

**Prosoft<sub>INC</sub>**  
Professional Estimating  
Sample Reports

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Reports contained in this book are subject  
to change with product enhancements.  
Reports are not shown in their entirety and in most  
cases are reduced for layout purposes.  
The system also produces additional reports.

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Item/Assm#	CostCode	Description	Unit	Cat
60.30900	04221	48" x 48" x12" Conc Ftg	EA	S
	03.10910	Exterior Square Footings	EA	1
	03.21150	#5 Rebar (EA) (20' Len)	LF	Square Footings Rebar
	03.30900	2500 PSI Concrete	YD	48x48x12 Footings (Each)
60.33000	03100	3.5" Concrete Slab - 2500PSI	SF	S
	03.10300	Concrete Labor Slab	SF	None
	03.30900	2500 PSI Concrete	YD	3 1/2 Slab to Cubic Yards
	03.30990	Fiber Mesh 1.5# Bag	CY	Fibermesh to 4" Slab
	03.31300	6 Mil Visqueen (20 x 100)	EA	Roll 20 x 100
	03.31310	Visqueen Tape	EA	Visqueen Tape
① 60.33020	03100	3.5" Concrete Slab - 3000PSI	SF	S
	03.10300	Concrete Labor Slab	SF	None
	03.30910	3000 PSI Concrete	YD	3 1/2 Slab to Cubic Yards
	03.30990	Fiber Mesh 1.5# Bag	CY	Fibermesh to 4" Slab
	03.31300	6 Mil Visqueen (20 x 100)	EA	Roll 20 x 100
	03.31310	Visqueen Tape	EA	Visqueen Tape
60.33100	03100	4" Concrete Slab (Mono)	SF	S
	03.10500	Concrete Labor Monolithic Slab	SF	None
	03.30900	2500 PSI Concrete	YD	Slab 4inch Conv
	03.30990	Fiber Mesh 1.5# Bag	CY	Fibermesh to 4" Slab
	03.31300	6 Mil Visqueen (20 x 100)	EA	Roll 20 x 100
	03.31310	Visqueen Tape	EA	Visqueen Tape
60.33120	03100	4" Monolithic Slab - 3000 PSI	SF	S
	03.10500	Concrete Labor Monolithic Slab	SF	None
	03.30910	3000 PSI Concrete	② YD	Slab 4inch Conv
	03.30990	Fiber Mesh 1.5# Bag	CY	Fibermesh to 4" Slab
	03.31300	6 Mil Visqueen (20 x 100)	EA	Roll 20 x 100
	03.31310	Visqueen Tape	EA	Visqueen Tape
60.34100	04221	Stem Wall - 2 Blks/Bars 8x16	LF	S
	03.10100	Concrete Labor 8x16 Footer	LF	None
	03.30900	2500 PSI Concrete	YD	Footing 8x16
	03.31200	2 Rod Chairs(LF) /100	LF	Rod Chairs
	03.31600	6" Loop Ties /1000	EA	Loop Ties 1/1000
	04.22500	Concrete Masonry Block Labor	EA	2 per Foot (Block)
	04.25000	8x8x16 Regular Block	EA	16" Material to LF
	04.25300	8x8x16 Header Block	EA	16" Material to LF
	04.41100	Type S Mortar (BG=60 Blk/150)	BG	Type S Mortar 2 Blk/LF
	04.41110	Sand (9 Bags Mortar = 1 Yd)	YD	Sand = Two Blk per LF

① Assemblies are a grouping of items with a mathematical relationship to the assembly take-off value.

② Assemblies will automatically convert each item into its appropriate purchase units. (i.e. A slab assembly taken off by square foot will convert concrete to yards.)

CostCode	Description	Unit	Cat	Tax	Type	Waste	Min Units	P.Group
Item #	Description							
02860	Fencing							
02.80100	Custom Fence Allowance	\$\$	A	N	I	0	1.0000	ALLOW
02.80200	Picket Fence Allowance	\$\$	A	N	I	0	1.0000	ALLOW
02.90000	Fencing Allowance	\$\$	A	N	I	0	1.0000	ALLOW
02910	Marine Docks							
02.40800	Marine Dock	\$\$	S	N	I	0	1.0000	SITEWK
① 03100	Concrete Flatwork							
03.10000	Concrete Labor Bid	\$\$	S	N	I	0	1.0000	CONCRE
03.10010	Concrete/Masonry Layout to Linte	\$\$	S	N	I	0	1.0000	CONCRE
03.10020	Concrete Labor & Material Bid	\$\$	S	N	I	0	1.0000	CONCRE
03.10030	Concrete Labor Special	\$\$	S	N	I	0	1.0000	CONCRE
03.10040	Concrete Labor Form & Pour Steps	EA	S	N	I	0	1.0000	CONCRE
03.10050	Conc. Flat Work/CMU L & M Bid	\$\$	S	N	I	0	1.0000	CONCRE
03.10100	Concrete Labor 8x16 Footer	LF	S	N	I	0	1.0000	CONCRE
03.10110	Concrete Labor 12x16 Ftg	LF	S	N	I	0	1.0000	CONCRE
03.10200	Concrete Labor 10x20 Footer	LF	S	N	I	0	1.0000	CONCRE
03.10210	Concrete Labor 10x24 Footer	LF	S	N	I	0	1.0000	CONCRE
03.10220	Concrete Labor 12x30 Footer	LF	S	N	I	0	1.0000	CONCRE
03.10230	Concrete Labor 8x16 Beam	LF	S	N	I	20	1.0000	CONCRE
03.10300	Concrete Labor Slab	SF	S	N	I	0	1.0000	CONCRE
03.10320	Concrete Labor (Drives & Walks)	SF	S	N	I	0	1.0000	CONCRE
03.10400	Concrete Labor Slab w/Mono Foote	SF	S	N	I	0	1.0000	CONCRE
03.10500	Concrete Labor Monolithic Slab	SF	S	N	I	0	1.0000	CONCRE
03.10600	Concrete Labor Bearing Walls	LF	S	N	I	0	1.0000	CONCRE
03.10800	Interior Footers 1 Story	LF	S	N	I	0	1.0000	CONCRE
03.10900	Interior Footers 2 story	LF	S	N	I	0	1.0000	CONCRE
03.10910	Exterior Square Footings	EA	S	N	I	0	1.0000	CONCRE
03.11000	Layout Charges/Corner	EA	S	N	I	0	1.0000	CONCRE
03.11010	Layout Charges	EA	S	N	I	0	1.0000	CONCRE
03.11020	Interior Drops	EA	S	N	I	0	1.0000	CONCRE
03.11030	Shower Drops	EA	S	N	I	0	1.0000	CONCRE
03.11100	Stomp Concrete Allow.	EA	S	N	I	0	1.0000	CONCRE
03.11130	Prestressed Concrete Units Bid	EA	S	N	I	0	1.0000	CONCRE
03.11140	Core Drilling Allowance	EA	A	N	I	0	1.0000	ALLOW
03.21150	#5 Rebar (EA) (20' Len)	LF	M	N	I	20	1.0000	CONCRE
03.21160	#3 Rebar (TN) Grade 60 (20' Len)	LF	M	N	I	20	1.0000	CONCRE
03.21170	#4 Rebar (TN) Grade 60 (20' Len)	LF	M	N	I	20	1.0000	CONCRE
03.21180	#5 Rebar (TN) Grade 60 (20' Len)	LF	M	N	I	20	1.0000	CONCRE
03.21190	#6 Rebar (TN) Grade 60 (20' Len)	LF	M	N	I	20	1.0000	CONCRE
03.21200	#7 Rebar (TN) Grade 60 (40' Len)	LF	M	N	I	20	1.0000	CONCRE

① A cost code is used to group items for customer proposals or budget updating in accounting. Estimating budgets and purchase order detail are a bi-product of the estimate and can immediately be uploaded to Prosoft Job Cost accounting system and other windows accounting systems.

Item/Asm#	CostCode	Description	Unit	Cat		
② 03.21200	03100	#7 Rebar (TN) Grade 60 (40' Len)	LF	M		
	UNASSN	Unassigned Vendor	LF		420.0000	None
03.21210	03100	#8 Rebar (TN) Grade 60 (40' Len)	LF	M		
	UNASSN	Unassigned Vendor	LF		415.0000	None
03.21220	03100	#9 Rebar (TN) Grade 60 (40' Len)	LF	M		
	UNASSN	Unassigned Vendor	LF		410.0000	None
03.29000	03100	Concrete Retaining Walls - Bid	\$\$	M		
	UNASSN	Unassigned Vendor	\$\$		1.0000	None
03.30500	03100	Concrete Pumping - Slabs	EA	M		
	UNASSN	Unassigned Vendor ③	EA		400.0000	None
03.30510	03100	Concrete Pumping	\$\$	M		
	UNASSN	Unassigned Vendor	\$\$		150.0000	None
03.30512	03100	Concrete Pumping - Beams	\$\$	M		
	UNASSN	Unassigned Vendor	\$\$		150.0000	None
03.30600	03100	Lintel Mud	CY	M		
	UNASSN	Unassigned Vendor	CY		42.0000	None
03.30900	03100	2500 PSI Concrete	YD	M		
	UNASSN	Unassigned Vendor	YD		54.5000	None
03.30910	03100	3000 PSI Concrete	YD	M		
	UNASSN	Unassigned Vendor	YD		58.0000	None
03.30915	03100	3500	YD	M		
	UNASSN	Unassigned Vendor	YD		60.0000	None
03.30920	03100	4000 PSI Concrete	YD	M		
	UNASSN	Unassigned Vendor	YD		60.0000	None
03.30960	03100	Add for 3000 PSI	YD	M		
	UNASSN	Unassigned Vendor	YD		4.0000	None
03.30980	03100	Small Rock Mix add	YD	M		
	UNASSN	Unassigned Vendor	YD		4.0000	None
03.30990	03100	Fiber Mesh 1.5# Bag	CY	M		

- ① The master file data base contains items and assemblies.
- ② An item is a "building resource" that is user definable. Examples would be permits, 2 X 4, framing, labor and windows.
- ③ Each item can have multiple vendors attached for quick price comparisons. The system maintains each vendors unique part number for accurate purchase order generation.

Takeoff Assembly	Description Item No.	Description	Status	PO #	Notes	Takeoff Qty	Purchase Qty	Unit Price	Extension
1		Stem Wall - 4 courses	I	2					
60.34360		Stem Wall - 4 Blks/2Bars 1c	I			341.50	0.00		
60.34360	03.10200	Concrete Labor 10x20 Foot	2 I	LF		341.50	342.00	2.5000	855.00
60.34360	03.21150	#5 Rebar (EA) (20' Len)	2 I	LF		51.23	61.50	5.2500	322.88
60.34360	03.30900	2500 PSI Concrete	2 I	YD		19.76	24.00	54.5000	1,308.00
60.34360	03.31100	3 Rod Chairs(LF) /100	2 I	LF		1.13	2.00	20.0000	40.00
60.34360	03.31600	6" Loop Ties /1000	2 I	EA		0.34	1.00	7.0000	7.00
60.34360	03.31620	Cavity Caps	2 I	EA		227.67	251.00	0.0200	5.02
60.34360	03.31700	Grade Stakes 16" (100)	2 I	EA		3.42	4.00	10.5000	42.00
60.34360	04.25000	8x8x16 Regular Block	2 I	EA		768.38	923.00	0.6500	599.95
60.34360	04.25300	8x8x16 Header Block	2 I	EA		256.13	308.00	0.7500	231.00
60.34360	04.41100	Type S Mortar (BG=60 Blk/	2 I	BG		17.08	21.00	5.5000	115.50
60.34360	04.41110	Sand (9 Bags Mortar = 1 Yd	2 I	YD		2.37	3.00	18.5000	55.50
60.34360	04.22500	Concrete Masonry Block La	2 I	EA		1,024.50	1,025.00	0.6500	666.25
60.34360	03.21150	#5 Rebar (EA) (20' Len)	2 I	LF		85.38	102.50	5.2500	538.13
60.34360	03.30510	Concrete Pumping	2 I	\$\$ ③		0.34	1.00	150.0000	150.00
60.34360	03.30910	3000 PSI Concrete	2 I	YD		2.73	4.00	58.0000	232.00
60.34360	03.31010	10/50 CORNER #5 Rebar (I	2 I	EA		85.38	103.00	2.5000	257.50
60.34360	03.11010	Layout Charges	2 I	EA		0.34	1.00	175.0000	175.00
									5,600.73
2		Slabs	I	3					
60.33020		3.5" Concrete Slab - 3000PS	I			② 3,764.00	0.00		
60.33020	03.10300	Concrete Labor Slab	3 I	SF		3,764.00	3,764.00	0.3500	1,317.40
60.33020	03.30910	3000 PSI Concrete	3 I	YD		40.66	49.00 ④	58.0000	2,842.00
60.33020	03.30990	Fiber Mesh 1.5# Bag	3 I	CY		46.47	56.00	5.8575 T	328.02
60.33020	03.31300	6 Mil Visqueen (20 x 100)	3 I	EA		1.88	3.00	59.0000	177.00
60.33020	03.31310	Visqueen Tape	3 I	EA		3.76	5.00	2.3500	11.75
60.30100		8" x 16" Concrete Ftg (2) #5	I			86.34	0.00		
60.30100	03.10100	Concrete Labor 8x16 Footer	3 I	LF		86.34	87.00	1.9500	169.65
60.30100	03.21150	#5 Rebar (EA) (20' Len)	3 I	LF		8.63	11.00	5.2500	57.75
60.30100	03.30900	2500 PSI Concrete	3 I	YD		2.84	4.00	54.5000	218.00
60.30100	03.31200	2 Rod Chairs(LF) /100	3 I	LF		0.28	1.00	17.0000	17.00
60.30100	03.31600	6" Loop Ties /1000	3 I	EA		0.09	1.00	7.0000	7.00
60.30100	03.31700	Grade Stakes 16" (100)	3 I	EA		0.86	1.00	10.5000	10.50
									5,156.07
3		Masonry Walls - 10'	⑤ I	4					
60.40300		10' CMU Wall W/ knock-out	I			290.00	0.00		
60.40300	03.21150	#5 Rebar (EA) (20' Len)	4 I	LF		14.50	17.91	5.2500	94.03
60.40300	03.30512	Concrete Pumping - Beams	4 I	\$\$		0.29	1.00	150.0000	150.00

- ① Take-off detail reports provide complete audit of all entries.
- ② By entering a quantity (3764 SF) on one line, the assembly calculates detail material items and converts each detail item to the appropriate units (YD, EA, CY).
- ③ Units are completely user definable. In our example \$\$ are used for bid items.
- ④ The purchase quantity is the result of the take-off quantity adjusted for waste and then rounded up.
- ⑤ The "status of the item determines whether the items is (I) included used or as an (A) alternate.

Job Takeoff Report  
Sample Estimating Job

Takeoff Assembly	Description Item No. Description	Status	PO # PO #	Notes S Unit	Takeoff Qty	Purchase Qty	Unit Price	Extension
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16	Slabs		I	3				
60.33020		3.5" Concrete Slab - 3000PS		I	3,764.00	0.00		
60.33020	03.10300	Concrete Labor Slab		3 I SF	3,764.00	3,764.00	0.4200	1,580.88

Notes: Each take-off line item can have notes added on the fly while entering take-off quantities. At the users option the notes can appear on reports and purchase orders.

- 1 Additionally standard notes can be created (called specifications) and these notes can be added by simply selecting the specific "SPEC". Specifications are typically created for each trade, this way each purchase order includes any important notes that would be appropriate for the trade receiving the purchase order.

60.33020	03.30910	3000 PSI Concrete		3 I YD	40.66	49.00	61.7700	T	3,026.73
60.33020	03.30990	Fiber Mesh 1.5# Bag		3 I CY	46.47	56.00	5.8575	T	328.02
60.33020	03.31300	6 Mil Visqueen (20 x 100)		3 I EA	1.88	3.00	62.8350	T	188.51
60.33020	03.31310	Visqueen Tape		3 I EA	3.76	5.00	2.5028	T	12.51
60.30100		8" x 16" Concrete Ftg (2) #5		I	86.34	0.00			
60.30100	03.10100	Concrete Labor 8x16 Footer		3 I LF	86.34	87.00	2.1000		182.70
60.30100	03.21150	#5 Rebar (EA) (20' Len)		3 I LF	8.63	11.00	5.5913	T	61.50
60.30100	03.30900	2500 PSI Concrete		3 I YD	2.84	4.00	58.5750	T	234.30
60.30100	03.31200	2 Rod Chairs(LF) /100		3 I LF	0.28	1.00	18.1050	T	18.11
60.30100	03.31600	6" Loop Ties /1000		3 I EA	0.09	1.00	7.4550	T	7.46
60.30100	03.31700	Grade Stakes 16" (100)		3 I EA	0.86	1.00	11.1825	T	11.18

5,651.90

Adjusted for: Sales Tax, Waste and Vendor Order Req.

Total 5,651.90

Note: Only Takeoffs from "16" to "16" have been printed.

1 Large note fields allow for full explanations on take-off and purchase order reports. This note field also transfers to purchase orders.

① Item #	Item Description	② Cat	③ Order Quantity	Unit	Unit Price	Extension	④ Vendor Name
<b>03 Concrete</b>							
03.10100	Concrete Labor 8x16 Footer	S	87.00	LF	1.9500	169.65	Unassigned Vendor
03.10200	Concrete Labor 10x20 Footer	S	342.00	LF	2.5000	855.00	Unassigned Vendor
03.10300	Concrete Labor Slab	S	3,764.00	SF	0.3500	1,317.40	Unassigned Vendor
03.11010	Layout Charges	S	1.00	EA	175.0000	175.00	Unassigned Vendor
03.21150	#5 Rebar (EA) (20' Len)	M	196.00	LF	5.2500	1,029.00	Unassigned Vendor
03.30510	Concrete Pumping	M	1.00	\$\$	150.0000	150.00	Unassigned Vendor
03.30512	Concrete Pumping - Beams	M	1.00	\$\$	150.0000	150.00	Unassigned Vendor
03.30900	2500 PSI Concrete	M	28.00	YD	54.5000	1,526.00	Unassigned Vendor
03.30910	3000 PSI Concrete	M	58.00	YD	58.0000	3,364.00	Unassigned Vendor
03.30990	Fiber Mesh 1.5# Bag	M	56.00	CY	5.5000	308.00	Unassigned Vendor
03.31010	10/50 CORNER #5 Rebar (EA)	M	103.00	EA	2.5000	257.50	Unassigned Vendor
03.31100	3 Rod Chairs(LF) /100	M	2.00	LF	20.0000	40.00	Unassigned Vendor
03.31200	2 Rod Chairs(LF) /100	M	1.00	LF	17.0000	17.00	Unassigned Vendor
03.31300	6 Mil Visqueen (20 x 100)	M	3.00	EA	59.0000	177.00	Unassigned Vendor
03.31310	Visqueen Tape	M	5.00	EA	2.3500	11.75	Unassigned Vendor
03.31500	8" Anchor Bolts	M	17.00	LF	0.2800	4.76	Unassigned Vendor
03.31600	6" Loop Ties /1000	M	2.00	EA	7.0000	14.00	Unassigned Vendor
03.31620	Cavity Caps	M	251.00	EA	0.0200	5.02	Unassigned Vendor
03.31700	Grade Stakes 16" (100)	M	5.00	EA	10.5000	52.50	Unassigned Vendor
03.72040	Conc. Cols 10" 1/2" 10' Installe	M	2.00	EA	185.0000	370.00	Unassigned Vendor
03.72050	Conc. Cols 10" Full 10' Installe	M	6.00	EA	210.0000	1,260.00	Unassigned Vendor
<b>04 Masonry</b>							
04.22500	Concrete Masonry Block Labor	S	1,025.00	EA	0.6500	666.25	Unassigned Vendor
04.22600	Concrete Masonry Blk Labor 10' W	S	3,263.00	EA	0.9000	2,936.70	Unassigned Vendor
04.22640	Block Masonry Labor-U Lintel Pou	S	30.00	LF	1.2500	37.50	Unassigned Vendor
04.25000	8x8x16 Regular Block	M	4,577.00	EA	0.6500	2,975.05	Unassigned Vendor
04.25200	8x8x8 Halves Block	M	119.00	EA	0.6000	71.40	Unassigned Vendor
04.25300	8x8x16 Header Block	M	308.00	EA	0.7500	231.00	Unassigned Vendor
04.25500	8x8x16 Knock out Block	M	218.00	EA	0.7500	163.50	Unassigned Vendor
04.25510	Lintel Felt	M	3.00	EA	3.0500	9.15	Unassigned Vendor
04.26200	17'4 Prestress Lintel	M	3.00	EA	109.0000	327.00	Unassigned Vendor
04.26500	14'0" Lintel	M	1.00	EA	51.0000	51.00	Unassigned Vendor
04.26600	13'4" Lintel	M	1.00	EA	47.0000	47.00	Unassigned Vendor
04.27200	9'4" Lintel	M	1.00	EA	31.0000	31.00	Unassigned Vendor
04.27300	8'4" Lintel	M	2.00	EA	27.2500	54.50	Unassigned Vendor
04.27400	7'6" Lintel	M	5.00	EA	23.0000	115.00	Unassigned Vendor
04.27800	5'10" Lintel	M	2.00	EA	17.6000	35.20	Unassigned Vendor
04.28000	4'6" Lintel	M	1.00	EA	13.8500	13.85	Unassigned Vendor
04.30200	37" Window Sill	M	1.00	EA	8.9500	8.95	Unassigned Vendor
04.30300	53" Window Sill	M	1.00	EA	12.4500	12.45	Unassigned Vendor
04.30400	74" Window Sill	M	5.00	EA	17.4500	87.25	Unassigned Vendor
04.34000	2/8 2" Recessed Dr Hdr	M	2.00	EA	13.5000	27.00	Unassigned Vendor
04.41100	Type S Mortar (BG=60 Blk/150 Bri	M	87.00	BG	5.5000	478.50	Unassigned Vendor

- ① The item number structure is definable, however the included database is structured following industry standards (CSI numbering system).
- ② Categories are used to define the item type (material, labor, etc.).
- ③ Order quantity is adjusted to vendor order minimums.
- ④ Shows the current vendor of choice for the job. Switching vendors is accomplished with ease.

Job Category Report  
Sample Estimating Job

Category	Description	Cost	Category Markup	Extension
A	Allowances	1,700.00	0.00	1,700.00
L	Labor	0.00	0.00	0.00
M	Material ❶	26,211.90	0.00	26,211.90
O	Overhead	33,656.18	0.00	33,656.18
S	Sub-Contract	108,095.53	0.00	108,095.53
		<hr/>		
		169,663.61	0.00	169,663.61
			Overhead Markup	0.00
			Profit Markup	20,359.63
				<hr/>
Adjusted for: Sales Tax, Category Markup, Waste and Vendor Order Req.				190,023.24

PO Sequence Report

❷	
PO Pack No	Description
0	Undefined
1	Site Preperation (1)
2	Foundation (2)
3	Slab
4	Masonry Walls
5	Framing (5)
6	Trades - rough
7	Drywall
8	Trim/Wall Ceramic/Cabinets
9	Trades - Finals
10	Finish

❶ Category reports are available with or without markup.

❷ Purchase order packages serve multiple functions within the EST system. Material takeoffs are done in different logical groupings than actual materials are ordered. With the addition of purchase order sequence you tell estimating how to order material. Additionally the interface between estimating and account uses these purchase order packages.

Date: FEB 12,1999  
PO Pack: 3

Purchase Order  
\_\_\_\_\_

Vendor: CONCLA

①

Ship To:

Concrete Labor Sub  
123 Main Street  
Dallas, TX 92349

Sample Estimating Job  
Job Address  
Job City, ST ZIP

Phone/Fax: /  
Contact: John Concrete

Part Number	Description	Quantity	Unit	Unit Price	Extension
03.10100	② Concrete Labor 8x16 Footer	87.00	LF	2.1000	182.70
03.10300	Concrete Labor Slab	3,764.00	SF	0.4200	1,580.88
Each take-off line item can have notes added on the fly while entering take-off quantities. At the users option the notes can appear on reports and purchase orders.					
③ Additionally standard notes can be created (called specifications) and these notes can be added by simply selecting the specific "SPEC". Specifications are typically created for each trade, this way each purchase order includes any important notes that would be appropriate for the trade receiving the purchase order.					
Total					1,763.58

#### Job Notes

This area is reserved for General Job Notes, which you wish to appear on all of the purchase orders. The notes are added at the job header level and a user has the option to print purchase orders with or without General Job Notes.

- ① A purchase order will automatically adjust to the # of pages needed based on the amount of purchase order detail and purchase order notes.
- ② Purchase order detail (vendor, price, line items, notes) can be easily changed prior to printing purchase orders from job cost accounting.
- ③ Purchase order line item notes and general job notes that were added at the estimating level can be included on purchase orders.

Date: FEB 12,1999  
 PO Pack: 2

Purchase Order  
 \_\_\_\_\_

Vendor: CONCMA  
 Concrete Material Supplier  
 4567 N.W. 110 Ave  
 Dallas, TX 33456

Ship To:  
 Sample Estimating Job  
 Job Address  
 Job City, ST ZIP

Phone/Fax: /  
 Contact: John Concrete

Part Number	Description	Quantity	Unit	Unit Price	Extension
03.21150	#5 Rebar (EA) (20' Len)	164.00	LF	5.2500 *	① 861.00
03.30900	2500 PSI Concrete	24.00	YD	55.0000 *	1,320.00
03.30910	3000 PSI Concrete	4.00	YD	58.0000 *	232.00
03.31600	6" Loop Ties /1000	1.00	EA	7.0000 *	7.00
03.31700	Grade Stakes 16" (100)	4.00	EA	10.5000 *	42.00
SubTotal					2,462.00
* Tax					② 160.03
Total					2,622.03

**Job Notes**

This area is reserved for General Job Notes, which you wish to appear on all of the purchase orders. The notes are added at the job header level and a user has the option to print purchase orders with or without General Job Notes.

- ① Taxable line items are marked with an asterisk. A single purchase order can contain taxed and non-taxed items.
- ② Purchase orders and reports calculate tax based on the job location.

① Date: FEB 12,1999  
 PO Pack: 3

Purchase Order  
 \_\_\_\_\_

Vendor: CONCMA  
 Concrete Material Supplier  
 4567 N.W. 110 Ave  
 Dallas, TX 33456

Ship To:  
 Sample Estimating Job  
 Job Address  
 Job City, ST ZIP

Phone/Fax: /  
 Contact: John Concrete

Part Number	Description	Quantity	Unit	Unit Price	Extension
03.21150	#5 Rebar (EA) (20' Len)	11.00	LF	5.2500 *	57.75
03.30900	2500 PSI Concrete	4.00	YD	55.0000 *	220.00
03.30910	3000 PSI Concrete	49.00	YD	58.0000 *	2,842.00
03.30990	Fiber Mesh 1.5# Bag	56.00	CY	5.5000 *	308.00
03.31200	2 Rod Chairs(LF) /100	1.00	LF	17.0000 *	17.00
03.31300	6 Mil Visqueen (20 x 100)	3.00	EA	59.0000 *	177.00
03.31310	Visqueen Tape	5.00	EA	2.3500 *	11.75
03.31600	6" Loop Ties /1000	1.00	EA	7.0000 *	7.00
03.31700	Grade Stakes 16" (100)	1.00	EA	10.5000 *	10.50
SubTotal					3,651.00
* Tax					237.32
Total					3,888.32

**Job Notes**

This area is reserved for General Job Notes, which you wish to appear on all of the purchase orders. The notes are added at the job header level and a user has the option to print purchase orders with or without General Job Notes.

① Scheduled delivery of material is handled easily by grouping material take-offs by specific purchase order packs.

Proposal For:  
Sample Estimating Job

Cost Code	Description	Total Amount
① 00015	Lot	② 3,784.00
00020	Realty Commissions	17,000.00
00710	Permits & Fees	7,167.95
00720	Builder's Risk	1,675.00
00730	Utilities/Dumpster	1,350.00
00850	Plans & Specs	2,129.18
01050	Field Engineering	815.00
01710	House Cleanup/Labor	2,622.20
02010	Compaction Testing	250.00
02115	Lot Grading/Fill	3,283.00
02250	Termite Control	1,023.90
02610	Driveway	4,500.00
02800	Landscaping	5,000.00
03100	Concrete Flatwork	4,676.17
03480	Special Concrete	1,630.00
04220	Masonry Block	7,469.56
04221	Masonry Foundation	6,080.63
06100	Frame Carpentry	7,569.64
06110	Rough Lumber	6,488.46
06190	Roof Trusses	7,162.13
06200	Finish Carpentry	2,831.20
06210	Millwork	3,234.86
06410	Cabinet Work	5,300.00
07210	Insulation	1,300.00
07310	Roofing	11,000.00
07700	Alum. Soffit	2,405.13
<hr style="border-top: 1px dashed black;"/>		
16400	Electric Contract	5,625.00
16510	Electric Fixtures	500.00
	Sub Total	169,663.61
	③ Profit	20,359.63
	Overhead	0.00
	Total	\$190,023.24

- ① Customer proposals are organized by cost code so comparison between customer proposals and job costing are easily audited.
- ② The amount can either be the "actual cost" or include markup.
- ③ Profit and overhead is available at the bottom if desired.

Proposal For:  
Sample Estimating Job

Cost Code	Description	Quantity	Unit Price	Extension
Item #	Description			
03100	Concrete Flatwork			
03.10300	Concrete Labor Slab (Stem Wall)	3,764.00	0.3500	1,317.40
03.30910	3000 PSI Concrete	49.00	58.0000	2,842.00
03.30990	Fiber Mesh 1.5# Bag	56.00	5.8575	328.02
03.31300	6 Mil Visqueen (20 x 100)	3.00	59.0000	177.00
03.31310	Visqueen Tape	5.00	2.3500	11.75
				<b>1</b> 4,676.17
03480	Special Concrete			
<b>2</b> 03.72040	Conc. Cols 10" 1/2" 10' Installe	2.00	185.0000	370.00
03.72050	Conc. Cols 10" Full 10' Installe	6.00	210.0000	1,260.00
				1,630.00
04220	Masonry Block			
03.21150	#5 Rebar (EA) (20' Len)	17.91	5.2500 <b>3</b>	94.03
03.21150	#5 Rebar (EA) (20' Len)	0.62	5.2500	3.26
03.21150	#5 Rebar (EA) (20' Len)	1.24	5.2500	6.51
03.21150	#5 Rebar (EA) (20' Len)	0.00	5.2500	0.00
03.21150	#5 Rebar (EA) (20' Len)	0.00	5.2500	0.00
03.21150	#5 Rebar (EA) (20' Len)	0.00	5.2500	0.00
03.21150	#5 Rebar (EA) (20' Len)	1.24	5.2500	6.51
03.21150	#5 Rebar (EA) (20' Len)	0.00	5.2500	0.00
03.21150	#5 Rebar (EA) (20' Len)	0.00	5.2500	0.00
03.21150	#5 Rebar (EA) (20' Len)	-0.01	5.2500	-0.05
03.30512	Concrete Pumping - Beams	1.00	150.0000	150.00
03.30910	3000 PSI Concrete	4.45	58.0000	258.10
03.30910	3000 PSI Concrete	0.12	58.0000	6.96
03.30910	3000 PSI Concrete	0.24	58.0000	13.92
03.30910	3000 PSI Concrete	0.00	58.0000	0.00
03.30910	3000 PSI Concrete	0.00	58.0000	0.00
03.30910	3000 PSI Concrete	0.00	58.0000	0.00
03.30910	3000 PSI Concrete	0.18	58.0000	10.44
03.30910	3000 PSI Concrete	0.00	58.0000	0.00
03.30910	3000 PSI Concrete	0.00	58.0000	0.00
03.30910	3000 PSI Concrete	0.01	58.0000	0.58
03.31500	8" Anchor Bolts	7.29	0.2800	2.04
03.31500	8" Anchor Bolts	9.71	0.2800	2.72
03.31500	8" Anchor Bolts	0.00	0.2800	0.00
04.22600	Concrete Masonry Blk Labor 10' W	3,263.00	0.9000	2,936.70
04.22640	Block Masonry Labor-U Lintel Pou	10.00	1.2500	12.50

- 1** Detail customer proposals support the summary report.
- 2** Relates to the material item with the job.
- 3** Price includes all taxes and markups (optional).

Square Foot Projection Report  
Sample Estimating Job

<b>①</b>					<b>②</b>	
<b>Product Group</b>	<b>Description</b>	<b>Cost</b>	<b>Category Markup</b>	<b>Existing Cost</b>	<b>Proposed Cost</b>	<b>Difference</b>
ALLOW	Allowances	18,200.00	0.00	18,200.00	17,268.98	931.02
CABNT	Kitchen & Bath Cabinets	5,300.00	0.00	5,300.00	5,028.88	271.12
CARPEN	Carpentry	10,066.20	0.00	10,066.20	9,551.26	514.94
CONCRE	Redimix Concrete Materials	11,273.62	0.00	11,273.62	10,696.92	576.70
DOORS	Product Group DOORS	585.75	0.00	585.75	555.79	29.96
ELECTR	Electrial	5,625.00	0.00	5,625.00	5,337.25	287.75
EQUIP	Product Group EQUIP	0.00	0.00	0.00	0.00	0.00
FINISH	Product Group FINISH	13,722.50	0.00	13,722.50	13,020.52	701.98
GARAGE	Garage Doors	1,143.00	0.00	1,143.00	1,084.53	58.47
GENREQ	General Requirements	36,543.33	0.00	36,543.33	34,673.95	1,869.38
INTDRS	Interior Doors	1,573.64	0.00	1,573.64	1,493.14	80.50
LUMFIN	Finish Lumber	955.24	0.00	955.24	906.37	48.87
LUMRGR	Rough Lumber	8,103.47	0.00	8,103.47	7,688.94	414.53
MASON	Masonry Materials	8,582.74	0.00	8,582.74	8,143.69	439.05
MECHAN	HVAC Mech	4,832.00	0.00	4,832.00	4,584.82	247.18
MECPLB	Mechanical - Plumbing	5,775.00	0.00	5,775.00	5,479.58	295.42
SITEWK	Site Prep	4,556.90	0.00	4,556.90	4,323.79	233.11
SPCL	Product Group SPCL	1,632.35	0.00	1,632.35	1,548.85	83.50
STUCCO	Stucco	6,100.00	0.00	6,100.00	5,787.95	312.05
THERM	Thermal Protection	14,130.74	0.00	14,130.74	13,407.88	722.86
TRUSS	Roof & Floor Trusses	7,162.13	0.00	7,162.13	6,795.75	366.38
WINDOW	Windows	3,800.00	0.00	3,800.00	3,605.61	194.39
		<hr/>				
		169,663.61	0.00	169,663.61	160,984.45	8,679.16
Job Square Foot:	3,500					
Existing SF Cost:	48.48					
Proposed SF Cost:	46.00	Adjusted for: Sales Tax, Category Markup, Waste and Vendor Order Req.				

- ① Product Group is used to quickly review vendors. In the price change mode, product group allows for quick selection of a new vendor.
- ② Proposed Cost is based on the user entering a new cost per square foot and then the software pricing by trade / product group.

<b>From</b> <sup>❶</sup>	<b>To</b>	<b>Default</b>	<b>Formula</b>	<b>Description</b>
LF	YD	No	.00138*2	Sand = Two Blk per LF
MO	MO	Yes	1	None
PR	PR	Yes	1	None
RL	RL	Yes	1	Default Conversion "RL" to "RL"
SF	\$\$	No	1/50	Constuction Glue to SF
SF	\$\$	Yes	1	None
SF	BG	No	1/150*7 <sup>❷</sup>	Brick Mortar to SF
SF	CY	No	.04815	2 Course Fill w/ compaction <sup>❸</sup>
SF	CY	No	.0963	3 Course Fill w/ Compaction
SF	CY	No	.1284	4 Course Fill w/ Compaction
SF	CY	No	.1605	5 Course Fill w/ Compaction
SF	CY	No	.18	6 Course Fill w/ Compaction
SF	CY	No	.24	7 Course Fill w/ Compaction
SF	CY	No	.012346	Fibermesh to 4" Slab
SF	EA	No	1/32*1.302	10/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.357	11/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.413	12/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.031	3/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.054	4/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.083	5/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.118	6/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.158	7/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.202	8/12 Roof Pitch to Plyw'd
SF	EA	No	1/32*1.25	9/12 Roof Pitch to Plyw'd
SF	EA	No	7	Bricks /SF
SF	EA	No	1	Insurance Multiplier
SF	EA	No	1	One
SF	EA	No	1/16	Plyclips
SF	EA	No	.0005	Roll 20 x 100
SF	EA	No	.001111	Roll 6 x 150
SF	EA	No	1/32	Sheets (4x8) to SF
SF	EA	No	(8*12)/144*.8	Sheets 8" x 12" to SF w/ lap
SF	EA	No	.001	Visqueen Tape
SF	MO	No	1	None
SF	SF	Yes	1	None
SF	YD	No	.010802	3 1/2 Slab to Cubic Yards
SF	YD	No	(1/150*7)/9	Brick Sand to SF
SF	YD	No	1/80	Slab 4inch Conv
SF	YD	No	.015432	Slab 5inch Conv.
SQ	SQ	Yes	1	None
SY	SY	Yes	1	Default Conversion "SY" to "SY"
YD	YD	Yes	1	None

- ❶ Formulas From / To allow for conversion from unlike units.
- ❷ Uses standard algebraic expressions or factors.
- ❸ Description provides the user with a quick way to identify the function of the formula.

Vendor ID/Name: UNASSF Unassigned Vendor

	<b>②</b>			
<b>①</b>	<b>Updated</b>	<b>Vendor Part No</b>	<b>Description</b>	<b>Unit Unit Cost</b>
	7/16/95	02.95000	Landscaping Allowance	\$\$ 1.0000
	7/04/95	02.95100	Landscaping Bid	\$\$ 1.0000
	7/04/95	02.95200	Landscaping/Sprinkler Al	\$\$ 1.0000
	7/16/95	02.95300	Land./Sod/Irr. Allowance	\$\$ 1.0000
	7/16/95	02.95400	Landscaping & Sod Allow.	\$\$ 1.0000
	7/16/95	02.97000	Sprinkler System Allow.	\$\$ 1.0000
	7/04/95	02.97100	Sprinkler System Bid	\$\$ 1.0000
	7/04/95	03.10000	Concrete Labor Bid	\$\$ 1.0000
	7/04/95	03.10010	Concrete/Masonry Layout to Linte	\$\$ 1.0000
	7/04/95	03.10020	Concrete Labor & Material Bid	\$\$ 1.0000
	7/04/95	03.10030	Concrete Labor Special	\$\$ 1.0000
	7/04/95	03.10040	Concrete Labor Form & Pour Steps	EA 100.0000
	7/04/95	03.10050	Conc. Flat Work/CMU L & M Bid	\$\$ 1.0000
	7/04/95	03.10100	Concrete Labor 8x16 Footer	LF 1.9500
	7/04/95	03.10110	Concrete Labor 12x16 Ftg	LF 2.5000
	7/04/95	03.10200	Concrete Labor 10x20 Footer	LF 2.5000
	7/04/95	03.10210	Concrete Labor 10x24 Footer	LF 2.6000
	7/04/95	03.10220	Concrete Labor 12x30 Footer	LF 4.0000
	7/04/95	03.10230	Concrete Labor 8x16 Beam	LF 15.5000
	7/04/95	03.10300	Concrete Labor Slab (Stem Wall)	SF 0.3500
	7/04/95	03.10320	Concrete Labor (Drives & Walks)	SF 0.4500
	7/04/95	03.10400	Concrete Labor Slab w/Mono Foote	SF 0.8500
	7/04/95	03.10500	Concrete Labor Monolithic Slab	SF 0.7500
	7/04/95	03.10600	Concrete Labor Bearing Walls	LF 1.0000
	7/04/95	03.10800	Interior Footers 1 Story	LF 1.0000
	7/04/95	03.10900	Interior Footers 2 story	LF 1.2500
	7/04/95	03.10910	Exterior Square Footings	EA 35.0000
	7/04/95	03.11000	Layout Charges/Corner	EA 10.0000
	7/04/95	03.11010	Layout Charges	EA 175.0000
	7/04/95	03.11020	Interior Drops	EA 175.0000
	7/04/95	03.11030	Shower Drops	EA 50.0000
	7/16/95	03.11040	Masonry Mailbox Allowance	EA 1.0000
	7/16/95	03.11050	Driveway Allowance	EA 1.0000
	7/04/95	03.11060	Asphalt Driveway (6" Base 2" Top	SF 1.2000
	7/16/95	03.11070	Driveway Labor Allowance	\$\$ 1.0000
	7/16/95	03.11080	Driveway Allowance SF	SF 1.7500
	7/04/95	03.11090	Exterior Concrete SF	SF 1.7500
	7/04/95	03.11100	Stomp Concrete Allow.	EA 3.1500
	7/04/95	03.11110	Driveway Pattern @ \$1.50	SF 1.5000
	7/16/95	03.11120	Concrete Patterning Allowance	SF 1.0000
	7/04/95	03.11130	Prestressed Concrete Units Bid	EA 1.0000
	7/16/95	03.11140	Core Drilling Allowance	EA 1.0000
	7/04/95	03.21150	#5 Rebar (EA) (20' Len)	LF 5.2500
	7/04/95	03.21160	#3 Rebar (TN) Grade 60 (20' Len)	LF 451.0000
	7/04/95	03.21170	#4 Rebar (TN) Grade 60 (20' Len)	LF 444.0000
	7/04/95	03.21180	#5 Rebar (TN) Grade 60 (20' Len)	LF 431.0000
	7/04/95	03.21190	#6 Rebar (TN) Grade 60 (20' Len)	LF 426.0000
	7/04/95	03.21200	#7 Rebar (TN) Grade 60 (40' Len)	LF 420.0000

① Shows the last time the specific line item was changed.

② Vendor part numbers are maintained allowing quick price changes. Price changes can also be handled from vendor supplied disk, cd or spreadsheets.