



## Sage Timberline Office

Real Estate Developers

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 business must help your company thrive, not merely survive. 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 the construction and real estate 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.

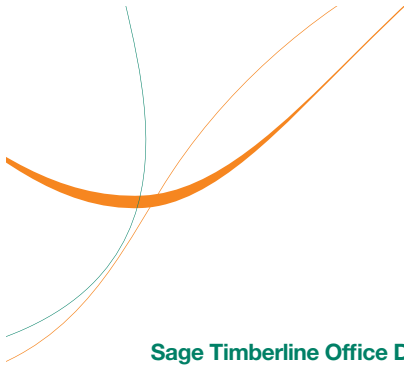
Sage’s allegiance to the construction and real estate industries runs deep, with more than 30 years of experience providing leading software solutions such as estimating, accounting, project management, service management, reporting, and other productivity tools to firms of all sizes.

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 Software 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 involved in real estate development are using our solutions to excel in today’s—and tomorrow’s—construction and real estate markets.

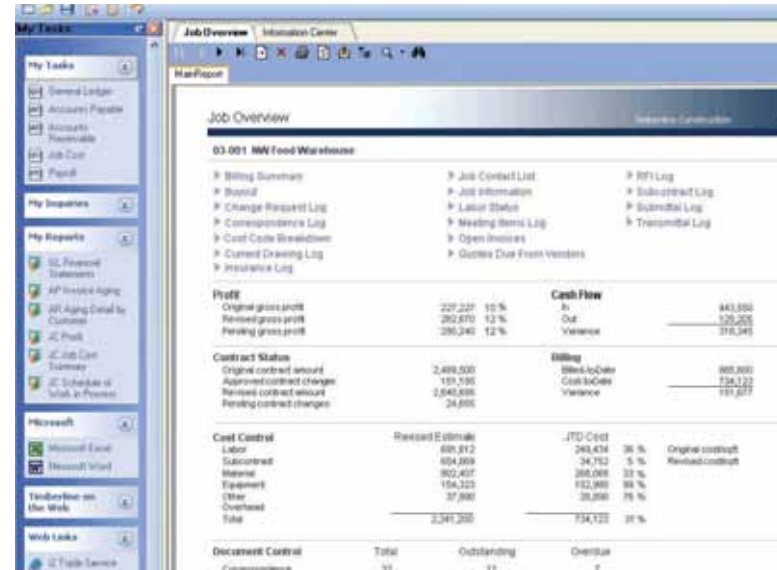


## Sage Timberline Office Desktop

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 information dashboard 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

## ESTIMATING

What if? What if you add another floor? Use concrete instead of steel? Build on that downtown parcel? Accurate estimates are imperative. Sage Timberline Office gives you the tools to produce estimates quickly and efficiently. For courtesy and conceptual estimates, Model Estimating moves your project forward without delay. Just answer a basic series of on-screen questions and the bid is done. Plus, explore value engineering options by identifying cost impacts on proposed changes..

Our core Estimating application gets extra muscle from a full range of comprehensive databases packed with thousands of standard industry items you can use right away—or enhance with your own unique items, formulas and factors. You can also integrate with RSMeans databases and pricing services. Add Digitizer, ePlan Takeoff or Scheduling Integrator and it's a snap to increase your productivity.

The first-of-its-kind Commercial Knowledgebase gives you ready-to-go-models supported by RSMeans pricing. You can re-price estimates based on location simply by selecting from 700 metro areas and allowing the City Cost Index to fill in the blanks.

- Analyze development and redevelopment feasibility.
- Combine estimating with capital budgeting for precise costs, quantities, crews, hours and waste.
- Re-price estimates based on whatever the location.
- Develop quick conceptual estimates and analyze cost options with Model Estimating's fill-in-the-blank interview format.
- Create presentation-quality reports to upper management and clients using the Sage Timberline Office built-in reporting capabilities or Crystal Reports®.

### Estimating Modules

- Cut & Fill
- Database Editor
- Digitizer
- ePlan Takeoff
- Estimating
- Estimating Explorer
- Estimating Report Manager
- Estimating Viewer
- Model Estimating
- Scheduling Integrator



“Sage Timberline Office is the most used estimating software in the U.S.” Construction ENR, McGraw-Hill



## Estimating Databases

- Advanced Assembly Database
- Commercial GC Database
- Commercial Knowledgebase
- RSMMeans Databases
- Residential Homebuilder Database

Estimating - C:\Database\CRK - With Models - Cost Pricing - [Stanton and Co.]

Group	Description	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Total Amount
102100.00	COMPARTMENTS AND CUBICLES	3,953	39,726				43,679
102800.00	TLT.BATH AND LNDRY ACCSSR	4,948	32,598				37,546
142100.00	ELECTRC TRACTN ELEVATORS	150,506	503,852				654,358
142400.00	HYDRAULIC ELEVATORS	25,809	89,480				115,289
142700.00	CUSTOM ELEVATOR CABS						
142800.00	ELEVTR EQPMNT AND CONTRLS	26,349					26,349
211200.00	FIRE-SUPPRESSN STANDPIPES	3,130					3,130
211300.00	FIRE-SUPPR SPRNKL SYSTEMS	20,401					20,401
213100.00	CENTRIFUGAL FIRE PUMPS	4,632					4,632
220500.00	COMM WORK RSLT FOR PLMBNG	2,727					2,727
220700.00	PLUMBING INSULATION	16,179					16,179
221100.00	FACILITY WATER DISTRIBUTN	291,582					291,582
221300.00	FACILITY SANITARY SEWERAGE	16,937					16,937
221400.00	FACILITY STORM DRAINAGE	589					589
223300.00	ELCTR DMSTC WATER HEATERS	2,895					2,895
224100.00	RESDNTL PLUMBING FIXTURES	42,763					42,763
224200.00	COMMRC PLUMBING FIXTURES	12,002					12,002
224700.00	DRNK FNTH AND WATR COOLRS	2,121					2,121
230500.00	COMMN WORK RSLTS FOR HVAC	8,451					8,451
230700.00	HVAC INSULATION	49,188					49,188
230900.00	INSTR AND CONTRL FOR HVAC						
231300.00	FACLTY FUEL-STORAGE TANKS	986					986
232100.00	HYDRONIC PIPING AND PUMPS	5,076					5,076
233100.00	HVAC DUCTS AND CASINGS	4,385					4,385
233300.00	AIR DUCT ACCESSORIES	308,760					308,760
233400.00	HVAC FANS	2,536					2,536

Stanton and Co. - Totals

Description	Amount	Totals	Hours	Rate
Labor	7,168,060		170,700.704 hrs	
Material	14,307,769			
Subcontract	448,030			
Equipment	883,586		9,162.991 hrs	
Other	17,495			
	22,703,760	22,703,760		
Estimate Contingency	1,293,399			6.000 %
<b>Total</b>		<b>23,997,159</b>		

▲ Create quick, accurate estimates backed by material, labor, subcontractor, equipment and other costs and details.

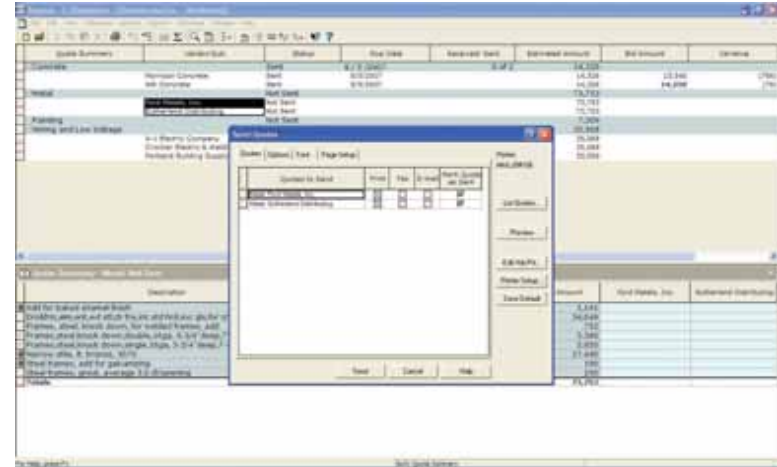
## PROCUREMENT

Turn estimates into RFQs, evaluate quotes and start the purchasing process. Generate purchase orders, track change orders and enter receipts and invoices. To top it off, the figures in the procurement modules automatically appear in the rest of your Sage Timberline Office software including key accounting applications such as Job Cost, Accounts Payable and Billing.

- Organize the items in an estimate into desired groups of materials, produce RFQs and perform the tasks necessary to buyout your job.
- Stay on top of material management with efficient data entry steps 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, and invoices.

### Procurement Modules

- Buyout
- Inventory
- Purchasing



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

## PROJECT MANAGEMENT

Manage all the facts and minimize unknowns. Check the status of subcontracts and effectively manage change orders. Simplify project documentation such as RFIs, submittals, transmittals, correspondence, meeting minutes, and more.

See exactly where you stand on every job with Project Management software. With inquiries and reports that are easy to customize and all the facts accessible from one central location, you can quickly get to details that let you identify issues before they grow into problems.

Monitor performance and effectively manage change orders and all project documentation. Compare real-time costs from accounting and committed costs against budgets. Speed the flow of information between estimating, accounting and project managers.

- Integrate construction estimating, accounting, and project management for improved data-sharing and communications between departments. Team members stay well informed and up to date with this easy access to real-time information.

- Ensure project managers have up-to-the-minute cost and project detail for solid decision making.
- Manage contracts, subcontracts, purchase orders, change orders, submittals, transmittals, RFIs, meeting minutes, 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.

“Bottom line? Sage Timberline Office software helps us be more productive without adding more staff.” John Mayo, BFW Construction

Inquiry - Job Overview - Job Overview (released Jobs)

Job	Description	Original Contract	Pending Changes	Approved Changes	Revised Contract	Total Estimate	Total Commitment
03-001	NW Food Warehouse	2,489,500.00	10,100.00	151,195.00	2,640,695.00	2,341,200.30	1,532,856.09
03-002	Clackamas Office Park #4	931,930.00		51,658.00	883,588.00	799,944.61	345,112.73
03-003	Fort Wayne Officers' Club	479,300.00			479,300.00	442,347.39	122,922.90
03-004	Metro Bus Stop 47	18,000.00			18,000.00	14,315.00	
03-005	Metro Bus Stop 39	18,000.00			18,000.00	14,315.00	
03-006	PSE Line W08345						
03-007	Low Income Housing						
03-008	Rose Garden Arena Revitizing	180,000.00					
03-009	OHSU Lighting Renovation						
03-010	Tri-Tech Fab Lab						
03-011	Cordova Middle School						

Inquiry - Job Overview - Pending Contract Changes

Job: 03-001 NW Food Warehouse

COR	Description	Estimate Amount	Potential CO Price	CO Request Price	Verbal Okay Price
6	Upgrade doors	2,000.00	4,480.00		4,480.00
7	Additional skylights	3,130.00	5,500.00	5,500.00	
9	Landscape Irrigation	6,500.00	9,000.00		
12	Peroute Conduit	950.00	1,000.00	975.00	
13	Incorrect Concrete Mix	3,500.00	3,900.00		

▲ With all accounting and project management information stored in one place, you can quickly and easily check on project status as well as “drill down” to the level of detail needed

Project Management - Timberline Construction - (03-1) Underground storage tank

File Edit Documents Contract Control Setup Inquiry Reports Tools Window Help

Job: NW Food Warehouse (03-001) Number: 1 Closed

To: Norm Bruce (MVA Design) Date: 3/13/2002

Cc: Mike Joann (MVA Design)

Subject: Underground storage tank Agency: High

Drawing reference: 14 Spec section: 0040

Issue

Question: We have located an unanticipated UST. Please advise, removal may add 3 days to the schedule.

Submitted by: Glenn Pat (Timberline Constructors) Request date: 3/07/2002

Received from: Brian George (George's Excavation) Received No: 12

Impact:  Schedule Time: 3 days  Cost Amount:

Answer: Remove job owners representation.

Answered by: Norm Bruce (MVA Design) Answered date: 3/21/2002

Status: Unchanged Returned date: 3/21/2002

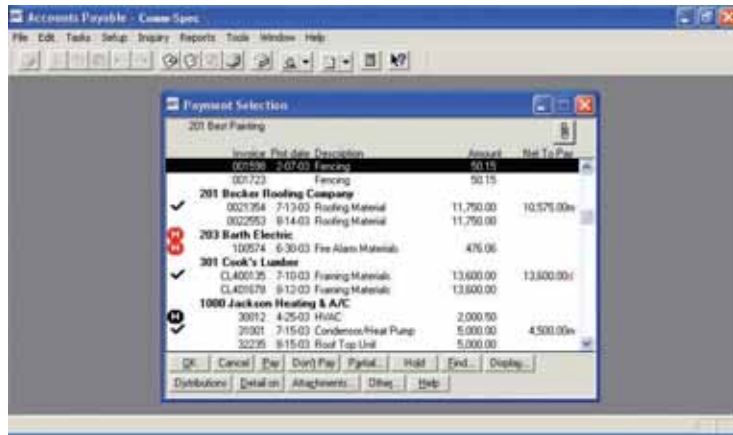
Printed: 3/21/2002 10:40:40 AM NWL 1660/60

◀ 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

Eliminate any obstacle between accounting, project management and property management. Sage Timberline Office allows information to move smoothly across departmental borders. You reap the benefits of a complete portfolio and project-wide management system.

Interactive inquiries and reports deliver the numbers you need, in the format you need (or in the format your financial partners want). You can keep an eye on the big picture, and the software keeps an eye on everything else. From payroll and job costing to vendors and cash management, Sage Timberline Office allows you to:



▲ 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.

- Reconcile bank statements using feature-rich cash management tools.
- Define unique user settings so that the controller is really in control.
- Set up a job costing structure to tailor to your unique management.
- Identify costs and variables that impact the bottom line.
- Manage the entire payable process beginning with invoice entry through payment selection, check printing and expense analysis.
- Track the details to help you maximize return on investment.
- Reconcile your cash transactions with your company's bank statements and general ledger.
- Consolidate property management and construction books in the same database.
- Produce consolidations, entity comparisons and budget variances on demand.

### Accounting Modules

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

## REAL ESTATE MANAGEMENT

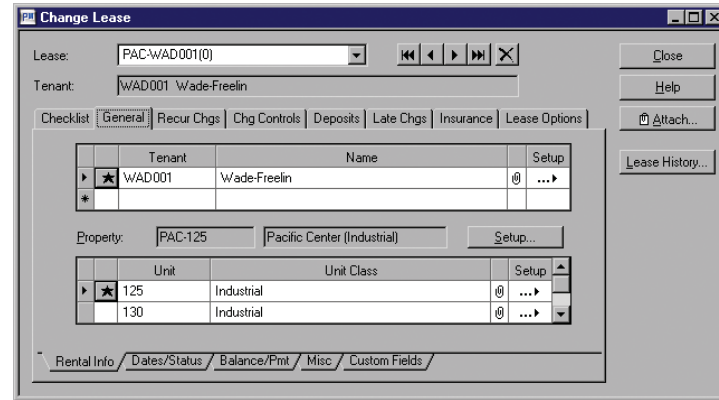
If you manage the properties you develop, you know that the only thing your tenants have in common is the building they're in. With Sage Timberline Office software, everything is flexible. The lease-based design gives you the ability to abstract any type of lease, as well as track recoveries, escalations and advanced retail functionality.

Using a lease-based approach, you can accommodate any combination of properties—and create customized reports based on current facts.

- Administer leases of any complexity.
- Track everything from budgets to year-to-date actuals and variances.
- Set up multiple lease per tenant, as well as multiple units per lease and tenants per lease.
- Manage virtually unlimited lease option tracking.

### Real Estate Management Modules

- Advanced Retail
- Property Management (core application)



▲ Real Estate Management's lease-based design makes it easy for you to adapt the software to specific lease agreements, such as a single tenant with one lease covering multiple units.

Real Estate Management easily adapts to unique lease clauses and calculations. What's more, it contains a broad range of standard inquiries and reports that provide you with instant online access to stored lease and property information.

Real Estate Management transforms your lease agreements from static legal documents to dynamic information generators.



“Not only does it take 30% less time to enter information, we're always up to date.” Sheila Warren, CDI



- Track square footage, insurance, deposits, property addresses, and property types.
- Stay on top of leases with the ability to track virtually unlimited lease options.
- Enter and edit future lease information as you receive it, then activate lease at a later date.
- Enter each lease with its own lease provisions, including square footage, recoveries and options.
- Track pending move-ins and move-outs, and simplify lease start and termination with user-defined checklists.

The screenshot shows two windows from the 'Property Management - Gold Coast Group' software. The top window, titled 'Inquiry - Available Units - Property Occupancy', displays a summary table for various properties. The bottom window, titled 'Inquiry - Available Units - Unit Availability', provides a detailed view for the selected property 'SCH-1200 Scholls Town Center', listing individual units with their respective lease details.

Property	Base	Rentable Sq Ft	# of Units	# Vacant Units	# Occupied Units	# Leased Units
GAT-2000	Gateway Industrial	140,000	5		5	5
MOU-3600	Mountain View Place	6,530	8	1	7	7
PAC-1000	Pacific Building	180,000	7		7	7
PAR-1210	Parkside Square	48,000	12	4	8	8
RDS-1000	Rose City Center	75,000	15	1	14	14
SCH-1200	Scholls Town Center	80,600	15	1	14	14

Unit	Rentable Sq Ft	Occp	Move-In Date	Move-Out Date	Available Date	Current Rent	\$/Sq Ft (Annual)	Market Rent	\$/Sq Ft (Annual)	Net 0/5 Ft (Annual)
1	6000	Y	12-01-96			5,800.00	13.32	7500.00	18.00	
2	1200	Y	5-01-94			2,350.00	23.50	1800.00	18.00	
3	2200	Y	6-01-00			3,500.00	19.09	3300.00	18.00	
4	3000	Y	1-01-94	1-01-00	1-05-00	4,400.00	17.60	4500.00	18.00	
5	28000	Y	9-01-96			15000.00	6.43	28000.00	12.00	
6	1200	Y	7-01-96			2,300.00	23.00	1800.00	18.00	
7	2600	Y	4-01-97			3,900.00	18.00	3900.00	18.00	
8	3000	Y	4-01-96			4,400.00	17.60	4500.00	18.00	
9	2600	Y	6-01-98			4,400.00	20.31	3900.00	18.00	
10	2400	Y	6-01-98			4,200.00	21.00	3600.00	18.00	
11	1200	Y	10-01-98			2,150.00	21.50	2000.00	20.00	
12	4200	Y	10-05-98			1,550.00	18.60	1800.00	21.60	
13		Y	10-05-98			2,500.00	13.64	3000.00	18.00	
14		Y	10-05-98			1,333.33	16.00	1500.00	18.00	
15	24000	Y	9-29-98			17500.00	8.75	23580.00	11.79	

Drill down from a property summary to view a list of all units that fit desired criteria.

## SERVICE MANAGEMENT

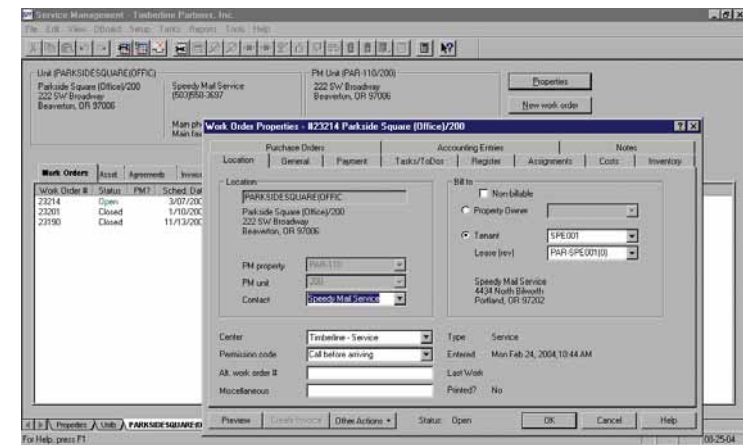
Overseeing maintenance for one property can be challenging. With multiple properties, service issues can take on nightmarish proportions. Simplify your service operations: dispatch, purchasing, service agreements, work orders, warranties and billing. It is easier than ever to track costs, know that the property is maintained and keep even the most demanding tenants satisfied.

Service Management is fully integrated with our Accounting and Property Management software. Duplicate data entry is eliminated. Communication is improved. It all adds up to efficiency, coordination, control, and a stronger bottom line. Service Management is essential to a smooth, well-oiled operation.

- Access service history and geographic location of a property or unit.
- Drill down for access to additional information about specific service calls.
- Attach technician, property or unit notes to a work order.
- Search for existing work orders.
- Automatically carry over unfinished work orders to the next day.
- Access a technician's record, status, pager numbers and more.
- Bill multiple work orders on one invoice.
- Invoice work orders on the fly.

### Service Management Modules

- Service Management (core application)
- Service Agreement/Preventive Maintenance
- Service Inventory
- Service Messaging
- Service Purchasing



▲ Easily track costs and be confident that your properties are maintained, while keeping the most demanding tenants satisfied.

## REPORTING AND PRODUCTIVITY TOOLS

Cut through the clutter with Document Management, an electronic document classification, storage, retrieval, and routing system that runs directly from Sage Timberline Office Desktop. 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.

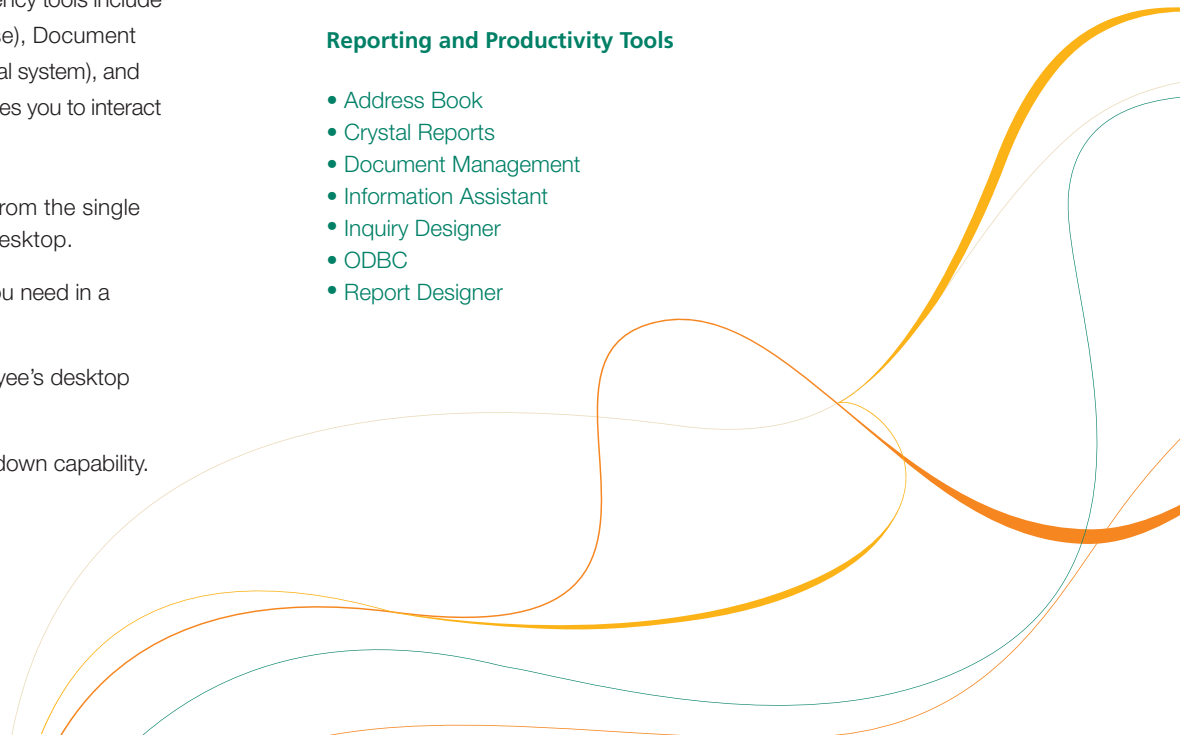
Want access to accounting data without having to actually use the Accounting and Project Management applications? Get access to online inquiries and reports with Information Assistant, a tool that puts reports and inquiries in front of everyone that needs them. Other efficiency tools include Address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

- Initiate tasks and review mission-critical information from the single screen of the customizable Sage Timberline Office Desktop.
- Use Inquiry Designer to drill down to the information you need in a customizable format.
- Provide accounting reports and inquiries to any employee's desktop with Information Assistant.
- Customize hundreds of reports and inquiries with drill-down capability.

- Use Crystal Reports design tools to create presentation-quality reports.
- Easily exchange information between Sage Timberline Office software and other commonly used programs with ODBC.
- Manage all vendor and customer contacts in one central location with Address Book.
- Scan and classify documents using a number of options such as document type, job number or property.

### 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](http://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.



“Sage Timberline Office has all the right features so we can focus on managing properties.” Bill McInturf, Seldin Co.

## 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](http://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.



“There were lots of other products on the market, but none of them had the full interface integration as Sage Timberline Office did.” Accountant John DeFazio

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



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