



Sage Timberline Office

Specialty Contractors

sage

SAGE AND SAGE TIMBERLINE OFFICE— HELPING YOUR BUSINESS SUCCEED

At Sage, one of our guiding principles is “customers for life.” We understand that the software you choose for your specialty contracting business must help your company thrive, not merely survive.

Whether you focus on one or a combination of specialties such as:

- **Roofing**
- **Drywall**
- **Concrete**
- **Masonry**
- **Excavation**
- **Demolition**
- **Painting**
- **Landscaping**
- **HVAC**
- **Electrical**
- **Plumbing**
- **Framing**

you depend on exceptional performance to increase productivity and profitability.

And so we build our products, such as Sage Timberline Office, to meet your unique business objectives and system requirements now, while adapting to changes so you can prosper and grow in the future.

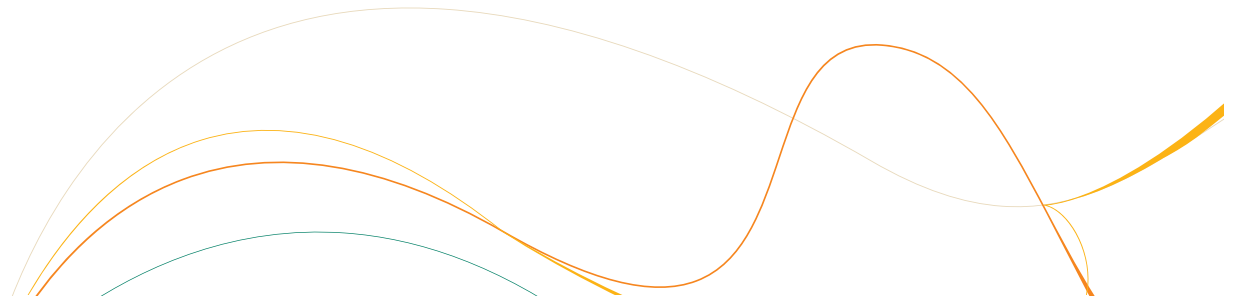
Sage Timberline Office is powerful financial and operations software for construction industries—software designed to control costs and maximize revenues. With its integrated and scalable approach, Sage Timberline Office provides a modular and flexible solution with a robust feature set. Use just the applications you need now with the assurance that you can add greater depth and breadth should you require it.

Sage Software’s allegiance to the construction and real estate industries runs deep, with more than 30 years of experience providing leading software solutions such as estimating, accounting, project management, service management, reporting, and other productivity tools to firms of all sizes.

More than 20,000 contractors have selected Sage Timberline Office since it was first developed. We offer our customers innovative software, outstanding service, and steadfast dedication to a long-term technology partnership. You, in turn, are able to use the latest tools to better serve your own clients now and for years to come.

Sage Timberline Office customers are part of 5.4 million satisfied Sage customers worldwide. When you choose Sage Timberline Office, you buy more than software. You get industry-focused business solutions backed by a customer-care commitment that rates among the world’s premier organizations. We provide you with dependable, accessible, and reliable services and support to implement, deploy, and run the products that help you succeed.

To learn more about Sage Timberline Office, read on. You’ll see why thousands of companies, including those in specialized trades contracting, are using our solutions to excel in today’s—and tomorrow’s—construction markets.

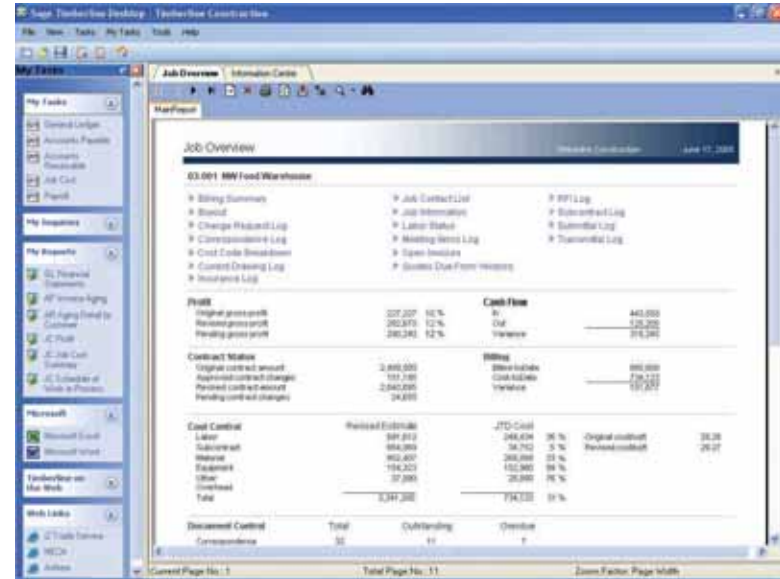


SAGE TIMBERLINE OFFICE DESKTOP

The Desktop application provides a central location to access the software capabilities and information that each person needs to do his or her job. Fully customizable by the user, Desktop acts as a personal home page so you can organize common tasks according to your unique requirements.

Working directly from your Sage Timberline Office Desktop, for example, you can access advanced features such as Setup Wizards, Workflow Centers, and Job Central, which deliver unparalleled ease-of-use for a streamlined implementation, plus efficiencies that help optimize your business processes to increase profitability.

Create shortcuts to the applications you frequently use, highlight important inquiries and reports, and access other resources such as Microsoft Word documents, Microsoft Excel files, and favorite Web sites. Set up your Desktop to be your personal info leading and help you stay in touch with key business metrics.



▲ Sage Timberline Office Desktop acts as a personal home page to help you organize common tasks according to your unique requirements.

“When everything’s integrated, that’s the key. Once you enter information, everything’s posted and it’s done.” Bruce Caron, VP, EMR Drywall

ESTIMATING

Accurate estimates are an imperative and Sage Timberline Office estimating gives you the tools to produce them quickly and efficiently. For conceptual estimates, Model Estimating moves your project forward without delay with a fill-in-the-blank interview format. Just answer a basic series of on-screen questions and the bid is done. Plus, with Model Estimating you can move from conceptual to detailed estimates without starting over.

Sage Timberline Office uses a familiar spreadsheet format supported by fast takeoff tools along with a number of comprehensive databases. Once the estimate is done, you can deliver presentation-quality reports to management and clients using the Sage Timberline Office internal reporting capabilities or Crystal Reports®. From there, it's easy to transfer estimates to Job Cost for budget-to-cost comparisons and to scheduling software such as Microsoft Project or Primavera to jumpstart project schedules.

Our core estimating application gets extra muscle from a full range of unique databases packed with thousands of standard industry items you can use right away—or enhance with your own specific items, formulas, and factors. You can even integrate with one of our comprehensive knowledgebases—commercial or electrical—developed exclusively for use with Sage Timberline Office estimating. You'll be able to prepare conceptual estimates backed by extensive detail immediately upon loading the software. Eliminating the often tedious and time-consuming process of individual item takeoff, the built-in intelligence prompts you for minimal input to calculate quantities and costs for a given assembly. RSMMeans databases and pricing services are also available.

And finally, add Digitizer, or ePlan Takeoff and it's a snap to lift your productivity even more and create precise, detailed estimates.

- Save time and add precision by keeping your database current with the latest Trade Service items and pricing.
- Sort estimates by user-defined Work Breakdown Structure (WBS) codes to quickly assess work complexity.
- Easily record, analyze, and incorporate bids from suppliers.
- Customize items with up to 20 prices for each and set up for automatic updates.
- Associate up to 10 labor productivities to each item for accuracy under any jobsite.
- Configure multiple crews using criteria for unions, prevailing wages, or interstate work.
- Generate material lists in a meaningful format for efficient material purchasing.
- Search and sort items easily thanks to Trade Service commodity code descriptions on every item.

Estimating Modules

- Cut & Fill
- Database Editor
- Digitizer
- Model Estimating
- ePlan Takeoff
- Estimating (core application)
- Estimating Explorer
- Estimating Report Manager
- Estimating TRA-SER Integrator
- Estimating Viewer
- Scheduling Integrator

Estimating Databases

- Advanced Assembly Databases
- Commercial Knowledgebase
- Electrical Knowledgebase
- Commercial Concrete/Masonry Database
- Commercial Drywall Database
- Commercial Site Utility Database
- Commercial Steel Database
- HVAC Database
- Industrial HVAC Database
- Industrial Process & Plant Database
- Industrial Process Piping Database
- Landscaping Database
- Plumbing Database
- RSMMeans Database
- Site Utilities Database

The image shows two overlapping windows from the Sage Timberline Office software. The background window is a spreadsheet titled 'Estimating - C:\Databases\CA - [Cahill Industries]'. It displays a bid table with columns for Bid Item, Floor, System, Description, Quantity, Labor Quantity, Labor Amount, Material Unit Price, Extended Material, Extended Price, Labor Cost, and Price Table. The data is organized into sections for 'Base Bid' and 'Floor 01', with sub-sections for 'Branch', 'Devices', and 'Feeder'. A 'Create Interview' dialog box is overlaid on the spreadsheet. The dialog box has a title bar 'Create Interview' and contains several fields and sections. At the top, it shows 'Model Name: 1000 - Takeoff 2 Location 3 Database with Table to Device Detail' and 'Model Reference: Building A-Floor 1'. Below this is a section titled 'Rough-In Takeoff Model' with a warning message: 'Use this model to take-off assemblies with other assembly codes or 100 (prices) of supports, boxes, and plates. When building a new or modifying an existing model, always be careful that your formula logic within a nested assembly variable does not generate a value outside the parameters of the minimum or maximum default values of that assembly variable. In particular, watch for any formula logic that will generate a zero (0) value in a variable with a minimum default value of 1.' The dialog box contains several input fields: 'Select Cable Type:' with a dropdown menu showing '2'; 'Select Wiring Material:' with a dropdown menu showing '1'; 'Select Ring Height:' with a dropdown menu showing '2'; 'Select Device Color:' with a dropdown menu showing '1'; 'Select Plate Color:' with a dropdown menu showing '15x15 Amp Switch, 20x20 Amp Switch'; 'SWITCHES:' section with 'Select Switch Amp Rating:' dropdown showing '20'; 'Enter Switch Cable Conductor Size (e.g., #14, #12, #10, etc.):' dropdown showing '12'; 'Enter the Quantity of 1-gang, SP Switches:' dropdown showing '25'; 'Enter the Quantity of 2-gang, SP Switches:' dropdown showing '88'; 'Enter the Quantity of 3-gang, SP Switches:' dropdown showing '12'; 'Enter the Quantity of 4-gang, SP Switches:' dropdown showing '1'; 'Enter the Quantity of 1-gang, 3-Way Switches:' dropdown showing '14'; 'Enter the Quantity of 2-gang, 3-Way Switches:' dropdown showing '6'. The dialog box has 'OK', 'Cancel', and 'Help' buttons at the bottom right.

Answer a few simple questions in the model interview and Model Estimating creates fast, accurate conceptual estimates in minutes. Drill down through multiple views of your estimate model to finer levels of detail. Refine the estimate all the way to the final bid, without leaving the spreadsheet or creating separate conceptual and detail estimates.

“Sage Timberline Office has been a godsend.” Robert Lee, President, Lee Masonry

PROCUREMENT

Use data in your estimates to feed purchasing activities. Turn estimates into vendor RFQs, evaluate quotes, fine tune your purchasing process, and generate purchase orders.

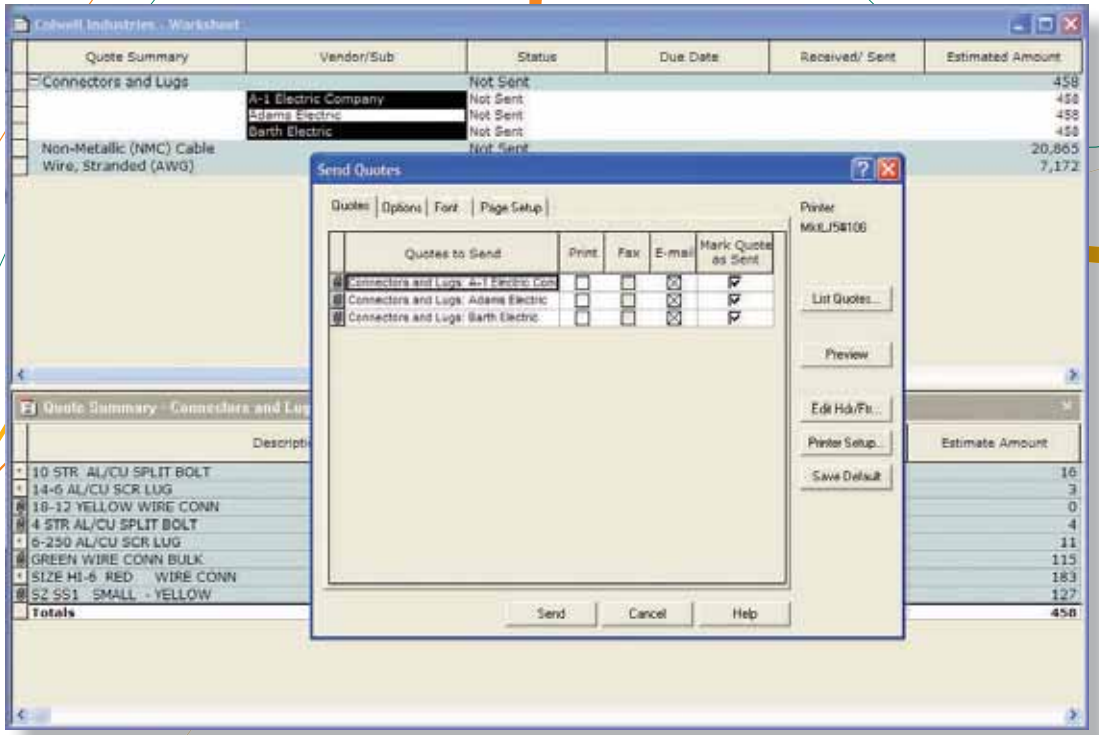
Produce purchase orders, track change orders, enter receipts and invoices all from a single database. To top it off, the figures in procurement modules automatically appear in the rest of your Sage Timberline Office software including key accounting applications such as Job Cost, Equipment Cost, Accounts Payable, and Billing.

- Organize the items in an estimate into desired groups of materials, produce RFQs, and perform the tasks necessary to buy out your job.
- Stay on top of all aspects of material management with efficient data entry processes to record receipts and adjustments.
- Consolidate purchasing and replenishment of inventory items through one information source.
- Generate requisitions and purchase orders, track change orders, issue inventory, and enter receipts, return authorizations, invoices, and more.

Procurement Modules

- Buyout
- Inventory
- Procurement TRA-SER Integrator
- Purchasing





▲ Set up the preferred communication method with each of your suppliers.
 Do some prefer e-mail while others prefer fax? Not a problem. Buyout sorts it all out for you.

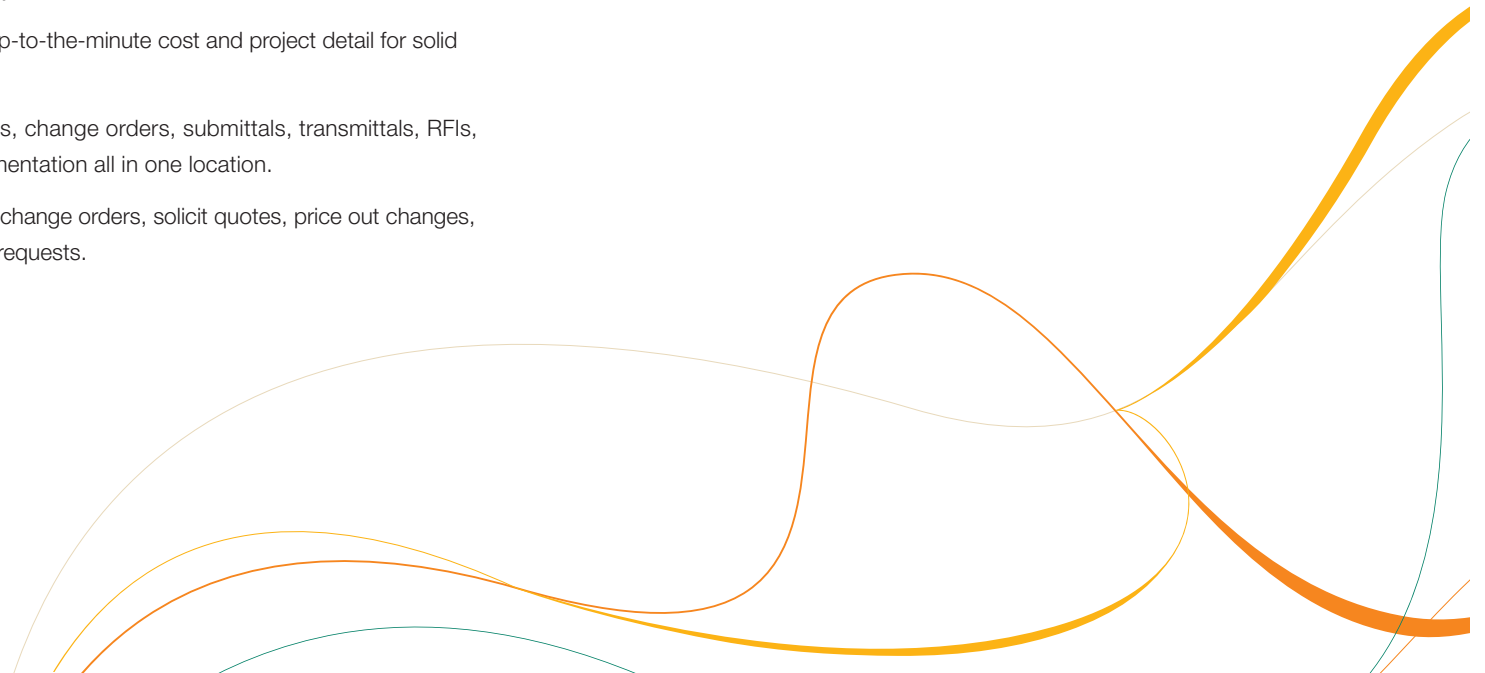
PROJECT MANAGEMENT

With its single-source entry and real-time passing of data to estimating and accounting, Project Management allows you to quickly access all of your data in one central location. With customizable inquiries and reports, you can quickly get to details that let you identify issues before they grow into problems.

Stay on top of performance, effectively manage change orders, compare actual costs against budgets, streamline your RFIs, submittals and other project documents, and improve workflow between project managers and accounting.

- Integrate estimating, accounting, and project management functions to get the facts you need when you need them.
- Give project managers up-to-the-minute cost and project detail for solid decision-making.
- Manage purchase orders, change orders, submittals, transmittals, RFIs, and other project documentation all in one location.
- Quickly identify potential change orders, solicit quotes, price out changes, and issue change order requests.

- Log all project-related Microsoft Outlook e-mail, Word documents, and Excel files in Project Management to ensure quick reference by all project members.
- Eliminate workflow redundancies to save time, simplify, and tie together processes and communication between estimating, accounting and project teams.
- Streamline the commitment change order process by pre-filling data from existing change orders and commitments.



Control the change order process. Quickly identify potential change orders, solicit quotes, price out the changes and issue change order requests.

Change Request - 4: HVAC changes per modified plan

Job: Ta Tech Lab (02ME001) Number: 4
 Description: HVAC changes per modified plan Date: 5-10-2004

To: Starks General Contracting (Portland) Status: Not issued
 Source: None Source number: Schedule impact:
 Scope: HVAC modifications per modified plan (by owner). In addition, one (1) additional louver added to serve the boiler room (see Jackson).

From: Timberline Mechanical (Portland)
 To:

Change Request - 4: HVAC changes per modified plan

Job: Ta Tech Lab (02ME001) Number: 4
 Description: HVAC changes per modified plan Date: 5-10-2004

Response due: 5-31-2004 Urgency: Normal
 Origin: Sequence: 4 Started on: 4-16-2004
 Reason: Change in Scope
 Initiated by: Timberline Mechanical (Portland)

Notice to proceed or approval:
 Date: 5-29-2004 Completed on:

Change order:
 Coding and reference:
 Internal
 Contract: 02ME001
 Item:
 Extra:
 Spec. section: 15700
 Work order: T1L006

Change Request actions: End, Play, Save, Cancel, Delete, Transmittal, Print, Send, Attachments, Next Action, Close, Help

3,665.00 Total price: 4,031.50

Change Request Overview

Change Request - 4: HVAC changes per modified plan

Job: Ta Tech Lab (02ME001) Number: 4
 Description: HVAC changes per modified plan Date: 5-10-2004

Pricing method: Lump sum View: Price

Cost Code	Description	Labor Price	Material Price	Equipment Price	Subcontract Price	Total Price
15-500	Modified Plans (see drawing log)		2,770.00			2,770.00
	Field Labor	895.00				895.00
Total cost estimate:						3,665.00

Making/Addon/Tax Description	Price Base	Price Percent	Price
Subtotal			3,665.00
Profit and Overhead	3,665.00	10.0000	366.50
Total cost estimate:			4,031.50

Change Request Price/Cost Estimate

Change Request Details

Change Request Price/Cost Estimate

SERVICE MANAGEMENT

Service Management is a complete system that puts you in control of field employees, purchasing, service agreements, inventories, and warranties, as well as preventive maintenance.

The Service Management suite is fully integrated with Accounting so your accounts payable vendor information, invoices, purchase orders, and other financial details get entered one time, on time. The result is efficiency, coordination, and control.

- Streamline your service tracking for maximum profitability.
- Get a bird's-eye view with multiple dispatch boards displayed simultaneously with up to 480 service calls and 48 technicians on each.
- Easily keep the dispatch board up-to-date via two-way paging communication.
- Ensure that techs aren't double-booked or under-utilized through the dispatch board's visual display.
- Streamline service tracking for maximum profitability.
- Establish greater efficiencies through detailed multi-divisional transaction tracking.
- Satisfy customer billing requests using flexible work order billing and invoicing options and stay on top of all billing through use of work order approval process capabilities.
- Get additional boards for Preventive Maintenance and Five Week Scheduling.



Service Management Modules

- Service Management
- Service Agreements/Preventive Maintenance
- Service Inventory
- Service Messaging
- Service Purchasing

“Service Management is very convenient because everything’s so integrated.” Janice Estes, W.A. Soefker & Son Inc.

The screenshot displays the 'Service Management - Timberline Construction' interface. The main area is a grid with columns for technicians and their availability, and a list of work orders on the right. A context menu is open over the 'Bill Rick' technician card.

Technician	Availability	Work Order	Priority	Comments	Location	Assignment
137 Black, Donald M	2-6:00 Available	Allstate Univer	Normal	Install a new hot tub.	0717 G. Nyberg, Tualatin, OR, 97217	9:00 am-12:00 pm (3.00 hrs)
124 Becker, Laurie B	2-6:00 Available	Fullerton Lumt	Normal			
135 Brown, Stanley S	1-7:00 Available	Bill Rick	Normal			
108 Brock, Terry W	1-5:00 Available	New Food Ware	Normal			
119 Brooks, Tom B	1-7:00 Available	Debi Bronson	Normal			
Unassigned	5-20:00 None	Burns Restaurant	Normal			
		Diamond Vogel Paint	Normal			
		Memorial Civic Center	Normal			
		City of Oak Hills	Normal			
		New Food Warehouse	Normal			

Context Menu (over Bill Rick):

- Assignment Properties
- Create Timestamp
- Work Order Properties
- Location Properties
- Location View
- Send Page
- Invoice Proof
- Enter Purchase Order
- Notified
- Acknowledged
- No Answer
- Traveling
- Started
- Suspended
- Complete
- Copy Assignment
- Split ECard
- Delete
- DBoard Settings

Work Order Details (Bottom):

- #23167, Priority: Normal
- Service: Installation
- Comments: Install a new hot tub.
- Permission:
- Location: 0717 G. Nyberg, Tualatin, OR, 97217
- Main Phone: (503)507-2385
- Jim James: (503)507-2385
- Alternate Contact: (503)664-8989
- Assignment: 9:06 to 9:07 (10.00 hrs)

▲ Service Management's easy-to-navigate dispatch board with enhanced visual controls give you instant access to the service information surrounding each work order and the tasks you need to complete.

ACCOUNTING

Count on an integrated accounting system to automate, streamline, and extend your control across payables, payroll, job costing, profit analysis, variance tracking, and more.

No matter what size of operation, our Accounting application is designed to work the way you work. From the smallest detail to the big picture, the adaptable General Ledger lets you track your financials the way you want regardless of how your are organized. You can also access current facts in the office—and in the field.

From payroll and job costing, to receivables and cash flow, Sage Timberline Office software automatically tracks the facts and provides hundreds of online inquiries and reports to give you fast access to what you want to know.

- Stay on top of costs and revenue, purchase orders and all the rest to identify the variables that impact the bottom line.
- Take charge of the entire payables process beginning with invoice entry through payment selection, check printing, and expense analysis.
- Keep in touch with customers and on top of receivables to proactively manage your cash position.
- Manage the details of your customer agreements in one convenient location to drive billings, receivables processing, and change orders.
- Create free-form customer invoices at any time, and automatically produce time-and-material, cost plus, lump sum, progress billing, and unit-priced invoices.

- Enter time and other payroll information to jobs, cost codes, categories, days of the week, worker's comp, union local, and classes for easy tracking and quick cost analysis.
- Enhance payroll productivity and labor cost management by entering information directly at the job site.
- Manage the details of equipment cost, revenue, and usage to help you maximize the return on your assets.
- View and track all your cash transactions and easily reconcile them with your company's bank statements and general ledger.

Accounting Modules

- Accounts Payable
- Accounts Receivable
- Billing
- Cash Management
- Contracts
- Equipment Cost
- Financial Statement Designer
- General Ledger
- Job Cost
- Payroll
- Remote Time Entry



Billing - Comm Spec - [Enter Quick Bill]

File Edit Tasks Setup Inquiry Reports Tools Window Help

INVOICE: Customer: STRMW Job: 02-01001 Invoice form: Unit-based

Invoice: 100002 Draw: 2 Invoice date: 6-14-2004 Due date: 7-14-2004

Billing address: Streamwood Building 1907 Streamwood Ave Suite 563 Job address: Baseline Storage 2345 S. Winchester Drive Seaverton, OR 97006

Item #	Standard Item	Description	Units	UOM	Price	Amount
To perform work, authorized in work order #32954						
Labor						
1			32.0000	hrs	49.5000	1,585.52
		Total Labor	32.0000			1,585.52
Material						
2	#3 60Rebar	Rebar #3 Grade 60	.5000	ton	1,050.0000	525.00
3	#5 60Rebar	Rebar #5 Grade 60	.2500	ton	1,137.5000	284.38
4	10 6x6Mesh	Wiremesh 6x6 10/10	100.0000	sq	11.3750	1,137.50
	C3 Reg	Regular Concrete 3000 psi	15.0000	cy	103.2500	1,548.75
		Total Material				3,495.63
		Subtotal				5,081.55
Total						5,081.55
Retainage held						0.00
Invoice amount						5,081.55

Ready

Choose invoices to pay manually or automatically based on the criteria you select. Make partial payments, create joint checks, and manage retainage and lien waivers.

REPORTING AND PRODUCTIVITY TOOLS

Cut through the clutter. Run real-time reports the way you want to see them. By combining the power of reports, inquiries, and other access tools, teams across your company are able to work more efficiently, make better decisions, and stay informed.

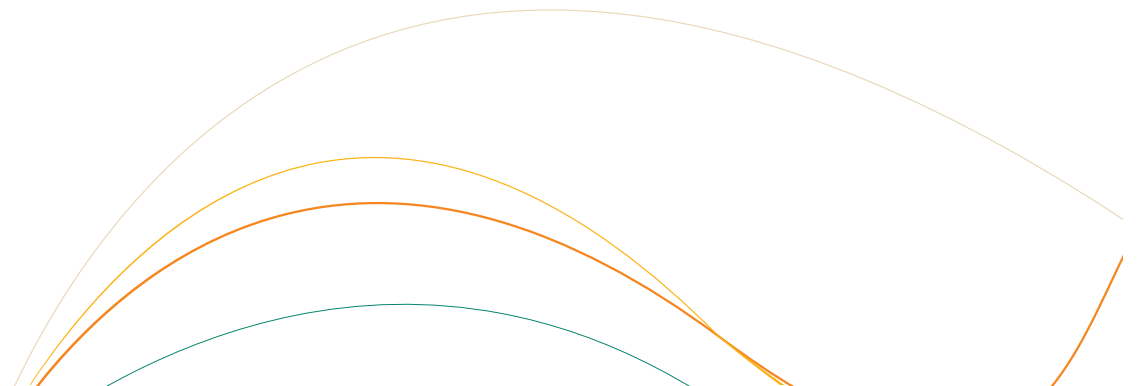
Want access to accounting data without having to actually use the Accounting and Project Management applications? Get access to online inquiries and reports with Information Assistant, a tool that puts reports and inquiries in front of everyone that needs them. Other efficiency tools include Address Book, (a centralized corporate contact database), Document Management (an electronic document storage and retrieval system), MyAssistant (task monitoring and notification system), and ODBC (Open Database Connectivity), software that enables you to interact with just about any application.

- Select reports and inquiries with drill down capabilities important to you from a list of hundreds and customize them to fit your needs.
- Transform your information into presentation-quality reports with easy-to-use tools from Crystal Reports.
- Have Information Assistant put accounting and project management reports and inquiries on any employee's desktop.
- Use Inquiry Designer to create your own custom inquiries.

- Manage all vendor and customer contacts in one central location with Address Book.
- Easily exchange information between Sage Timberline Office software and most other commonly used programs with ODBC.
- Electronically organize documents for fast, easy routing and retrieval.

Reporting and Productivity Tools

- Address Book
- Crystal Reports
- Document Management
- Information Assistant
- Inquiry Designer
- ODBC
- Report Designer



SAGE CONSTRUCTION AND REAL ESTATE FORMS

For high-quality checks, forms, paper supplies and promotional items Sage Construction and Real Estate Forms is the one-stop source you can depend on. This excellent service is backed by a 100% customer satisfaction guarantee. You can visit them at www.sagecreforms.com or call 800-760-7929.

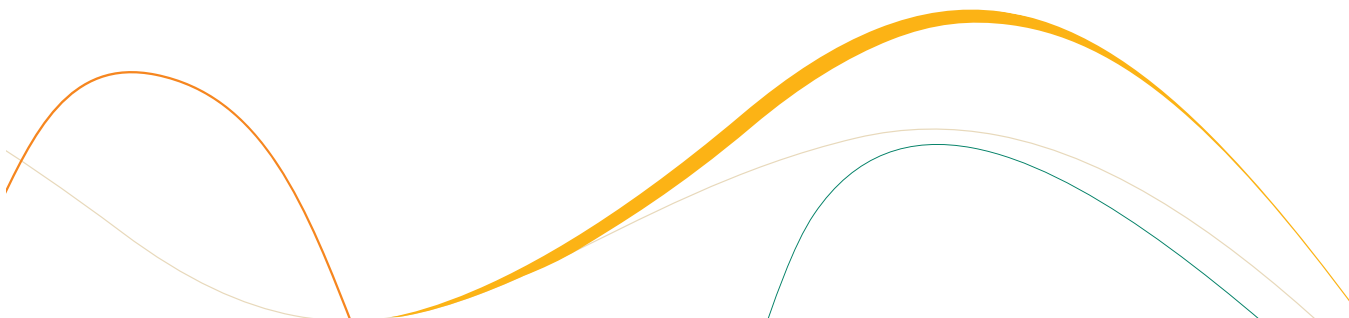
CUSTOMERS FOR LIFE

Sage has a long-term relationship with and commitment to the construction industry. Our portfolio of products such as Sage Timberline Office, Sage Master Builder, and Peachtree by Sage for Construction, demonstrates our close technology alignment and the intent to be an important part of our customers' business for many years to come. And our ongoing product development and clear migration path ensure that no matter what the size or needs of your company are, one of our construction solutions is right for you.

SUPPORT YOU CAN COUNT ON

Sage Construction & Real Estate customer support has garnered numerous prestigious awards such as the SSPA STAR Award for Most Improved Software Support Organization, the SSPA STAR Award for Service Excellence in the High Case volume category, and five consecutive Support Center Practices certifications for excellence. In addition, the Sage Construction & Real Estate customer support center has been one of a select few support centers selected internationally as a Global Call Center of the Year. The award recognized overall commitment to improving customer service and providing consistent performance in the delivery of technical support services. This performance reflects our dedication to providing customers with a level of support that is second to none.

For more information about Sage Timberline Office, visit www.sagecre.com, call 800-628-6583 or contact your local Sage Timberline Office Business Partner. They are specially trained to serve your needs—from software demonstrations through installation and training.



Sage North America is part of The Sage Group plc, a leading global supplier of business management software and services. At Sage, we live and breathe business every day. We are passionate about helping our customers achieve their ambitions. Our range of business software and services is continually evolving as we innovate to answer our customers' needs. Our solutions support accounting, operations, customer relationship management, human resources, time tracking, merchant services, and the specialized needs of the construction, distribution, healthcare, manufacturing, nonprofit, and real estate industries.

Sage North America employs more than 5,000 people and supports nearly 2.9 million small and medium-size business customers. The Sage Group plc, formed in 1981, was floated on the London Stock Exchange in 1989 and now employs 14,800 people and supports 5.7 million customers worldwide.

About Sage North America

Distributed by:
Alliance Solutions Group, LLC.
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