



# Professional Client Management 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.

# Table of Contents

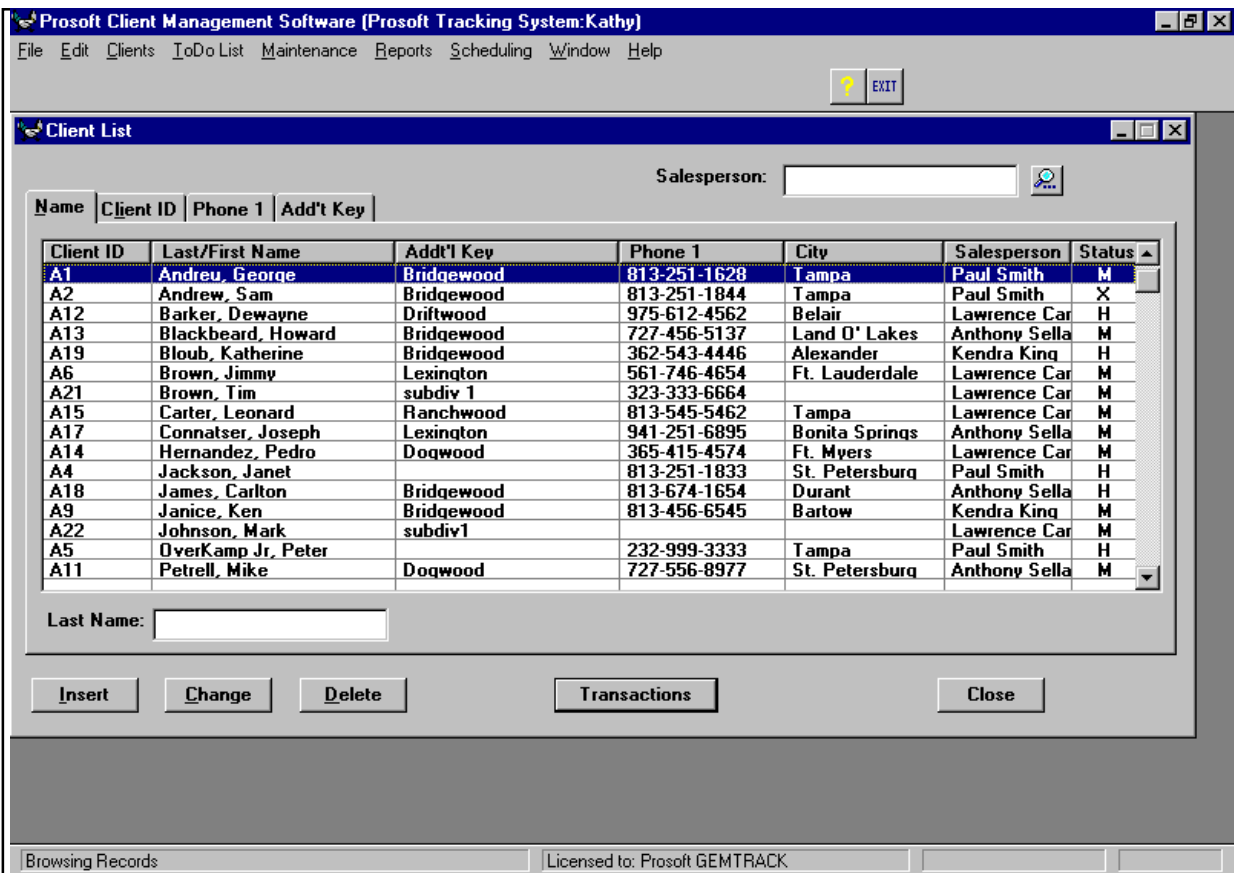
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## Tracking System

Client Management Overview .....	3
Client Detail .....	6
Client Proposal .....	7
Master Model Report .....	8
ToDo Report .....	9
Mailing Campaign (Sample Letter) .....	10
Custom Letter Sample .....	11
Client Profile .....	12
Demographic Traffic Report .....	13
Raw Traffic Report .....	14
Sample Contract .....	15

## Scheduling System

Scheduler Job List .....	17
Scheduler Subdivision Report .....	18
Subcontractor Projection Report .....	19
Change Order .....	20
Scheduler Daily ToDo Report .....	21
Scheduler Job Detail .....	22
Master Schedule Job Detail Report .....	24
Job Schedule .....	25
Work Order Request .....	26
Master File Mail / ToDo Task .....	27
Master Construction Requirements .....	28
Profile List .....	29
Work Order Request Text .....	30
Work Order Summary .....	30
Master Superintendent Report .....	31
Days Off Report .....	31
Change Order Status .....	32
Construction Overview .....	32
Management Overview Report .....	32
Master Vendor List .....	33
Master Option List .....	34
Master Realtor List .....	35
Activity Report .....	35
Conversion Report .....	36
Demographic % Analysis .....	36



## FEATURES

## CLIENT MANAGEMENT SYSTEM

**Professional Construction Management**, is a complete control system that follows your prospect from the initial contact through delivery of the home and beyond. This includes **lead management, mailing campaigns, proposals, contract information, construction scheduling and warranty tracking**. The client profile includes demographic information along with personal preferences. Additional user definable fields provide unsurpassed flexibility.

All contact information is tracked with specific dates and "To-Do's". A to-do is a task that is to be accomplished by a certain date.

Inter office correspondence is easily managed within Gemtrack. If you need something from a coworker, enter your request and within minutes (definable) they have a message notification on their computer screen.

A comprehensive mailing campaign is defined and then automatically followed within the system. The direct interface to Microsoft Word provides quick layout of postcards and brochures. Know exactly where your prospects are throughout the sales cycle. Once the sale is made; color selections are tracked, assuring all construction decisions are completed within the specified time frame. After closing on the home, warranty issues are tracked and managed.

## Overview Features

### LEAD MANAGEMENT

- ◆ Import of leads from third party.
- ◆ Standardize follow-up based on auto load of to do's.
- ◆ Process individual standard letters for initial contact
- ◆ Organize and maintain a standardized mailing campaign.
- ◆ Track specific needs of client
- ◆ Sales / demographic reporting.
- ◆ Model visitation reporting on week / month basis.
- ◆ To do's can be assigned to a specific salespersons for follow-up.

### PROPOSALS

- ◆ Maintain specific type of home a client is in the market for (price / style / etc.).
- ◆ Produce organized easy to read proposals based on standard models and options.
- ◆ Track premium costs of upgrades as presented on proposals.

### SALES MANAGEMENT

- ◆ During the sales process track important dates with ease. This includes loan approval, application, rejection dates, expected construction start and more.
- ◆ Color selection process can also be automated with expected dates.
- ◆ Activities can be assigned to anyone within the company for review and follow-up. Theses activity items are only changeable by certain persons for security.
- ◆ Management reports depicting closing and dollar generated. Including time from initial contact to closing of sale.
- ◆ Post sale mailing campaign is also automated.

### SCHEDULING

- ◆ Manage multiple jobs simultaneously within the system.
- ◆ Allow for multiple schedules within a single job. Each sub schedule can have different start times based on the master schedule.
- ◆ Critical path graphic report available on a job by job basis. Reports in full color (user definable) on black and white. This schedule is designed to be printed on 8½ X 11 paper and pasted together showing the full job at a glance.
- ◆ Schedule changes cause future task dates to be updated providing an accurate picture of the job.
- ◆ Multiple jobs can be updated quickly minimizing efforts in "keeping schedules up-to-date".
- ◆ Vendor requirement report provides each vendor with a list of when and where they need to be to keep all jobs on target.
- ◆ Production reporting by development shows status of each job (i.e. pre-construction, slab, finish, punch out, delivered). These are user definable.
- ◆ Daily / weekly to do reports aid in managing all jobs. This is available by superintendent if desired.
- ◆ Variance reports show where each job incurred problems. Completion variances by development aid management.

### WARRANTY MANAGEMENT

- ◆ Maintains tight control of outstanding warrantee issues by sub contractor. Notifies accounting department and prevents payment of invoices if vendor does not complete warrantee issues on time.
- ◆ Provides concise, easy to read reports as to outstanding warrantee issues.
- ◆ Produces work orders / service requests for all warrantee issues.
- ◆ Maintains and tracks status of all warrantee work by job and vendor.
- ◆ Maintains historical detail for all activity.

## Overview Continued

### **INTEROFFICE (AND REMOTE)**

- ◆ Communication to specific individuals is accomplished by assigning to do's. All activity is secure and changeable only by desired users.
- ◆ Automatic notification on screen and audible of pending activities. These activities could have been assigned by other individuals.

### **COMMUNICATION OFF SITE ENTRY**

- ◆ Unique ability to work off-line from a construction trailer or model center.
- ◆ Automated updating of server and off site remotes.
- ◆ Bidirectional communication of remotes and server provides the ability to keep all systems completely up to date.
- ◆ Secure communications system prevents undesired access to your system.
- ◆ Activity entered at one remote is automatically updated to all locations.
- ◆ Loss prevention technology provides server to remote or remote to server regeneration of data in case of major hardware failure.

### **INTERFACING**

- ◆ System directly interfaces to Microsoft Word™ providing unlimited document handling.
- ◆ Connects directly to Prosoft Job Cost Accounting for vendor file information and notification of warrantee issues.
- ◆ Imports prospect information from standard ASCII data files.

### **MULTIUSER**

- ◆ Multi-user options are available in all areas of the system allowing multiple users to update simultaneously within the same or different client.

AUG 15,2000  
09:50AM

Profitable Construction Followup  
Client Detail Report  
Excluding "X" Client Status

Page 1

Name: John Johnson  
Spouse:  
Address: 1234 Any Street  
Tampa, FL 33611  
Phone 1: 813-251-1942  
Phone 2: 813-252-9127  
FAX #:  
Add'l Key:  
Email:

Status: Medium  
Date Added: 07/05/00  
Greetings: Dear John  
Realtor:  
Salesperson: Paul Smith  
Model: 141,000.00 (Dolphin)  
Options: 2,500.00  
Lender:  
Permit:

CID: A8

Profile ②	Selection	Profile	Selection
Price Range	140-160K	Split plan	Yes
Bedrooms #	3	Den/Office	Yes
Baths #	3	# Garage Spaces	2
Lot Location Preference	No Preference	Advertising Source	Realtor
Must Sell First	Yes	Why are you shopping	Need More Space
Financing pre-arranged	In progress	Time frame for purchase	Within 90 days
Formal dining room	No	Approx Age of Client	35-50
Formal living room	Yes		

**User Entry ③**

Loan application comments  
Other Comments

**Dates ④**

Reservation:  
Reservation Cancelled:  
Contract Signed:  
Contract Cancelled:  
Loan Commitment:  
Permit Requested:  
Permit Received:  
Start Closing:  
Construction Start:  
Final Closing:

**User Dates**

N.O.C.

Detail

Entry Date	Due Date	Type	Done By	Description
07/05/00	07/05/00	\$	D Supervisor	Per specifications make the following changes, the BR wall needs to be moved 15inches per specs also increase the size of the walk-in closet.
07/05/00	07/08/00	F	D Supervisor	Call Client and personally thank them for stopping by: Would they like more information? How do we compare (in their minds) to competition?
07/05/00	07/10/00	V	D Supervisor	Letter Sent: 2 1st Time Home Buyer Enhanced features of model, give a call few days.
07/05/00	07/15/00	W	Supervisor	Leak that caused by faulty work.
07/05/00	07/19/00	F	D Supervisor	Phone Client (its been 2 weeks)
07/05/00	07/25/00	C	Robert	Tile Selections: Master Bath: Style:

- ① Track selections by model and expected sale price with options.
- ② User definable layouts provide the ability to tailor the system specifically to your requirements.
- ③ Detail comments can be entered related to a job.
- ④ Important dates are also tracked. The information tracked in items 2, 3 and 4 are all user definable.

Howard Blackbeard  
5453 Pettico Lane  
Land O' Lakes, FL 48753  
727-456-5137

Salesperson: Anthony Sellars  
Realtor:

Proposed Home: Bridgewood ①

Base Price: \$105,000.00

Bridgewood Standard Includes:

Opt #	Description	Option Cost
<b>Lot Premium</b>		
5	Corner Lot	1,400.00
<b>② Standard Options</b>		
21	Standard Refrigerator	n/c
22	Stove/Microwave Std.	950.00 (Approval Rqd)
<b>Upgrade Options</b>		
31	Refrigerator (Hot Point)	1,500.00 ④
35	Pool footer (additional 15.00/lf)	200.00
36	Pool Electric	500.00
38	Island in Kitchen 1-110v Outlet 4' long	500.00
39	Additional sitting area window	150.00
42	Add 2 phones	70.00
43	Add 2 TVs	60.00
44	Add 2 fans	180.00
<b>Total Options</b>		<b>③ 5,510.00</b>
<b>Proposed Total</b>		<b>\$110,510.00</b>

⑤ Exchange

- ① Specific model templates are defined that contain all information and options available.
- ② Bold titles can be attached to the model masters to group important detail information.
- ③ When selecting options for a client the system details the model options separately.
- ④ Sales persons are prevented (based on setup) from changing option costs. If changed the system prints a memo (approval required) on the proposal.
- ⑤ Model options are sent (exchange) to estimating with the push of a button. This updates purchase orders based on clients selections.

❶

**Model: Bridgewood**

**Base Price: \$105,000.00**

Long Description: Bridgewood Standard Includes:  
Architectual Package A

❷

Option	Description	Cost Price	Min %	Retail Price	Def	Hdr
1001	Lot Premium	0.00	0.0	0.00		H
1004	Culdesac	500.00	0.0	500.00		
1020	Standard Options	0.00	0.0	0.00		H
1021	Standard Refrigerator	0.00	0.0	0.00	1	
1022	Stove/Microwave Std.	0.00	0.0	0.00	1	
1030	Upgrade Options	0.00	0.0	0.00		H
1031	Refrigerator (Hot Point)	1,500.00	0.0	1,500.00		
1032	Less Standard Refrig	650.00-	0.0	650.00-		
1035	Pool footer (additional 15.00/lf)	15.00	0.0	15.00		
1036	Pool Electric	500.00	0.0	500.00		
1037	Tile all areas except 3 bedrooms (12.00SF)	12.00	0.0	12.00		
1038	Island in Kitchen 1-110v Outlet 4' long	1,500.00	0.0	1,500.00		
1039	Additional sitting area window	150.00	0.0	150.00		
1040	Modify Den/Dining windows	0.00	0.0	0.00		
1042	Add Phone Connection	45.00	0.0	60.00		
1043	Add TV Connection	45.00	0.0	60.00		
1044	Add Standard Fan	180.00	0.0	180.00		
1055	Delete glass in entry door	86.00-	0.0	86.00-		
1056	Delete finish garage walls	294.00-	0.0	294.00-		
1057	Credit marble seat in shower	105.00-	0.0	105.00-		
1058	Credit Dining Room Doors	145.00-	0.0	145.00-		

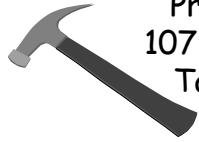
- ❶ This is an example of the master setup for models. The system maintains a retail and cost price for each option. The column "Def" is used to load "default" options to be included. "Hdr" defines items that are bolded and printed as headers.
- ❷ The system uses a master template for configuration of models. Once the master template is defined each model selects the options and price structure unique to the model. This allows for a direct interface to the estimating system via exchange.

①	②	③	
Due Date	Type	Last Name	Description
03/28/99	W	Andreu	Take Care of Warrantee work or ELSE, I will be forced to not pay you must be
03/29/99	M1	Andreu	Automatic Mailing M1 - Thank You
05/12/99	M4	Andreu	Automatic Mailing M2 - More Infor Needed
05/12/99	M1	Andreu	Automatic Mailing M1 - Thank You
05/12/99	M1	Jackson	Automatic Mailing M1 - Thank You
05/15/99	F	Jackson	CALL CLIENT
05/27/99	F	Jackson	CALL AGAIN
03/29/99	V	OverKamp Jr	He visited model in one big hurry, you would think he only had a minute.
04/14/99	V	OverKamp Jr	
05/12/99	M1	OverKamp Jr	Automatic Mailing M1 - Thank You
05/12/99	M1	Brown	Automatic Mailing M1 - Thank You
05/26/99	M2	Woodaz	Automatic Mailing M2 - More Infor Needed
05/12/99	M1	Janice	Automatic Mailing M1 - Thank You
05/12/99	M1	Smithe	Automatic Mailing M1 - Thank You
05/12/99	M1	Petrell	Automatic Mailing M1 - Thank You
05/12/99	M1	Barker	Automatic Mailing M1 - Thank You
05/12/99	M1	Blackbeard	Automatic Mailing M1 - Thank You
05/12/99	M1	Hernandez	Automatic Mailing M1 - Thank You
05/12/99	M1	Carter	Automatic Mailing M1 - Thank You
05/12/99	M1	Sparks	Automatic Mailing M1 - Thank You
05/12/99	M1	Connatser	Automatic Mailing M1 - Thank You
05/12/99	M1	James	Automatic Mailing M1 - Thank You
05/12/99	M1	Bloub	Automatic Mailing M1 - Thank You
05/26/99	M1	Phillips	Automatic Mailing M1 - Thank You
05/31/99	P	Brown	Letter Sent: 1 First Letter
05/31/99	W	Brown	plumbing is leaky fix it
06/09/99	C	Brown	Select Lot
06/23/99	C	Brown	Get Loan Approv
07/23/99	C	Brown	WALL paper SELECTED

- ① To Do reports show specific task and date to be completed
- ② Twenty-six definable types to organize to do processing for example M1, M2, M3 are mailings.
- ③ Client, prospect and the job name is listed on all to do's.
- ④ To do's are printed by person.

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>63245 Misty Terrace</b> <b>Phillips, Sam</b> Client: A2 Stage: Foundation Permit: 235543-86432 Super: Bart  <b>Past Due Tasks</b> * None *	<b>11-JUN</b> A100:Receive Folder and Che A200:Input Job into Accounti A300:Input Job into Scheduli	<b>12-JUN</b> A100:Receive Folder and Che A400:Verify Lot Preparation A500:Do Write Up of P.O.'s	<b>13-JUN</b> A600:Distribute P.O.'s and Pr A700:Grade and Compact Ho	<b>14-JUN</b> A800:Order Density Test A900:Order Port-O-Let A1000:W-16, Deliver Footer A1100:Assign Bottom End St A1200:Lay Out House A1300:Dig Footer	<b>15-JUN</b> A1400:Check Delivery Date - A1500:Confirm Port-O-Let A1600:Call for Footer Inspect
	<b>18-JUN</b> A1700:Inspection of Footer	<b>19-JUN</b> A1800:Pour Concrete Footer A1900:Concrete Material for A2000:Delivery of Footer Blc	<b>20-JUN</b> A2100:Install Temp Electric I A2200:Apply for Temp Elect A2300:Lay Out Footer Block A2400:Slab - Prep Grade	<b>21-JUN</b> A2500:Install Rough Plumbin	<b>22-JUN</b> A2600:Install Water Line A2700:Install A/C Chase
	<b>25-JUN</b> A2800:Call for Water Inspect	<b>26-JUN</b> A2900:Inpection - Water A3000:Call for Rough Plumbi A3100:Order Concrete for Slc A3200:Call for Temp Pole In	<b>27-JUN</b> A3300:Inspection of Rough P A3400:Inspection - Temp Pole A3500:Deliver Slab Material A3700:Order Pre-Treat for Su	<b>28-JUN</b> A3800:Slab Prep A3900:REceive Pre-Treat for A4000:Call for Slab Inspectio	<b>29-JUN</b> A4100:Inspection of Slab A4200:Call County, Release f A4300:Concrete Material for
	<b>2-JUL</b> A4400:Pour Concrete for Slab A4500:Remove Forms from S	<b>3-JUL</b> A4600:Day for Slab to Cure	<b>4-JUL</b> A4700:Deliver Block Wall M A4800:Deliver Lintel Materia A4900:Deliver Brick Wall Tic	<b>5-JUL</b> A5000:Lay Block Walls & R	<b>6-JUL</b> A5100:Super & Bottom End

1 The above report is shown reduced in size for display purposes. When printed from the program, the report will print in landscape mode.



Profitable Construction  
 107 North Armenia Avenue  
 Tampa, Florida 33609  
 (813) 555-5555

00000000 7, 2000

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 13213 000000 1100 0000000  
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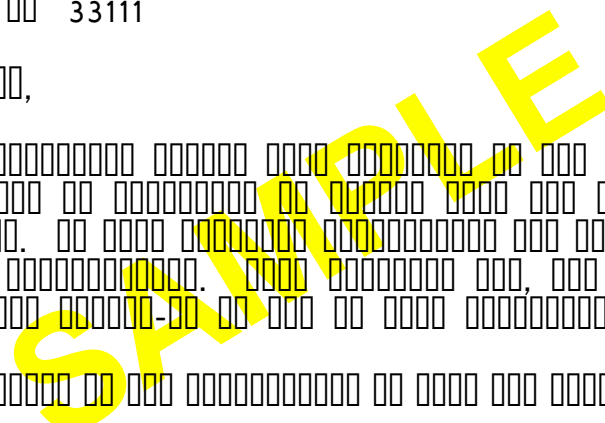
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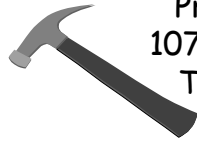
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❶ Prosoft manages the mailing campaign from the corporate level. A standard follow-up procedure is defined and all new prospects are put through the structured pre-sale process. The system also provides a “post sale” mailing campaign to help in referrals and upgrades.



Profitable Construction  
 107 North Armenia Avenue  
 Tampa, Florida 33609  
 (813) 555-5555

October 7, 2000

Mr. [Name]  
 13213 [Address] 11th [City]  
 [State], [Zip] 33111

Dear Mr. [Name],

[Placeholder text for the main body of the letter, partially obscured by a large yellow 'SAMPLE' watermark.]

[Placeholder text for a closing sentence or paragraph.]

[Placeholder text for a signature or name.]

[Placeholder text for a final line or signature.]

① Standard / custom / letters are easily selected and printed at any time. Letters can be designed to target the specific prospects situation. This organized structure provides sales persons with an easy to use tool. Allows for multiple letters to be defined.

ID	Client Name	Phone	Sales Representative	Add Date	Status
A2	Bilsingly, Sam	813-251-1844	John Johnson	03/29/99	Sold
A4	Jackson, Donald	813-776-1833	John Johnson	03/29/99	Mediun
A1	Mason, George	813-251-1628	John Johnson	03/28/99	Mediun
A5	OverKamp Jr, Peter	232-999-3333	John Johnson	03/29/99	Hot

**2** Report Selection Criteria

General

Client Status: All Except "X" Clients  
 Contract Signed: to  
 Client Add Date: to  
 Model:

Sales Person:  
 Realtor:  
 Development:  
 Const. Stage:

User Profile

Price Range All  
 Bedrooms # All  
 Baths # All  
 Lot Location Preference All  
 Must Sell First (y/n) All  
 Financing pre-arranged All  
 Formal dining room All  
 Formal living room(y/n) All  
 Split plan All  
 Den/Office All

# Garage Spaces All  
 Advertising Source All  
 Why are you shopping All  
 Time frame for purchase All  
 Approx Age All

User Defined Dates

Loan Application	to	to
Loan Approval	to	to
Load Declined	to	to
Expected Start	to	to
	to	to
	to	to
	to	to
	to	to
	to	to

- 1** Retrieve information from the system with ease.
- 2** By selecting the criteria for sorting you can easily find clients within the system.
- 3** Export detail to spreadsheet for manipulation and custom reports.

Week Ending	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Total
6+								
<b>TOTALS</b>								
03/21/99								
1								
2								
3								
4								
5								
6+								
<b>TOTALS</b>								
03/28/99								
1								
2							1	1
3								
4								
5								
6+								
<b>TOTALS</b>							1	1
04/04/99								
** Undefined **	2							2
1								
2								
3								
4								
5								
6+								
<b>TOTALS</b>	2							2
<b>Report Totals</b>								
** Undefined **	2							2
1								
2			1	1			1	3
3			1		2			3
4	1				2			3
5								
6+								
<b>TOTALS</b>	3	2	1		4		1	11

① Reporting on 18 different demographic standards allows unlimited flexibility. Reports are available by salesperson, models, lot location, financing, analysis source and etc..

Week Ending	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Total
01/03/99								
01/10/99			1					1
01/17/99	1	2			4			7
01/24/99								
01/31/99								
02/07/99								
02/14/99								
02/21/99								
02/28/99								
03/07/99								
03/14/99								
03/21/99								
03/28/99							1	1
04/04/99	2							2
Report Totals	3	2	1		4		1	11

**②** Summary by Month

Month	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Month Total
JAN 1999	1	2	1		4			8
FEB 1999								
MAR 1999	2						1	3
APR 1999								

- ①** Visitation information is tracked on a daily basis within the system. By entering a range of dates the reports can be limited to desired time frames.
- ②** Monthly summaries are also maintained.



## CONSTRUCTION AGREEMENT

ARTICLES OF AGREEMENT made and entered into January 24, 2000 by Donald Jackson and between, his wife Janet Jackson, whose mailing address is 13213 North 11th Street, and PROFITABLE CONSTRUCTION, INC. (General Contractor).

FIRST: The General Contractor promises to and agrees with the Owners that he will for the consideration hereinafter mentioned finish and deliver a residence (835 Little Lane) on land owned by \_\_\_\_\_ General Contractor or XX Owners which land is described as follows: Lot 555, Raintree, situated in Hillsborough County, Fl (835 Little Lane).

SECOND: That the Owners promise and agree to and with the General Contractor that they will and shall in consideration of the Agreement being executed and performed by the General Contractor as specified, pay or cause to be paid to the General Contractor the sum of:

DOLLARS

..... 114,950.00

in the following manner:

<u>Draw</u>	<u>Description</u>	<u>Requested</u>
1. (10%)	Deposit at signing of Agreement Deposit at Closing of Construction Loan	\$ 6000.00
2. (20%)	(Block Construction) Stem Walls and Slab Placed (Frame Construction) Slab Placed	

❶ Multiple contract formats are definable using work processing. Once defined the system prints the contract. The completed contract can then be saved. Detail client information is dropped into the word processing template.

TG	Sequence	Description	WA	Days
A	200	Plans & Review	C	10
A	300	Pin Footprint of House	A	1
A	400	Show Bench Mark Elevation	C	1
A	500	On Site Meet w/Dvlpr-Tree/Vqtn Save	A	1
A	600	Mark Saved Trees & Vegetation	C	1
A	700	Water Meter Installed	C	1
A	800	Developer Sign Board - Install	A	
A	900	Port-O-Let Req	C	1
A	1000	Port-O-Let Deliver	A	1
A	1100	Land Clear / Lot Scrape	C	2
A	1200	Set Foundation Fill Grade/Sprntndnt	A	1
A	1300	Surveyor - Hub Set/Mark Fill Grade	A	1
A	1400	Enviro Fence-Sides/Rear/Saved Areas	C	1
A	1500	Foundation - Fill & Grade	A	3
A	1600	Foundation Density - Req	C	1
A	1700	Foundation Density - Test	A	1

## FEATURES

## JOB SCHEDULING

Organizing and maintaining job schedules is made easy with Prosoft's NEW product Scheduler for Windows™. Creating a new job with a detail schedule can be done in seconds. You can define several standard schedule lists that you later choose when setting up the next job or copy a schedule from an existing job and make modifications. Once configured the system knows your work days and holidays and automatically considers them when projecting time lines.

The system is designed around a calendar type "To-Do List" that manages all jobs simultaneously eliminating the need to select each job individually. When working through your "To-Do List" you can quickly change the status of any task with the use of the mouse (or keyboard).

The system notifies you of material ordering requirements and tracks when you place the orders. In addition to scheduling, Prosoft's Scheduler provides you with "Cash Flow" information at the touch of a button. Scheduler also details which tasks need to be completed to receive a draw.

Reports are designed for readability and ease of use. Can you imagine a report showing the status of all jobs projected for the next two weeks in graph or standard report format?..... Or a quick report showing your expected cash flow, based upon the current schedules across all jobs, for a specified date range?.... A "To-Do List" for the next two weeks? Prosoft's Scheduler will manage this with ease.

NOV 03,1999  
09:15AM

Prosoft Tracking System  
Scheduler Job List  
Superintendent: Carl - Carl Eastwood

Page 1

❶

<u>Job Name</u>	<u>Phone</u>	<u>Start</u>	<u>Estimate</u>	<u>Promised</u>	<u>Variance</u>
A12 - Barker, Dewayne	975-612-4562	01/27/99	05/10/01	05/15/01	-5
Report Total					-5

- ❶ Job reports (job schedules) are available in summary or detail. This report quickly identifies job issues.
- ❷ The development report overviews all jobs within a development along with the stage of construction and estimated completion date.

AUG 15,2000  
10:24AM

Profitable Construction Followup  
Scheduler Subdivision Report  
Subdivision:Raintree, Excludes Delivered

Page 1

Subdivision Model	Client Name	Construction Stage	Super	Estimated Complete
Raintree				
Bridgewood	Jackson, Janet	Pre-Permit	Bart	10/27/00
Bridgewood	OverKamp Jr, Peter	Pre-Permit	Bob	10/12/00
Dolphin	Johnson, John	Foundation	Bob	10/02/00
Dolphin	Phillips, Sam	Concrete	Bart	09/18/00

❶ The development report overviews all jobs within a development along with the stage of construction and estimated completion date.

NOV 3,1999  
1:12PM

Prosoft Tracking System  
107 North Armenia Ave.  
Tampa, FL 33609

Sub Contract Projection  
Page 1  
List thru: 12/31/99

① Vendor: Carpentry A-Plus  
450 1st Avenue South  
Tampa, FL 33512

Contact: Jimmy  
Phone: 813-645-2341  
FAX: 813-645-2341

JOB	Description	Est/Start
A12 - Barker, Dewayne 1222 Gene Hieghts	Framing - Interior Bearing	07/15/99 Thr
A12 - Barker, Dewayne 1222 Gene Hieghts	Trusses - Sort & Set	07/15/99 Thr
A12 - Barker, Dewayne 1222 Gene Hieghts	Fascia - Install	12/08/99 Wed
A12 - Barker, Dewayne 1222 Gene Hieghts	Roof - Sheathing	12/13/99 Mon
A12 - Barker, Dewayne 1222 Gene Hieghts	Roof - Ready Dry In	12/16/99 Thr
A12 - Barker, Dewayne 1222 Gene Hieghts	Pad Wndw R/O's as Needed	12/16/99 Thr
A12 - Barker, Dewayne 1222 Gene Hieghts	Truss Straps - Hang & Fasten	12/16/99 Thr
A12 - Barker, Dewayne 1222 Gene Hieghts	Framing - Interior	12/16/99 Thr

① This report shows all jobs that must be completed by the vendor. Specific tasks and expectations of start dates are printed. This report can then be faxed directly to the subcontractor.

000000 00000

000000: 025

0000000000 000000000000

**107 North Armenia Ave.  
Tampa, FL 33609  
Phone 813-251-5555  
Fax 813-254-1111**

**Date:** 01/07/00  
**Project:** Raintree  
**Model:** Bridgewood  
**Job Status** Concrete  
**Name:** Sam Bilsingly  
1991 North 10th Street  
Tampa, FL 33712

**Change Order Description:**

Additional tile in entrance area, outside and directly inside per conversation, approx 75 square footage additional.

**SAMPLE**

**Change Order Amount:** \$ 340.00

- ① Prosoft prints and manages all change orders. Once a change is requested the system manages the change order from initialization through completion. Information related to the change is sent (electronically) to the appropriate person. For approval and then to the construction department. The system allows for multiple change order layouts. Your text is fully customized with ease.

Job: Client	Sequence	Description	Est/Start		Status
A4: Jackson, Donald	A200	Loan Closing	01/14/00	Fri	In Progress
	A600	Job Signage	01/17/00	Mon	In Progress
	A700	Site Work	01/26/00	Wed	Pending
<b>2</b> Vendor: SARASA - Land Clearing of America	A800	Post Permit	01/26/00	Wed	Pending
	A900	Set T-Pole	01/26/00	Wed	Pending
	A1000	Deliver Portable Toilet	01/26/00	Wed	Pending
	A1100	Clear Underbrush	01/26/00	Wed	Pending
	A1200	Grade Lot	01/28/00	Fri	Pending
	A1300	Footer and Foundation	01/31/00	Mon	Pending
	A1400	Compaction Test	01/31/00	Mon	Pending
	A1500	Engineer to Lay Out House	02/01/00	Tue	Pending
	A1600	Dig Footer	02/02/00	Wed	Pending
	A1700	Order Foundation Block	02/02/00	Wed	Pending
	A1800	Inspect and Pour	02/03/00	Thr	Pending
	A1900	Run Foundation Walls	02/04/00	Fri	Pending
	A2000	Fill Foundation	02/07/00	Mon	Pending
	A2100	Grade Foundation	02/08/00	Tue	Pending
	A2200	Slab and Walls	02/09/00	Wed	Pending
	A2300	Rough Plumbing	02/09/00	Wed	Pending
Vendor: JJ11WW - Johns Plumbing	A2400	Rough Plumbing Inpection	02/11/00	Fri	Pending
	A2500	Underslab Electric	02/14/00	Mon	Pending
	A2600	Prep and Treat	02/15/00	Tue	Pending
	A2700	Compaction Test	02/15/00	Tue	Pending
	A2800	Slab Inspection	02/15/00	Tue	Pending
	A2900	Pour Slab	02/16/00	Wed	Pending
	A3000	Load Block and Lintel	02/17/00	Thr	Pending
	A3100	Order Frame Package	02/17/00	Thr	Pending
	A3200	Order Trusses	02/17/00	Thr	Pending
	A3300	Run Walls	02/18/00	Fri	Pending
	A3400	Inspect and Pour Linitil	02/22/00	Tue	Pending
	A3500	Order Windows	02/22/00	Tue	Pending
	A3600	Framing	02/23/00	Wed	Pending
	A3700	Frame Interior Bearing	02/23/00	Wed	Pending
	A3800	Set Trusses	02/25/00	Fri	Pending

- 1** The status of any job is quickly available and shows when tasks need to be completed.
- 2** In addition the system tracks the vendor responsible for the specific task. Vendor requirement reports are available that can be faxed to the vendor for notification of work to be performed.

Sequence	Description	Status	WAC	Days	Start	Complete	Variance	SG
A100	Pre-construction	D	C		01/14/00 a	01/15/00 a	1	
A200	Loan Closing	I	A	1	01/14/00 a	01/14/00 e		
A300	Call City for Permits	D	C	1	01/15/00 a	01/17/00 a	0	
A400	Permitting	D	C	10	01/15/00 a	01/25/00 a	-3	
A500	Release Truss Drawing	D	C	1	01/15/00 a	01/17/00 a	0	
A600	Job Signage	I	C	5	01/17/00 a	01/21/00 e		
A700	Site Work	P	A		01/26/00 e	01/26/00 e		
	Vendor: SARASA - Land Clearing of America							
A800	Post Permit	P	A	1	01/26/00 e	01/26/00 e		
A900	Set T-Pole	P	C	1	01/26/00 e	01/26/00 e		
A1000	Deliver Portable Toilet	P	C	1	01/26/00 e	01/26/00 e		
A1100	Clear Underbrush	P	C	2	01/26/00 e	01/27/00 e		
A1200	Grade Lot	P	A	1	01/28/00 e	01/28/00 e		
A1300	Footer and Foundation	P	A		01/31/00 e	01/31/00 e		
A1400	Compaction Test	P	A	1	01/31/00 e	01/31/00 e		
A1500	Engineer to Lay Out House	P	A	1	02/01/00 e	02/01/00 e		
A1600	Dig Footer	P	A	1	02/02/00 e	02/02/00 e		
A1700	Order Foundation Block	P	C	1	02/02/00 e	02/02/00 e		
A1800	Inspect and Pour	P	A	1	02/03/00 e	02/03/00 e		
A1900	Run Foundation Walls	P	A	1	02/04/00 e	02/04/00 e		
A2000	Fill Foundation	P	A	1	02/07/00 e	02/07/00 e		
A2100	Grade Foundation	P	A	1	02/08/00 e	02/08/00 e		
A2200	Slab and Walls	P	A		02/09/00 e	02/09/00 e		
A2300	Rough Plumbing	P	A	2	02/09/00 e	02/10/00 e		
	Vendor: JJ11WW - Johns Plumbing							
A2400	Rough Plumbing Inpection	P	A	1	02/11/00 e	02/11/00 e		
A2500	Underslab Electric	P	A	1	02/14/00 e	02/14/00 e		
A2600	Prep and Treat	P	A		02/15/00 e	02/15/00 e		
A2700	Compaction Test	P	A	1	02/15/00 e	02/15/00 e		
A2800	Slab Inspection	P	C	1	02/15/00 e	02/15/00 e		
A2900	Pour Slab	P	A	1	02/16/00 e	02/16/00 e		
A3000	Load Block and Lintel	P	A	1	02/17/00 e	02/17/00 e		
A3100	Order Frame Package	P	C	1	02/17/00 e	02/17/00 e		
A3200	Order Trusses	P	C	1	02/17/00 e	02/17/00 e		
A3300	Run Walls	P	A	2	02/18/00 e	02/21/00 e		
A3400	Inspect and Pour Linitil	P	A	1	02/22/00 e	02/22/00 e		
A3500	Order Windows	P	C	1	02/22/00 e	02/22/00 e		
A3600	Framing	P	A		02/23/00 e	02/23/00 e		
A3700	Frame Interior Bearing	P	A	2	02/23/00 e	02/24/00 e		

- 1** Detail job schedules show specific information about the status of the job a summary of coding is shown below.
- 2** Variance by line is continually available.

Sequence	Description	Status	WAC	Days	Start	Complete	Variance	SG
A4700	Order Exterior Doors	P	C	1	03/13/00	e 03/13/00	e	
A4800	Rough A/C	P	C	2	03/13/00	e 03/14/00	e	
A4900	Inspect A/C	P	A	1	03/16/00	e 03/16/00	e	
A5000	Tub Set	P	C	2	03/16/00	e 03/17/00	e	
	Vendor: JJ11WW - Johns Plumbing							
A5100	Tub Set Inspection	P	A	1	03/20/00	e 03/20/00	e	
A5200	Rough Electric	P	C	4	03/20/00	e 03/23/00	e	
A5300	Alarm Pre-wire	P	C	1	03/20/00	e 03/20/00	e	
A5400	Measure for Cabinets	P	C	1	03/20/00	e 03/20/00	e	
A5500	Framing Inspection	P	A	1	03/24/00	e 03/24/00	e	
A5600	Order Sheetrock	P	C	1	03/24/00	e 03/24/00	e	
A5700	Insulate Walls	P	A	1	03/27/00	e 03/27/00	e	
A5800	Insulation Inspection	P	A	1	03/28/00	e 03/28/00	e	
A5900	Install Exterior Doors	P	A	1	03/29/00	e 03/29/00	e	
A6000	Sheetrock	P	A		03/30/00	e 03/30/00	e	
A6100	Hang and Finish	P	A	8	03/30/00	e 04/10/00	e	
A6200	Measure for Shelving	P	C	1	03/30/00	e 03/30/00	e	
A6300	Rough Grade	P	C	1	03/30/00	e 03/30/00	e	
A6400	Run Facia and Soffit	P	C	3	03/30/00	e 04/03/00	e	
A6500	Stucco	P	A	3	04/11/00	e 04/13/00	e	
A6600	Order Interior Doors and Trim	P	C		04/11/00	e 04/11/00	e	
A6700	Drill Well	P	C	3	04/11/00	e 04/13/00	e	
A6800	Install Septic Tank	P	C	4	04/11/00	e 04/14/00	e	
A6900	Finishes	P	A		04/17/00	e 04/17/00	e	
A7000	Paint Interior	P	A	2	04/17/00	e 04/18/00	e	
A7100	Hang Garage Door	P	A	1	04/19/00	e 04/19/00	e	
A7200	Trim Interior	P	A	4	04/20/00	e 04/25/00	e	
A7300	Set Cabinets	P	C	2	04/20/00	e 04/21/00	e	
A7400	Tile Baths	P	C	3	04/20/00	e 04/24/00	e	
A7500	Tile Floors and Fireplaces	P	A	3	04/26/00	e 04/28/00	e	
A7600	Paint Doors and Trim	P	A	2	05/01/00	e 05/02/00	e	
A7700	Install Shelving	P	A	1	05/03/00	e 05/03/00	e	
A7800	Rough Clean Interior	P	A	1	05/04/00	e 05/04/00	e	
A7900	Paint Exterior	P	C	2	05/04/00	e 05/05/00	e	
A8000	Pull Drive and Walks	P	C	1	05/04/00	e 05/04/00	e	
A8100	Pour Drive and Walks	P	A	1	05/08/00	e 05/08/00	e	
A8200	Order Appliances	P	C	1	05/08/00	e 05/08/00	e	
A8300	Final Trims	P	A		05/09/00	e 05/09/00	e	
A8400	Trim A/C	P	A	1	05/09/00	e 05/09/00	e	
A8500	Trim Plumbing	P	C	2	05/09/00	e 05/10/00	e	
A8600	Trim Electrical	P	A	2	05/11/00	e 05/12/00	e	
A8700	Final Grading	P	C	1	05/11/00	e 05/11/00	e	
A8800	Irrigation	P	A	2	05/15/00	e 05/16/00	e	
A8900	Landscaping	P	A	1	05/17/00	e 05/17/00	e	

Job Total Variance -2

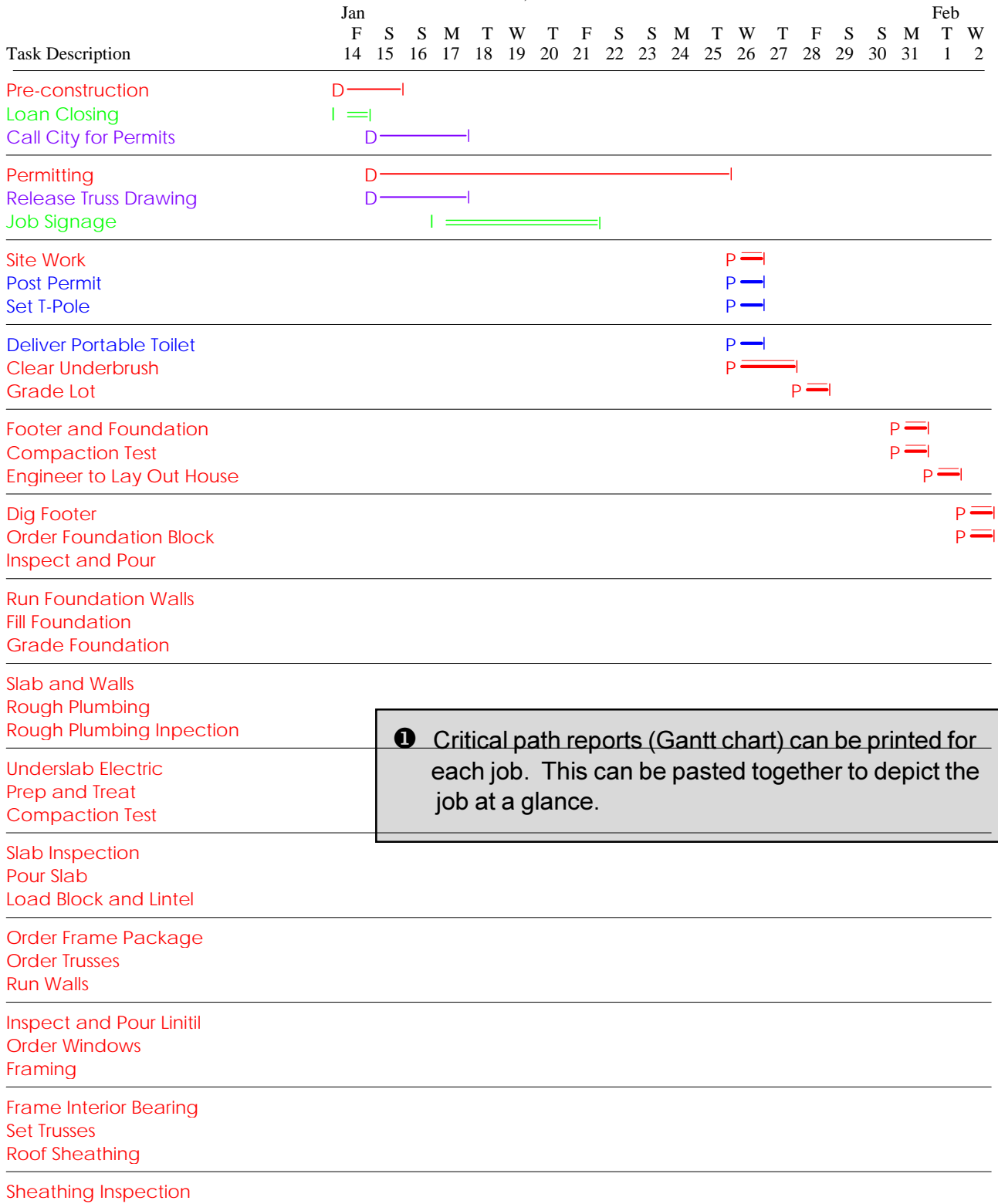


Sequence	Description	WAC	Days	SG	Option	Vendor
A5000	Lay Block Walls & Rake Beam Blks #1	A		1		
A5100	Super & Bottom End Walk Thru	A		1		
A5200	Assign Middle End Supervisor	A				
A5300	Order Concrete Pump for Lintels	W		1		
A5400	Electric Install Drop Pipes	W		1		
A5500	Call for Lintel Inpection	W		1		
A5600	Provide Pump Mix for Lintel	W		1		
A5700	Pump Lintel & Rake Beams	W		1		
A5800	Inpection Lintel	W		1		
A5900	Deliver Trusses	W		1		
A6000	Deliver Framing Package	W		1		
A6100	Remove Rake Beam - Forms	W		1		
A6200	Day #1 Framing	A		1		
A6300	Day #2 Framing	A		1		
A6400	Day #3 Framing	A		1		
A6500	Day #4 Framing	A		1		
A6600	Deliver Doors	W		1		
A6700	Deliver & Install Windows / SGD	W		1		
A6800	Install Marble	A				
A6900	Install Glass Block	W		1		
A7000	Day #5 Framing	W		1		
A7100	Install Gas Fireplace Lines	A		1		
A7200	Call for Sheathing Inspection	A		1		
A7300	Install Rough AC And All Vents	A		2		
A7400	Install and Top Out Plumbing	W		2		
A7500	Hook Up Sewer	W		1		JJ11WW - Johns Plumbing
A7600	Install J Channel & Drip Edge	W		1		JJ11WW - Johns Plumbing
A7700	Deliver Shingles	W		1		LUMBER - The Lumber House
A7800	Pest Tubes In Wall	W		1		PESTCO - Pest-Be-Gone
A7900	Install Electric Rough	A		3		ELECTR - Freds Electrical Service
A8000	Prewire for Security System	W		1	1030	ELECTR - Freds Electrical Service
A8100	Install Rough for Central Vac	W		1		
A8200	Call for Framing Inspection	W		2		
A8300	Install Wall Ties for Brick	W		2		
A8400	Call for Sewer Connect Inspection	W		2		
A8500	Call for Wall Ties Inspection	W		2		
A8600	Install Shingles	W		2		
A8700	Walk Thru With Frank	A				
A8800	Inspection - Framing	A		1		
A8900	Inspection Sewer Connection	W		1		
A9000	Inspection - Wall Ties	W		1		
A9100	Install Wirelathe	W		1		
A9200	Inspection Wirelathe	A		1		
A9300	Install Wall Insuation	W		1		
A9400	Deliver Brick, Mortar & Sand	W		1		
A9500	Dig Pool, Rough E & P, Steel	A		1	1035	
A9600	Install Concrete Shell	W		1		
A9700	Install Brick Coping, Form Deck	W		1		

**1** Master schedules provide the ability to configure a template. The template is used to create a new job schedule. Once created the new job can be modified (add / change / delete items) as needed.

JAN 14,2000  
12:38PM

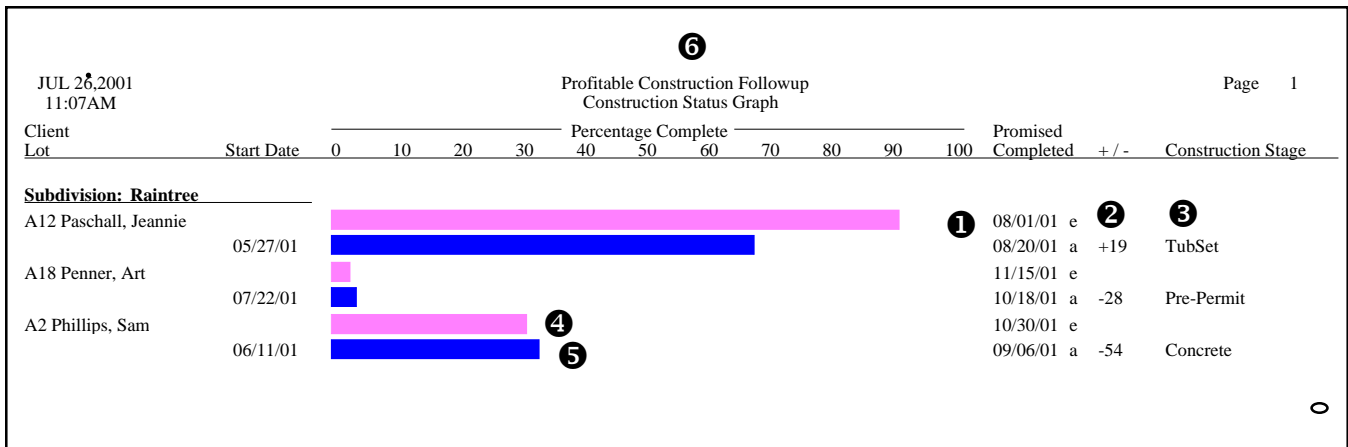
Profitable Construction **1**  
Job Schedule  
Client: Jackson, Donald



**1** Critical path reports (Gantt chart) can be printed for each job. This can be pasted together to depict the job at a glance.

(A4)

-- 1/1 --



- 1** Promised date.
- 2** Number of days behind schedule promise date (+) = post target date.
- 3** Construction Stage is definable.
- 4** Projected percentage complete, based on schedule.
- 5** Actual percent complete, based on completed tasks.
- 6** The above report is shown reduced in size for display purposes. When printed from the program, the report will print in landscape mode.

AUG 15,2000  
11:16AM

Profitable Construction Followup  
Work Order Request

Page 1

Customer: John Johnson  
1234 Any Street  
Tampa, FL 33611  
Phone #: 813-251-1942

Vendor: Johns Plumbing  
111 North West St. S.E,  
Tampa, FL 33322  
Phone #: 727-192-9999

Date: 07/05/00 Expected Completion:07/15/00

②

The residence above is needing assistance in the area of warrantee work to be provided by your company. You should feel free to contact our mutual client directly to schedule the work. Please let me know quickly if there is any problem with completion of the work by the required date above.

**Description of Service:**

Leak that caused by faulty work. ③

**All proper corrections with regard to items needing service above have been completed and accepted.**

\_\_\_\_\_  
SubContractor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

- ① Warrantee tracking is an intricate part of the system. When warrantee work is needed the system monitors the completion date and if desired prevents payments from being made.
- ② Standard text can be printed on all warrantee work orders.
- ③ Detail information is entered based on the warrantee issue.



**To Do Task Codes**

- |                        |                    |                 |
|------------------------|--------------------|-----------------|
| A) *                   | J)                 | S) Send Package |
| B)                     | K)                 | T)              |
| C) Construction        | L) Left Message    | U)              |
| D)                     | M) Mailings        | V) Visit        |
| E)                     | N) needs more info | W) Warrenty     |
| F) Followup (AutoLoad) | O)                 | X)              |
| G)                     | P) Phone           | Y)              |
| H)                     | Q)                 | Z)              |
| I)                     | R)                 |                 |
- \* Defaults to "Done" when added

**Pre Sales Mailings**

Description	# Days	Document Name	Export Codes
1) Thank You		Thankyou	ABCD
2) More Infor Needed	10	Moreinfo	ABCDG
3) 1st post card	25	post1	GAC
4) 2nd post card	20	post2	ABCD
5) Whats Next Step1	15	nextstep1	ABCD
6) Whats Next # 2	30	nextstep2	ABCD
7) We are still here	30	stillhere	ABCD
8) Did you buy already	60	didyoubuy	ABCD
9) Last Auto Mail	180	lastauto	ABCD

**Post Sales Mailings**

Description	# Days	Document Name	Export Codes
A) New Owner ThankYou	15	pthanks	A
B) Its been 6 months	180	sixmonths	A
C)			
D)			
E)			
F)			
G)			
H)			
I)			

**Letters**

Description	Document Name	Export Codes
1) First Letter	O:\GemTrack\docs\Pscovltr.doc	ABCE
2)		

❶ This report shows the flexibility in system configuration. By defining the codes, pre-sale mailings, post sale mailings and letters a standard procedure is followed for all clients eliminating the client "falling through the cracks".

Days Offset Description

---

**To Do Code: C: Construction ①**

1 Select Lot  
15 Get Loan Approv  
45 WALL paper SELECTED

**To Do Code: F: Followup (AutoLoad)**

3 CALL CLIENT  
② 15 CALL AGAIN

- ① The system allows for defining 26 type codes that are used for classification of To do's. For example "V" would be used for visits to the model. Each code can then have a standard set of task.
- ② In this example the code "F" is used for follow-up procedures and the tasks denote that "3 days" from initial contact the client should be called and that would then be done again in 15 days. This procedure would be automatic when adding a new prospect.

1	Price Range ❷ 80-100K 100-120K 120-140K 140-160K 160-180K 180-200K 200-220K 220-240K 240K +	2	Bedrooms # 1 2 3 4 5 6+
3	Baths # 1 2 3 4	4	Lot Location Preference Corner Culdesac Lake Front River Front Bay/Ocean Front Golf Course No Preference
5	Must Sell First Yes No	6	Financing pre-arranged Yes No In progress Not needed
7	Formal dining room Yes No	8	Formal living room Yes No
9	Split plan Yes No	10	Den/Office Yes No
11	# Garage Spaces 1 2 3+	12	Advertising Source Drive By Newspaper Billboard / Sign Previous Customer Realtor Mailing Other Referral  Unknown

❶ This setup report shows the user definable "pull down" options.

❷ Every field is user definable from the header (Price Range) to the detail lines. Since all standards are defined using "pull down" selections report remain consistent.

AUG 15,2000  
11:29AM

Profitable Construction Followup  
Work Order Request Text

Page 1

❶

Number: 1

Description: Service Text 1 (OK to contact client)

Printed Text: The residence above is needing assistance in the area of warrantee work to be provided by your company. You should feel free to contact our mutual client directly to schedule the work. Please let me know quickly if there is any problem with completion of the work by the required date above.

Number: 2

Description: Service text 2 (Do NOT Contact client)

Printed Text: The residence above is needing assistance in the area of warrantee work to be provided by your company. You should NOT CONTACT the client directly to schedule the work. All work will be scheduled with our office directly. Please let me know quickly the best time for us to schedule the completion of the work.

❶ Multiple templates can be defined to expedite completion of warrantee work orders.

AUG 15,2000  
01:09PM

Profitable Construction Followup  
Work Order Summary

Page 1

❶

Client: Johnson,John, Pending Only

Customer	Phone	Description	Entry Date	Due Date	Vendor
John Johnson	813-251-1942	Leak that caused by faulty work.	07/05/00	07/15/00	JJ11WW
John Johnson	813-251-1942	There is a small leak around the faucet in the master bathroom.	07/17/00	07/24/00	JJ11WW
John Johnson	813-251-1942	The front entrance hall light must have a short comes on and then shorts out periodically, the owner believes it is due to the dimmer switch.	07/18/00	07/25/00	ELECTR
John Johnson	813-251-1942	Tubes were not filled correctly.	07/27/00	07/31/00	PESTCO

❶ The report can be printed by client or vendor allowing for a variety of options. The report gives the customer name and phone numbers allowing for a quick follow-up list to verify all work has been completed.

NOV 03,1999  
09:05AM

Prosoft Tracking System  
Master Superintendent Report  
by Full Name

Page 1

<u>Nick Name</u>	<u>Full Name</u>
Brian	Brian Smith
Carl	Carl Eastwood
Ken	Ken Thomas
Nick	Nicholas Page
Tim	Timothy Johnson
Tom	Tommy Hilfidger
Will	William South

1

NOV 03,1999  
09:12AM

Prosoft Tracking System  
Days Off Report  
for dates "07/05/99" to "01/02/00"

Page 1

<u>Date</u>	<u>Description</u>
11/25/99	Thanksgiving
11/26/99	Thanksgiving
12/25/99	Christmas

1

AUG 15,2000  
02:14PM

Profitable Construction Followup  
**1** Change Order Status  
 All

Page 1

Entry Date	Due Date	Status	Amount	Ref ID	Description
<b>Client: A8 - Johnson, John</b>					
07/05/00	07/05/00	Done	2,000.00	A28	Per specifications make the following changes, the BR wall needs to be moved 15inches per specs also increase the size of the walk-in closet.
07/17/00	07/24/00	Open	360.00	A65	Add additional track lights to hallwall with dimmer switch.
<b>Client: A2 - Phillips, Sam</b>					
07/06/00	07/06/00	Done	22.00	A38	Add tile to entrance by 1' extending tile area.
08/15/00	08/22/00	Open	550.00	A63	Add bay window in kitchen over sink area.

**1** Quickly check the status of all open or closed changed orders.

AUG 15,2000  
02:29PM

Profitable Construction Followup  
 Construction Overview Report  
 All Subdivisions

Page 1

Buyer	Model	Contract Date	Permit #	Request	Permit Received	# Days	Construction Stage	Const. Start	Estimated Done	Promised	Diff
<b>Subdivision: Raintree</b> Phillips, Sam	Dolphin	04/16/00	235543-86432	04/25/00			Concrete		09/18/00	10/10/99	344

**1**

AUG 15,2000  
02:38PM

Profitable Construction Followup  
 Management Overview Report  
 All Subdivisions

Page 1

Buyer	Model	Contract Date	# Days To Date	Lender	Days in Permitting	Construction Stage	Estimated Done	Promised	Diff
<b>Subdivision: Raintree</b> Phillips, Sam	Dolphin	04/16/00	121			Concrete	09/18/00	08/10/00	39

**1**

Ven #	Vendor Name			Contact:
CONCRE	Concrete by Martin 133 West Way Tampa Phone:	FL 33608	FAX:	Martin Fuller 1 Beeper:
DRYWAL	Daves Drywall 2727 Brook Place Tampa Phone: 813-539-2323	FL 33131	FAX:	Dave 1 Beeper:
ELECTR	Freds Electrical Service 4538 1st Avenue Tampa Phone: 813-231-1211 X 301	FL 33922	FAX: 813-231-1212	Sam Johnson Jr. 1 Beeper: 813-231-4821
INTERN	Internal Labor  Phone:		FAX:	Contact: 1 Beeper:
JOHNSB	Johns Backhoe Service 482 6th Street St. Petersburg Phone:	FL 38111	FAX:	Contact: 1 Beeper:
JJ11WW	Johns Plumbing 111 North West St. S.E, Tampa Phone: 727-192-9999	FL 33322	FAX:	Contact: 1 Beeper:
PESTCO	Pest-Be-Gone 899 Carls Cir. S.W. Bradenton Phone: 941-585-5145	FL 34487	FAX:	Thomas 1 Beeper:
SAVANA	Savana Clearing Services 3811 North Himes Tampa Phone: 813-733-1722	FL 31342	FAX:	JR 1 Beeper:
LUMBER	The Lumber House 999 8th Ave West Tampa Phone: 813-555-4555	FL 37888	FAX:	Mike 1 Beeper:

<b>Option</b>	<b>Description</b>				<b>Retail Unit Price</b>
<b>1001</b>	<b>Lot Premium</b>				
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty:
1004	Culdesac				500.00
	Cost Unit Price:	500.00	Min Markup %:	0.0	Default Qty:
1005	Corner Lot				1,400.00
	Cost Unit Price:	900.00	Min Markup %:	25.0	Default Qty:
1007	Lake (small)				2,000.00
	Cost Unit Price:	2,000.00	Min Markup %:	0.0	Default Qty:
1008	Lake (large)				5,000.00
	Cost Unit Price:	5,000.00	Min Markup %:	0.0	Default Qty:
<b>1020</b>	<b>Standard Options</b>				
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty:
1021	Standard Refrigerator				0.00
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty: 1
1022	Stove/Microwave Std.				0.00
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty: 1
<b>1030</b>	<b>Upgrade Options</b>				
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty:
1031	Refrigerator (Hot Point)				1,500.00
	Cost Unit Price:	1,500.00	Min Markup %:	0.0	Default Qty:
1032	Less Standard Refrig				650.00-
	Cost Unit Price:	-650.00	Min Markup %:	0.0	Default Qty:
1035	Pool footer (additional 15.00/lf)				15.00
	Cost Unit Price:	15.00	Min Markup %:	0.0	Default Qty:
1036	Pool Electric				500.00
	Cost Unit Price:	500.00	Min Markup %:	0.0	Default Qty:
1037	Tile all areas except 3 bedrooms (12.00SF)				12.00
	Cost Unit Price:	12.00	Min Markup %:	0.0	Default Qty:
1038	Island in Kitchen 1-110v Outlet 4' long				1,500.00
	Cost Unit Price:	1,500.00	Min Markup %:	0.0	Default Qty:
1039	Additional sitting area window				150.00
	Cost Unit Price:	150.00	Min Markup %:	0.0	Default Qty:
1040	Modify Den/Dining windows				0.00
	Cost Unit Price:	0.00	Min Markup %:	0.0	Default Qty:
1041	Door to Lanai from guest hall				350.00
	Cost Unit Price:	350.00	Min Markup %:	0.0	Default Qty:

AUG 15,2000  
03:03PM

Profitable Construction Followup  
Master Realtor List

Page 1

Realtor Name Company			Phones
Beverly Johnson Bay Realty 444 Jay Street Temple Terrace EMail: bev@bayrealty.com	FL	34788	Phone: 555-546-5454 FAX: 555-545-4646 Office Phone: Cell/Pager: 813-416-5577
Jamie McDouglas Century 21 of America 188 4th Street North St.Pete EMail: Jamie@hotmail.com	FL	31832	Phone: 727-456-9899 FAX: 727-555-5444 Office Phone: 727-456-9899 Cell/Pager:

AUG 15,2000  
03:08PM

Profitable Construction Followup  
Activity Report  
for Dates "04/01/00" to "07/15/00"

Page 1

Job Address	Client	Activity	Date
63245 Misty Terrace	Phillips, Sam	Reservation	04/16/00
63245 Misty Terrace	Phillips, Sam	Contract Signed	04/16/00
63245 Misty Terrace	Phillips, Sam	Loan Commitment	07/06/00
63245 Misty Terrace	Phillips, Sam	Permit Requested	04/25/00

AUG 15,2000  
03:18PM

Profitable Construction Followup  
Conversion Report  
for "01/01/99" to "07/15/00"  
Price Range

Page 1

	Number of Visits	Number of Contracts Signed	Avg # Days to Close	Approx. \$ Generated
80-100K	0	0	0	0.00
100-120K	0	0	0	0.00
120-140K	1	1	384	141,000.00
140-160K	0	0	0	0.00
160-180K	0	0	0	0.00
180-200K	0	0	0	0.00
200-220K	0	0	0	0.00
220-240K	0	0	0	0.00
240K +	0	0	0	0.00
<b>Report Totals</b>	<b>1</b>	<b>1</b>	<b>384</b>	<b>141,000.00</b>

AUG 15,2000  
03:23PM

Profitable Construction Followup  
Demographic % Analysis  
Client Status: Hot, Medium  
All Dates

Page 1

Profile	Qty	%	Profile	Qty	%
<b>Price Range</b>			<b>Bedrooms #</b>		
No Selection			No Selection		
1 80-100K			1 1		
2 100-120K			2 2		
3 120-140K	1	33%	3 3	3	100%
4 140-160K	2	66%	4 4		
5 160-180K			5 5		
6 180-200K			6 6+		
7 200-220K			7 7		
8 220-240K			8 8		
9 240K +			9 9		
<b>Total</b>	<b>3</b>		<b>Total</b>	<b>3</b>	
<b>Baths #</b>			<b>Lot Location Preference</b>		
No Selection			No Selection		
1 1			1 Corner		
2 2			2 Culdesac		
3 3	3	100%	3 Lake Front		
4 4			4 River Front	1	33%
5 5			5 Bay/Ocean Front		
6 6			6 Golf Course	1	33%
7 7			7 No Preference	1	33%
8 8			8 8		
9 9			9 9		
<b>Total</b>	<b>3</b>		<b>Total</b>	<b>3</b>	
<b>Must Sell First</b>			<b>Formal dining room</b>		
No Selection			No Selection		
1 Yes	1	33%	1 Yes	2	66%
2 No	2	66%	2 No	1	33%
3 3			3 3		
4 4			4 4		
5 5			5 5		
6 6			6 6		
7 7			7 7		
8 8			8 8		
9 9			9 9		
<b>Total</b>	<b>3</b>		<b>Total</b>	<b>3</b>	