to comment upon their experience and opinion of the JOC system.

To date, well over fifty real property owners are processing their questionnaires. Contractor responses, however, are desperately needed! Remember: JOC is a collaborative process, involving both Owners and Contractors, thus Contractor input is required in order to receive the best possible value from the research! The deadline for contractors to complete the survey has been extended to October 15th.

Click on this link to respond to the survey. Remember, partial survey completion is OK!
You need only respond to the questions you are qualified and able to answer.

Industry News
Department of Energy Selects e4Clicks Project Estimator

The DOE Headquarters is now deploying e4Clicks Project Estimator for cost estimating and project management. The ability for the DOE to improve productivity and transparency by using e4Clicks software and 4Clicks professional training services was central in the DOE's choice of products and services. Federal Departments and Agencies are being mandated to "do more with less", while also supporting their facilities real property portfolios. This requires the consistent application of collaborate construction delivery methods, improved decision support, and continuous improvement.

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

Training News

4Clicks Training Hits the Road

Hello 4Clickers and Happy Fallout from the Training Division!

Over a 30 day period, 4Click's Training Team made the rounds, we were Road Warriors. Everyone is getting ready for "Fallout" and we are glad to help!

We trained four Air Force Bases, one Army Base, one Contractor, the Department of Energy (DOE) and two regional locations for the Federal Aviation Administration (FAA). Eglin, Whiteman, Moody, and Tyndall AFB's were gearing up for Fallout. We had great participation and most were annual training. They loved "hot keys". Learn it right the first time, the fast way, with our "hot keys".

Fort Benning was a unique class. The class was provided to the Base Operation Support (BOS) Contractor. Among many other duties, the contractor provides RSMeans estimates in support of the BOS contract. Jobs may range from small repair to renovation projects.   Estimates can now be developed in 4Clicks using various databases, from the RSMeans Master Composite or Facilities to the Facility Maintenance and Repair database or they could input their own custom database.   It's nice to have consistency between all the estimates and the Team using one powerful program that can manage multiple contracts at multiple locations!

The Department of Energy wanted more training! We presented two introductory classes earlier in the year. It's common to deliver a two day intro class, the clients then use the software and practice what we taught, and a couple months later, we present a one day advanced class. They learned all about our day three class. Day three reinforces "the process" and allows the Estimators to learn about our estimating tools and of course, lots of hot keys!

The Federal Aviation Administration is a new client. It was determined 4Clicks was the best value for their JOC contract. They awarded nine contracts along the East Coast; ranging from Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, West Virginia, Virginia, Maryland, Washington D.C., Delaware, North Carolina, South Carolina, Georgia, Kentucky, Tennessee, Mississippi, Alabama, Florida, San Juan Puerto Rico, and down to the U.S. Virgin Islands. We provided onsite classes in NH and GA, and we also provided virtual classes for the FAA and their Contractors.

4Clicks Spotlight: A FREE up to one hour training and Q&A Session
September 15, 2015 — 9:00am MST ~~ October 13, 2015 — 9:00am MST
November 2, 2015 — 9:00am MST

Designed for the new e4Clicks user, this up to one hour spotlight will get you up and running with tips, resources and support! We are excited to show you how to get off the ground faster and quickly develop more estimates and bids.
The following items can be covered in this virtual GoTo Meeting:

- Getting Started and Organized
- References
- Maneuvering Screens & Using Search Engines
- Copy and Paste
- Tips & Tricks
- Customer Support & Services

Attendees will be using e4Clicks, and a log-in of the program is required. After registering, you will receive an email with the information on how to join the GoTo Meeting. This one hour meeting begins at 9:00am MST. Register Here!

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.

Upcoming Training Dates

2015 TRAINING DATES		
e4Clicks SPOTLIGHT	Virtual Training	15 September
e4Clicks Getting Started	Virtual Training	16 September
e4Clicks SPOTLIGHT	Virtual Training	13 October
e4Clicks Getting Started	Virtual Training	15 October
e4Clicks SPOTLIGHT	Virtual Training	2 November
e4Clicks Getting Started	Virtual Training	5 November

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.

Efficient Construction Project Delivery

Virtually any real property owner will tell you that most of their facilities budget targets renovation, repair, maintenance, and sustainability projects versus major new construction. They will also tell you that this is where they have the least amount of visibility and control.

In today's world of "doing more with less", it's not surprising that more and more owners and contractors are leveraging LEAN best management practices and associated supporting technology, embedding these workflows to balance facility needs with ever tightening budgets. Read our white paper here.

Q & A Corner

Q: I need a Demolition line item. I can't find one in the pricing guide. What do I do?

A: The software has a feature called "Create Demolition Line Item (Automatic)" that allows you to create a custom line item, out of an item in a pricing guide, as a demolition line item.

This feature can be found in 2 places:
1. Pricing Guide Book window:
For a line item that you want to add to your estimate from the pricing guide:
• Guide (button) – Tools - Create Demolition Line Item (Automatic)

2. Inside your estimate on the Line Items tab: for line items that are already in your estimate and need to be changed:
• Line Items (button) - Line Item Tools - Create Demolition Line Item (Automatic) from Current Selected Line Item

When you are in the pricing guide book window, choosing this feature will open up the line item properties window (as it normally does so that you can input a quantity) BUT the labor cost is reduced 50% and the material and equipment costs are stripped out.
• The line item is now a custom line item. That means you can adjust anything you need to from that window.

Bonus Tip:
If you use the Estimate Details report, you'll see a breakdown of L, M, E for each line item.
On reports: custom line items will be placed under a heading called "Alternates." If you do NOT like that heading, please note that version 2.627 allows you to change that "Alternate" heading label with whatever wording you prefer.

Purchase your 2015 RSMeans Cost Books

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

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

Give Us a Review on Capterra!

Do you love our software features? Let others know by giving e4Clicks Project Estimator a review at Capterra.com

Partnering with Education

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

Use 4Clicks 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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