

Celebrating 25 years!

2011 User's Group Meetings

Bid more. Run leaner.



Construction Software & Services



February 3-5, 2011

February 17-19, 2011

Houston, Texas



What to Expect

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Event Highlights

- Over 700 attendees expected
- 6 Conference Tracks
- Over 70 individual classes and discussion groups
- New all-day event for IT
- Vote on new product features
- Test-drive other HCSS products
- Network with HCSS staff & product developers
- Product roundtables
- Product demonstrations

Who Should Attend?

- Presidents/Owners
- Company Executives
- CFOs/Controllers
- Chief Estimators
- Estimators
- Equipment Managers
- Dispatchers
- Project Managers
- Payroll Personnel
- Superintendents
- IT & Computer Support
- Any HCSS user
- Any Supervisor or Manager in your company

See Immediate Results. Get Immediate Payback.

Our goals for the 2011 HCSS User’s Group Meetings are for attendees to see immediate results from the classes they attend and to get immediate payback from their HCSS software.

At the User’s Group Meeting, you’ll learn how to:

Bid More Work in Less Time

Classes on automating your biditem codebook and quote system help you virtually eliminate estimate setup time. Learn about all the new features we have added over the past few years to perfect your bid day procedures. Discuss with others how their best practices are increasing efficiency and productivity, allowing them to bid more work in less time.

Keep Your Jobs on Budget, Despite Tighter Margins

If you don’t use **HeavyJob** to collect and analyze your field data, consider sending someone to help determine why you should use it. With tighter margins comes a smaller margin for error.

If you do use **HeavyJob**, learn how to take it to the next level and see what the company down the street may be using that you should be too.

Invest in Your Employees

The HCSS User’s Group Meeting is unlike anything else – it is more than just software training. The classes, discussions, networking, and best practice exposure make this the best employee development tool around!

Be On the Leading Edge

Efficient companies with streamlined, computerized processes will have a competitive advantage that brings true value in any market. Why shouldn’t that be your company?

Take Your IT Environment to the Next Level

Creating an IT environment that keeps your business operating at all times and simplifies your network maintenance, all while being affordable, can be a daunting task. For the first time ever, we have an IT field trip that devotes a full day on Friday to showing you options that can reduce IT headaches and cost by taking your network’s speed, security, availability, reliability and ability to operate in emergencies to a whole new level.

The classes and hotel rooms fill up fast, so make plans now to attend in 2011!

From the President



For 2011, HCSS is celebrating our 25th year in business. We started in 1986 with our estimating software and became a multi-product company in 1998 when we introduced HeavyJob field entry and job costing software. Today we have many products to help in the day-to-day running of construction businesses. In addition to HeavyBid and HeavyJob, we have Dispatching, Equipment Maintenance, Fuel Tracking, GPS, and Safety software.

This year our goal is to continue to better understand how your operations personnel do their jobs and provide software to make it easier, more efficient, and help them better understand their objectives. So far our software has been helping estimators, project managers, foremen, superintendents, equipment managers, mechanics, dispatchers, and safety managers perform their jobs more efficiently. It also helps reduce the workload for your payroll department and, new this year, we plan to help your IT department improve service while reducing cost.

By coming to the User's Group Meeting, you can take classes in any or all of our products, whether you own them or not, and talk to other customers about their experience with any of these products. You can also talk to any of the 110 HCSS employees, most of whom will be at the meetings on Thursday and Friday, and all of whom will be there Saturday.

We are still not expecting 2011 to be a very good year for construction, so once again our focus for the meeting is on providing classes that concentrate on giving you immediate payback to reduce your costs and improve your productivity. Companies that are doing well should be putting infrastructure in place to be more efficient when the recession is over.

Most companies are having to bid more work with fewer estimators and our goal is to help you get faster at it and yet still have good control over the quality of your estimates. Most jobs will continue to be won with low margin, so we want to make sure that you catch problems as early as possible and become more efficient handling the paperwork.

Every year, even advanced customers tell us they learned a handful of new features that more than pay for their trip here. Study the classes and see if there are topics that could save your company many times the cost of the meeting.

We look forward to seeing you at the meeting!

Mike Rydin,
President/CEO
HCSS

P.S. We suggest that you send two people to the meeting and have them share a hotel room to reduce expenses. With two people they can cover more classes and then talk to each other about what they learned.

2010 Attendees

The number in parenthesis represents the number of attendees from that company. Bold indicates Advisory Board member.

A. E. Stone, Inc. (1).....NJ
 Achen-Gardner Engineering, LLC (4).....AZ
 Aggregate Industries (3).....MA
 AIC LLC (1).....AK
 Alberici Constructors (2).....MO
 Allen Contracting, Inc. (3).....OK
 Amico Infrastructures (2).....ON
 Anchor Construction Corporation (5).....DC
APAC, Inc. (17).AL, AR, GA, KS, MO, MS, NC, OK, SC, TX
 Apollo, Inc. (4).....WA
 ARB, Inc. (3).....CA
 Argenio Bros., Inc. (1).....NY
 Atkinson Construction Company (5)...CO, WA
Atlas Excavating, Inc. (4).....IN
 Baker Concrete Construction, Inc. (3).....NM
 Balfour Beatty Infrastructure, Inc. (1).....TX
 Ballenger Construction (2).....TX
 Bear Contracting, LLC (1).....WV
 Berger Excavating Contractors, Inc. (3).....IL
 Blake D. Hines, Inc. (3).....LA
 Blakeslee Arpaia Chapman, Inc. (3).....CT
 Blythe Construction, Inc. (1).....NC
Boh Bros Construction Co., Inc. (10).....LA
 Bove Industries, Inc. (2).....NY
 Bradshaw Construction Corporation (5)...MD
 Branch Highways, Inc. (1).....VA
 Brandt Construction Company (2).....IL
 Brayman Construction Corp. (3).....PA
 Bruce & Merrilees Electric Company (2)....PA
 Byrne & Jones Construction (1).....MO
C.W. Matthews Contracting Co. (4).....GA
 C.W. Roberts Contracting, Inc. (6).....FL
 California State University (1).....CA
 Carolina Bridge Company, Inc. (2).....SC
 Cecil D. Gassiott Contractor (1).....LA
 Central Paving, Inc. (2).....ID
 Ceres Environmental Services (3).....MN
CH2MHILL (18).....CO, FL, GA
 Charah, Inc. (2).....KY
 Charles Vrana & Sons (2).....NE
 Cianbro Corporation (1).....ME
 Coastal Bridge Company, Inc. (4).....LA
 Colaska, Inc. (3).....AK
 Colautti Construction Ltd. (2).....ON
 Cold Spring Construction Company (5).....NY
 Comanco Environmental Corporation (4) ..FL

Comanco Equipment Corporation (1).....FL
 Constructors, Inc. (4).....NM
 Cook Paving & Construction Company (4) OH
 COPCAN Contracting, Ltd. (4).....BC
 Cornejo & Sons, Inc. (2).....KS
 Cravens Partners, Ltd. (2).....TX
 CRL Campbell Const. & Drainage, Ltd. (2).ON
 Cycle Construction Co., LLC (1).....LA
 D.H. Griffin Infrastructure, LLC (2).....NC
 Delta Asphalt of Missouri, Inc. (1).....MO
 Diamond B Construction Co. LLC (2).....LA
 Difazio Industries, Inc. (4).....NY
 Dixie Construction Company, Inc. (3).....MD
 Duit Construction Co., Inc. (2).....OK
 Dunn Construction, Inc. (2).....AL
Durr Heavy Construction, LLC (13).....LA
 Dyer Construction Company, Inc. (1).....IN
 E.V. Williams, Inc. (2).....VA
 Eagle Bridge Company (3).....OH
 Earle Asphalt Company (1).....NJ
 Ed Bell Construction Co. (8).....TX
 Edward Kraemer & Sons, Inc. (2).....CO, WI
 Elder Corporation (1).....IA
 Exclusive Paving (1).....AK
 F & K Construction, Inc. (1).....IN
 F.G. Sullivan, Jr. Contractor (2).....LA
 Fann Contracting, Inc. (1).....AZ
 Faulconer Construction Co., Inc (2).....NC
 FCI Constructors (NorthernDiv) (2).....CA
 Ferrovia Agroman US Corp. (4).....TX
 Fiore & Sons, Inc. (3).....CO
 Fischer Excavating, Inc. (3).....IL
 Fisher Sand & Gravel Company (1).....AZ
 Flatiron Construction Corp. (3).....CO
Ford Construction Company, Inc. (3).....CA
 Forde Construction Company (3).....TX
Fred Weber, Inc. (5).....MO
 GA & FC Wagman, Inc. (1).....PA
 Gale Lim Construction (3).....ID
 Geneva Construction Company (3).....IL
 Geneva Rock Products, Inc. (1).....UT
 George Harms Construction Co. (1).....NJ
 George J. Igel & Co., Inc. (5).....OH
Glenn O. Hawbaker, Inc. (1).....PA
 GLF Construction Corporation (1).....FL
 Glover Construction (3).....OK
 Gohmann Asphalt & Construction, Inc. (3).IN
 Goodfellow Bros., Inc. (1).....WA
 Gould Construction, Inc. (1).....CO
Granite Construction, Inc. (5)....CA, TX, WA
Graniterock/Pavex Division (2).....CA
 Gregori Construction & Eng., Inc. (3).....PA
 Gunther Construction Company (1).....IL

Hamilton Construction Company (1).....OR
 Hawaiian Dredging Const Co Inc (1).....HI
 Haydon Building Corp. (2).....AZ
 Highway Technologies, Inc. (12).....AZ, CO, IL, MN, OR, TX
 Howell Contractors, Inc. (2).....KY
 HRI, Inc. (4).....PA
 HSR, Inc. (2).....CA
 Hubbard Construction Company (3).....FL
 Hutchens Construction Co. (2).....MO
 IA Construction Corporation (3).....PA
 Illinois Civil Contractors, Inc. (1).....IL
 IMCO General Construction, Inc. (5).....WA
Independence Excavating, Inc. (6).....OH
 IOC, LLC (3).....TX
 Iowa Bridge & Culvert (1).....IA
 J. F. White Contracting Co. (1).....MA
 J. Pettiecord, Inc. (1).....IA
 J.F. Brennan Company, Inc. (3).....WI
 J.M. Marschuetz Construction (1).....MO
 James Construction Group, LLC (4).....LA
 James White Construction Co. (2).....WV
 Jimmy Clack (1).....TX
 JLB Contracting LLC (2).....TX
 John Carlo, Inc. (2).....MI
 John Gulisek Construction Company (2)PA
 Jones Bros. Dirt & Paving Contractors (3)..TX
 Joseph B. Fay Company (4).....MD, PA
 Jr. Davis Construction (4).....FL
 JWright Development, LLC (1).....UT
 K & E Excavating, Inc. (3).....OR
 Kelchner, Inc. (2).....OH
 Kenny Construction Company (1).....IL
 Key Construction Co., Inc. (4).....VA
 Kilroy, L.L.C. (1).....WY
 Kinsley Construction (1).....PA
Knife River Corporation (2).....ND
 Koch Skanska, Inc. (6).....NJ
Kokosing Construction Company (5)OH
 Korte & Luitjohan Contractors, Inc. (1).....IL
 KRC-Southern Idaho Division (5).....ID
Lane Const. Corp (13).....CT, FL, MA, TX
 Ledcor CMI Ltd. (5).....BC
 Lien Transportation Company (5).....SD
 Lind-Exco, Inc. (2).....SD
 Linestar Services, Inc. (2).....TX
 Longview Bridge & Road, Ltd. (1).....TX
 Los Angeles Engineering, Inc. (1).....CA
 Manhattan Road & Bridge (2).....AR, OK
 Manson Construction Co. (9).....FL, WA
 Marricco Construction Co. (1).....PA
 Martin Brothers Construction (7).....CA
 MAS Building & Bridge, Inc. (1).....MA
 Mascaro Construction Co. L.P. (2).....PA

Mason Construction Ltd. (4)TX
 McAllen Construction Co., Inc. (5)TX
 McAlvain Excavation (2)ID
 McCarthy Building Sys. Inc. (1)IA
 McCoy Grading, Inc. (2)GA
 McGarvin-Moberly Construction (1) WY
 McLean Contracting Company (4)MD
 MCM Corporation (5)FL
 Meridian Engineering Company (1)AZ
MGE Underground (5)CA
 Michels Corporation (4)WI
 Midlands Contracting Inc. (1)NE
 Midwest Mole, Inc. (1)IN
 Milestone Contractors, L.P. (3)IN
 Miller Brothers Construction, Inc. (3) OH
 Moretrench Environmental Serv, Inc. (7)FL
 Mowat Construction Co. (2)WA
 Mugrose Construction, Inc. (1)NJ
 N.B. West Contracting Company (2)MO
 Nathan Contracting, L.P. (2) PA
 New Alliance Ltd. (3) ON
 New Enterprise Stone & Lime Co., Inc. (5). PA
 Nicholson Construction Company (7).. PA, UT
 Northeast Remsco Construction (1)NJ
 Nuna Logistics Limited (1)AB
 O.C. Jones & Sons, Inc. (1) CA
 Oftedal Construction, Inc. (2)MT
 P. Gioioso & Sons, Inc. (1)MA
 Pacific Excavation, Inc. (2)OR
 Palmetto Grading & Drainage, Inc. (3)SC
 Parisi Construction Co., Inc. (1)WI
 Parsons Services Company (5)HI, WA
 Paul's Paving & Excavating (2)DE
 Pennsy Supply, Inc. (4) PA
 Pepper Contracting Services, Inc. (4)FL
 Pierson Construction Corporation (3)AZ
Posillico Civil, Inc. (3) NY
 Prince Contracting, LLC (4)FL
 Proven Management (2) CA
 Quality Asphalt Paving (2)AK
 Quality Enterprises USA, Inc. (2) VA
 R.E. Monks Construction Co LLC (2)AZ
 R.E. Pierson Construction Co. (2)NJ
 R.G. Griffith, Inc. (1) VA
 R.J. Zavoral & Sons, Inc. (2) MN
 Rea Contracting, LLC (5)NC
Reece Albert, Inc. (4)TX
 Reicon Group, LLC (2)NY
 Richard F. Kline, Inc. (4)MD
 Rifenburg Construction, Inc. (3)NY
 Riverside Contracting (1)IN
 RTD-Fast Tracks (2)CO
 S.A. Healy Company, Inc. (1) NV
 S.M. Hentges & Son, Inc. (3) MN

S.T. Wooten Corporation (4)NC
 Schiavone Construction Co. (1)NJ
 Shelly & Sands, Inc. (2) OH
 Sigfusson Northern (3)MB
Silver Star Construction Co. (4) OK
Skanska USA Civil (1)CA
 Slack & Co. Contracting, Inc. (1) TX
 Sloan Construction (1)SC
 Snyder Environmental Services, Inc. (3).. WV
 Southern Illinois Asphalt (2)IL
 Southwest Concrete Paving Company (1).. AZ
SPS New England, Inc. (1) MA
 Stacy & Witbeck, Inc. (4) CA
 Stark Excavating, Inc. (4)IL
 STG, Inc. (1)AK
 Stone Valley Construction (2) PA
 Summers-Taylor, Inc. (3)TN
 Sunroc Corporation (1)UT
 Super Excavators, Inc. (3)WI
 Swank Associated Companies, Inc. (2) PA
T+ C Contracting, Inc. (1) KY
 T. J. Campbell Construction (1) OK
 T.J. Lambrecht Construction (1)IL
 Tapani Underground (1)WA
 TC Construction Company, Inc. (2)CA
 TCW Construction, Inc. (2)NE
 Texas Sterling Construction Co., Inc. (2) TX
 The Allen Company, Inc. (3)KY
 The Beaver Excavating Co. (1) OH
 The Dutra Group (4) CA
 The Kassouf Company (2) OH
 The Middlesex Corporation (1)MA
 TLM Constructors, Inc. (1)CO
 Trader Construction Company (2)NC
 TransCanada PipeLines Limited (4)AB
 Triad Engineering & Cont. Co. Inc (3) OH
 Tri-State Construction, Inc. (2)WA
 Trucco Construction Co., Inc. (1) OH
Trumbull Corporation (15)PA
 TTC Construction, LLC. (1)WA
 Tutor-Saliba Corporation (1)CA
 Ulland Brothers, Inc. (3) MN
 V. C. Huff LLC. (1) TX
 Van Kirk Sand & Gravel (3)NE
 Verdeterre Contracting (1) MI
 W & L Construction, Inc. (6) VA
W.W. Clyde & Company (4) UT
 Walter Toebe Construction Co. (3) MI
 Watts Constructors, LLC (10)CA, HI, WA
 Weaver-Bailey Contractors, Inc. (7)AR
 Weeks Marine, Inc. (8) TX
 Westway Construction, Inc. (3)WA
 Yerba Buena Eng. & Construction, Inc. (1).CA

2010 Advisory Board Members

APAC, Inc.

John Voss

Atlas Excavating

Casey Dillon

Boh Bros. Const. Co.

Barry Esquivel

C.W. Matthews Contracting Co.

Jeff Roginsky

CH2M Hill

Denny Stoddard

Durr Construction

Freddy Yoder

Ford Construction Company, Inc.

Nick Jones

Fred Weber, Inc.

Bill Vondera

Glenn O. Hawbaker, Inc.

Monty Claar

Granite Construction

Mike Williams

Granite Rock (Pavex)

Paul Cianciarulo

Independence Excavating

Chuck Gillamardo

Knife River

Sherry Tschosik

Kokosing Construction Co., Inc.

Brad Bowers

Lane Construction Corp.

Tom Larson

MGE Underground

Michaeljoe Goldstein

Posillico Civil, Inc.

Mike Trotta

Reece Albert, Inc.

Greg Jackson

S.T. Wooten Corporation

Greg Nelson

Silver Star Construction

Craig Parker

Skanska

Chad Mathes

SPS New England

Tom Browne

T + C Contracting

Scott Thornberry

Trumbull Corp.

Bill Woodford

W.W. Clyde & Co.

Clark Prothero

Meeting Agenda

Wednesday (Optional)

5:00 pm - 7:00 pm Registration

Thursday

8:00 am - 11:30 am Registration
 9:00 am - 10:15 am Pre-Conference Classes*, Session A
 10:15 am - 10:30 am Break
 10:30 am - 11:45 am Pre-Conference Classes*, Session B
 12:00 pm - 1:15 pm Kickoff Lunch
 1:30 pm - 2:45 pm Classes, Session 1
 2:45 pm - 3:00 pm Break
 3:00 pm - 4:15 pm Classes, Session 2
 5:00 pm - 7:00 pm Welcome Reception
 6:00 pm - 7:00 pm Honoree Reception, **Invitation only**

* These pre-conference classes are repeated at other times, allowing you to attend more classes at no additional cost.

Friday

8:00 am - 9:00 am Breakfast
 9:00 am - 10:15 am Classes, Session 3
 10:15 am - 10:30 am Break
 10:30 am - 11:45 am Classes, Session 4
 11:45 am - 12:45 pm Lunch
 12:45 pm - 2:00 pm Classes, Session 5
 2:00 pm - 2:15 pm Break
 2:15 pm - 3:30 pm Classes, Session 6
 3:30 pm - 3:45 pm Break
 3:45 pm - 5:00 pm Classes, Session 7
 5:30 pm - 7:30 pm Coaches' Corner
 7:35 pm - 10:00 pm Houston Aeros' Hockey Game **(Feb. 4th Only)**

Saturday

7:00 am - 8:00 am Breakfast
 8:00 am - 12:00 pm **HeavyBid** User's Meeting
 8:00 am - 12:00 pm HCSS Product Demos Each Hour
 12:00 pm - 1:00 pm Lunch
 1:00 pm - 4:30 pm **HeavyJob** User's Meeting
 1:00 pm - 4:00 pm HCSS Product Demos Each Hour
 6:30 pm - 7:00 pm Reception
 7:00 pm - 8:00 pm Dinner
 8:00 pm - 11:00 pm HCSS 25th Anniversary Party: Back to the Future



See page 12 for a complete list of classes for each session.

IT Field Trip

Our goal for 2011 is to help IT personnel leave our User's Group Meeting with direct experience and a clearer understanding of the new technologies available so that you can get more for your IT dollars and make common-sense decisions that will help your business right away.

We have created a full-day field trip on Friday devoted to showing you options that can reduce IT costs and headaches by taking your network's speed, security, availability, reliability and ability to operate in emergencies to a whole new level.

We'll start the day by taking a bus to tour a hosting facility and discuss how off-site replication and un-managed hosting options work. Next, we'll continue to the HCSS campus to learn about inexpensive emergency and disaster recovery options, get hands-on with new technologies available for online backups and data recovery, and see exactly how cloud services work and what they can do for you and your business.

Don't miss out on this unique opportunity to get your hands around a number of subjects in a short amount of time!

Friday IT Schedule

8:00 am – 8:30 am	Breakfast
8:30 am	Shuttle Departs from Hilton Americas-Houston
9:15 am – 10:45 am	IT Field Trip: Tour a Managed Hosting Facility
11:00 am	Shuttle Departs to HCSS Campus
11:30 am – 12:15 pm	Lunch HCSS Campus
12:15 pm – 1:30 pm	IT Field Trip: Preparing for Emergencies and Disaster Recovery Scenarios
1:30 pm – 1:45 pm	Break
1:45 pm – 3:00 pm	IT Field Trip: Driving Application Delivery, Consistency, and Redundancy by Using the Cloud
3:00 pm – 3:15 pm	Break
3:15 pm – 4:30 pm	IT Field Trip: Using Replication, Backups, & Recovery to Provide Data Redundancy
4:45 pm	Shuttle Departs to Hilton Americas-Houston
5:30 pm – 7:30 pm	Coaches' Corner



We've experienced natural disasters first-hand and were able to stay up and running to support our customers.



The HCSS campus, built in August 2009.

Class Descriptions

Computer Information

We recommend that you bring your own laptop computer for the training. By bringing your own computer, you will be able to test-drive the pre-release versions of **HeavyBid**, **HeavyJob**, and **The Dispatcher** before you give your feedback on Saturday. Since many computer bags look alike, make sure to have proper identification on your bag.

Internet is generally not free; however, there will be a free hotspot in the hotel and the convention center.



What All of Your Estimators Must Know About HeavyBid

Thursday	9:00 am – 10:15 am
Friday	10:30 am – 11:45 am

- What data is estimate-specific and what is system-wide
- Where to change data rapidly and save lots of time
- Understanding which preferences affect just you and which affect everybody
- Understand which changes affect only the current cost item vs changing an entire bid
- Know what is being backed up with backups, when to do them, and all about restoring
- Using the Estimate Review to catch potential errors
- Various ways to audit changes in your estimate
- What happens when I run the bid summary and when should I run it?
- What reports must I absolutely look at and what should I be looking for?

Features that Chief Estimators Can Use to Manage HeavyBid

Thursday	3:00 pm – 4:15 pm
Friday	9:00 am – 10:15 am

- Where to keep track of versions/addendums of an estimate
- Comparing different versions of the same estimate against each other to find changes
- Managing your list of historical estimates so reference material can be found easily
- Flagging activities so that you know what you have and haven't reviewed
- Using color and text formatting to easily identify the major items in a bid
- Tracking changes in your bid and who/when the change happened
- Reviewing system options for security and passwords
- Monitoring multiple estimates for cost changes on bid day

Ways to Find Possible Errors in Your Estimate

Thursday	10:30 am – 11:45 am
Friday	9:00 am – 10:15 am

- Looking for possible errors in your estimate, such as:
 - Missed taxes
 - Items still plugged
 - Surprises in burden and overtime
 - Zero costs and prices
 - Items bid for less than cost
 - Inconsistent units
 - Inconsistent crews
 - Treatment of Bid/Takeoff Quantities
 - Lump sum items that got copied
- Quickly navigate to problematic items in an estimate to correct any mistakes.
- Printing and viewing reports that highlight things to check

Advanced Ways to Adjust Equipment Rates in Your Estimate

Thursday	3:00 pm – 4:15 pm
Friday	12:45 pm – 2:00 pm

- Ways to finely tune equipment ownership or rental costs.
- Scaling back operating costs while maintaining ownership costs when equipment is not being used the whole time on site.
- Accounting for equipment having extensive mobilization costs.
- Using the purchase and salvage method for some equipment
- Costing compound pieces of equipment

Avoid Time-Consuming Entry by Using the Different Copy Options

Friday	10:30 am – 11:45 am
Friday	2:15 pm – 3:30 pm

- Copying estimate data from other estimates into the current one
- Using “library” estimates to copy massive amounts of estimate data
- Copying setup data such as labor rates
- Using filtering to quickly find estimates to copy from
- Quickly copying biditems and activities within the current estimate
- Copying/Merging partial estimates from stand-alones to the network
- Making an exact copy of an estimate for alternates/versions/budgets
- Copying new codes from the current estimate into system data

Conforming the Estimate and Creating a Job Budget

Thursday	10:30 am – 11:45 am
Friday	3:45 pm – 5:00 pm

- Preparing budgets intentionally to get better quantity and cost reporting
- Handling indirect costs to make them more easily tracked
- How to recode and/or combine items to facilitate job tracking.
- Pulling costs such as overtime, fuel, burden, and taxes from your bid for easier tracking.
- What to do with spreads such as holding accounts
- Issues with bid/takeoff differences
- Electronically sending budgets to HeavyJob and your accounting system

Control Your Solicitation Activity with Our Invitation to Bid Module

Thursday	9:00 am – 10:15 am
Friday	10:30 am – 11:45 am

- How to do a one-time set up of vendors that makes each solicitation cycle much faster
- Creating various template letters to reduce typing
- If desired, how to specify the items you are requesting to be quoted
- How to push addendum notices to vendors you have already solicited
- How to record all communications related to solicitations
- Create printed communication logs that can be submitted for good faith efforts.

Cost Spreading Techniques to Reduce Entry

Thursday	10:30 am – 11:45 am
Friday	2:15 pm – 3:30 pm

- How to work up costs for batch plants and spread them to where the result is used
- How to work up unit costs for anything to be used throughout the estimate
- Spreading the costs of compound pieces of equipment such as barges
- Using indirect costs for general spreads and targeted spreads
- Using add-ons and other automatic calculations to derive indirect costs
- Overriding computer generated spread amounts
- Understanding reporting when spreads have been used
- Considerations for exporting to accounting when spreads have been used

Creating Quick, Attractive, and Accurate Bid Proposals

Thursday	3:00 pm – 4:15 pm
Friday	2:15 pm – 3:30 pm

- Creating pre-formatted proposal templates once for use in all your bids
- Including your own company logo on bid proposals
- Printing a proposal for multiple primes at once.
- Handling subtotals, alternates, A + B bids
- Making proposals that show/hide individual prices, quantities, totals, etc.
- Creating proposals in Word and/or Excel to match an owner's specified format

Efficiently Closing the Bid on Bid Day

Thursday	9:00 am – 10:15 am
Friday	3:45 pm – 5:00 pm

- Overview of the bid summary and quote management
- Making sure you meet your minority goals or good faith effort
- Bid/takeoff quantity differences and pricing strategies
- Auditing changes from various review points
- Checking for potential errors
- Freezing prices and using "closing" accounts to absorb last-minute changes
- Dealing with caps on mob, sales tax, contingency, and rounding
- Configuring the system to show custom key decision-making indicators
- Quickly double-check and then submit printed or electronic bids

HeavyBid 101 Training - A

Thursday	9:00 am – 4:15 pm
Friday	9:00 am – 2:00 pm

- A two day immersion class for estimators not very familiar with HeavyBid
- How HeavyBid organizes an estimate to make the process easy to follow
- Understand what data is stored system-wide vs estimate-specific
- Saving time by using "master" (template) estimates
- How resources are structured and used
- Basic cost entry methods
- Spreading indirect costs and computing markup
- Reviewing your estimate
- Overview of closing out a bid including quote management

This is the same class as HeavyBid 101 Training - B, except that it starts Thursday morning and ends with enough time on Friday to take two more advanced classes.

HeavyBid 101 Training - B

Thursday	1:30 pm – 4:15 pm
Friday	9:00 am – 5:00 pm

- A two day immersion class for estimators not very familiar with HeavyBid
- How HeavyBid organizes an estimate to make the process easy to follow
- Understand what data is stored system-wide vs estimate-specific
- Saving time by using "master" (template) estimates
- How resources are structured and used
- Basic cost entry methods
- Spreading indirect costs and computing markup
- Reviewing your estimate
- Overview of closing out a bid including quote management

This is the same class as HeavyBid 101 Training - A, except that it starts Thursday afternoon and ends Friday at 5:00 pm.

HeavyBid 102 Training

Thursday	1:30 pm – 4:15 pm
Friday	9:00 am – 5:00 pm

- Faster-moving version of HeavyBid 101
- For those with some HeavyBid background or great computer skills
- Covers all material from HeavyBid 101, plus:
 - Advanced cost spreading techniques
 - Creating and using custom calculation routines
 - Codebook structures for better time-saving automation
 - Better understanding of quote management and bid day procedures

How to Quickly Change Anything in Your Estimate

Thursday	1:30 pm – 2:45 pm
Friday	12:45 pm – 2:00 pm

- Fast ways to change a lot of data at once including:
 - Labor rates, labor burdens, equipment rates, materials, calendars, crews, productions, summary groupings, markups, tax, escalation, overtime, etc.

Improving Flexibility with Excel Imports, Exports, and Linking

Thursday	10:30 am – 11:45 am
Friday	12:45 pm – 2:00 pm

- What kind of data that you can import into HeavyBid if you can get it into Excel
- When you can save time by exporting to Excel, making changes, and importing
- Customizing grids and sending them directly to Excel as a simple report writer
- Using Excel takeoff sheets to get and maintain quantities in HeavyBid
- Overview of using Excel for custom HeavyBid calculations
- Pre-formatting Excel templates to quickly print custom proposals on bid day

Keeping Track of Material Activity in HeavyBid

Friday	9:00 am – 10:15 am
Friday	3:45 pm – 5:00 pm

- How to code materials/subs to get the reporting that you want
- The various places to change material/sub costs & the consequences
- How to deal with waste
- How to know whether or not your rates are still plugs
- How to find inconsistencies in materials costs and units of measure
- Pricing your major materials/subs in the quote system
- Understanding the capabilities for material reporting
- Writing purchase orders / subcontract agreements from HeavyBid

Methods of Setting Equipment Rates and Using Them in the Estimate

Thursday	1:30 pm – 2:45 pm
Friday	10:30 am – 11:45 am

- Breaking equipment costs down by components that can be quickly adjusted
- How to apply factors such as fuel prices to quickly re-calculate the entire estimate
- How the arithmetic in computing equipment prices works
- How to designate an equipment as using fixed cost/hour rates
- Considerations in calculating ownership costs
- Fast ways to make last minute changes to your equipment costs

Methods to Analyze and Select Vendors in the Quote System

Thursday	10:30 am – 11:45 am
Thursday	3:00 pm – 4:15 pm
Friday	3:45 pm – 5:00 pm

- Use of plugs to check your quotes
- Differences in analyzing subs vs materials
- Awarding work one-item at a time or for a package
- Comparing quotes for subs who quote on multiple packages
- Creating “What If” scenarios to best meet minority requirements
- Quickly entering and tracking last minute changes
- Consequences of non-additive items on quotes and vendor selections
- The changes in your estimate that affect quote management
- Creating purchase orders and subcontracts from HeavyBid

Quickly Build Estimates with Well-Organized Codebooks

Thursday	10:30 am – 11:45 am
Thursday	3:00 pm – 4:15 pm

- Create standard items of work that can create one or multiple tasks at once
- Estimating private work faster with pre-built pick-lists of tasks
- Make sure the easy time-saving DOT subcontract items are setup
- Make sure your DOT imports at least partially build your cost estimate
- Benefits of standardizing activity codes with crews, materials, and productions
- Setting up coding to make exporting to accounting faster
- Define quote folders to reduce time setting up for taking quotes

Save Time by Embedding Custom Spreadsheets in Your Estimates

Thursday	9:00 am – 10:15 am
Friday	10:30 am – 11:45 am

- How to use spreadsheets to make custom calculation templates in HeavyBid
- Using your existing Excel spreadsheets as custom calculation templates
- Creating spreadsheet calculations on-the-fly for something unusual or new
- Copying your own custom calculations within an estimate
- Formatting the spreadsheets so they look good on reports
- How to use spreadsheet cells to drive data in HeavyBid
- Sending your spreadsheet calculations to HeavyJob
- When to link to Excel takeoff data vs using custom spreadsheet calculations

Setting Up HeavyBid to Rapidly Take and Analyze Quotes

Thursday	9:00 am – 10:15 am
Thursday	1:30 pm – 2:45 pm
Friday	2:15 pm – 3:30 pm

- How to setup HeavyBid to manage the quote process as quickly as possible
- Using automated tools to shorten the time it takes to get ready for quotes
- Fast ways to enter items into the estimate that will be quoted on
- How to handle scope items
- Using quote packages to make comparisons easier
- Taking and comparing quotes
- Dealing with last-minute changes and cuts
- Fully understand how changes move between the estimate and quote system

Stay in Control with Our New, Faster, Centralized Escalation Routine

Friday	3:45 pm – 5:00 pm
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- Make sure jobs over a year take into account escalation
- Escalate by general cost types and/or specific resources
- Quickly schedule your work so escalation is calculated where the cost truly occurs
- How to handle escalation for items you are taking quotes on
- How to handle escalation in labor contracts
- Reviewing escalation cost in your estimate

Using Alternates to Arrive at the Best Possible Bid

Thursday	1:30 pm – 2:45 pm
Friday	2:15 pm – 3:30 pm

- Creating work comparison alternates, pricing options & owner alternates
- Making packages so that you can quickly switch back and forth during the bid.
- Quickly evaluate cost and price differences between packages.
- Ways to present alternates as a bid proposal option to an owner
- Manage the spreading of indirect cost to alternate items

Using the Bid Summary to Develop Realistic Unit Costs

Thursday	1:30 pm – 2:45 pm
Friday	12:45 pm – 2:00 pm

- How the Bid Summary turns a cost estimate into a bid
- Calculating markup, bond, and extra “addons” to include in the bid
- Controlling how indirects, markups, etc are spread to pay items
- Considerations for how to handle bid/takeoff quantity differences
- Knowing when the bid summary needs to be run and when it is overkill

Using the Quote System to Compare Your Work Against Subcontractors

Friday	9:00 am – 10:15 am
Friday	12:45 pm – 2:00 pm

- Quickly setting up a comparison mode whether you anticipated it early or not
- Adjusting the scope of sub quotes to include work you may have to do for them
- Understanding how to switch from a sub to your work and what is happening
- Seeing how your profit affects comparisons
- Making sure you know which you are using before the bid is submitted

TrackHJHeavyJob

What Every Foremen/Superintendent Should Be Doing with HeavyJob

Thursday	9:00 am – 10:15 am
Friday	9:00 am – 10:15 am
Friday	2:15 pm – 3:30 pm

- Items that anybody can be doing successfully in the field
- Ensure that your foremen are at least 50% faster than they were with paperwork
- Quickly filling out time cards that account for ALL employee and equipment hours
- Capture diary notes, photographs, documents, and forms from people who can't type well
- Considerations for tracking quantities effectively
- Recording safety meetings with almost no additional effort
- Bookmarking important data for easy future retrieval
- Helping your foremen see how they are doing everyday against the plan

Conforming the Estimate and Creating a Job Budget

Thursday	10:30 am – 11:45 am
Friday	3:45 pm – 5:00 pm

- Preparing budgets intentionally to get better quantity and cost reporting
- Handling indirect costs to make them more easily tracked
- How to recode and/or combine items to facilitate job tracking.
- Pulling costs such as overtime, fuel, burden, and taxes from your bid for easier tracking.
- What to do with spreads such as holding accounts
- Issues with bid/takeoff differences

Class Schedule

HeavyBid

Thursday

Pre-Conference* 9:00 am - 10:15 am *Optional	HeavyBid 101 Training - A page 9			Setting Up HeavyBid to Rapidly Take and Analyze Quotes page 11	What All of Your Estimators Must Know About HeavyBid page 8	Save Time by Embedding Custom Spreadsheets in Your Estimates page 10	Control Your Solicitation Activity with Our Invitation to Bid Module page 9	Efficiently Closing the Bid on Bid Day page 9	
Pre-Conference* 10:30 am - 11:45 am *Optional				Methods to Analyze and Select Vendors in the Quote System page 10	Conforming the Estimate and Creating a Job Budget page 8	Improving Flexibility with Excel Imports, Exports, and Linking page 10	Ways to Find Possible Errors in Your Estimate page 8	Quickly Build Estimates with Well-Organized Codebooks page 10	Cost Spreading Techniques to Reduce Entry page 9
12:00 pm - 1:00 pm Lunch & Meeting Kickoff									
1:30 pm - 2:45 pm	HeavyBid 101 Training - A page 9 continued	HeavyBid 101 Training - B page 9	HeavyBid 102 Training page 9	Setting Up HeavyBid to Rapidly Take and Analyze Quotes page 11	How to Quickly Change Anything in Your Estimate page 10	Using Alternates to Arrive at the Best Possible Bid page 11		Using the Bid Summary to Develop Realistic Unit Costs page 11	Methods of Setting Equipment Rates and Using Them in the Estimate page 10
3:00 pm - 4:15 pm				Methods to Analyze and Select Vendors in the Quote System page 10	Features that Chief Estimators Can Use to Manage HeavyBid page 8		Creating Quick, Attractive, and Accurate Bid Proposals page 9	Quickly Build Estimates with Well-Organized Codebooks page 10	Advanced Ways to Adjust Equipment Rates in Your Estimate page 8

Friday

9:00 am - 10:15 am	HeavyBid 101 Training - A page 9 continued	HeavyBid 101 Training - B page 9 continued	HeavyBid 102 Training page 9 continued	Using the Quote System to Compare Your Work Against Subcontractors page 11	Features that Chief Estimators Can Use to Manage HeavyBid page 8		Ways to Find Possible Errors in Your Estimate page 8		Keeping Track of Material Activity in HeavyBid page 10
10:30 am - 11:45 am					What All of Your Estimators Must Know About HeavyBid page 8	Save Time by Embedding Custom Spreadsheets in Your Estimates page 10	Control Your Solicitation Activity with Our Invitation to Bid Module page 9	Avoid Time-Consuming Entry by Using the Different Copy Options page 8	Methods of Setting Equipment Rates and Using Them in the Estimate page 10
11:45 am - 12:45 pm Lunch									
12:45 pm - 2:00 pm		HeavyBid 101 Training - B page 9 continued	HeavyBid 102 Training page 9 continued	Using the Quote System to Compare Your Work Against Subcontractors page 11	How to Quickly Change Anything in Your Estimate page 10	Improving Flexibility with Excel Imports, Exports, and Linking page 10		Using the Bid Summary to Develop Realistic Unit Costs page 11	Advanced Ways to Adjust Equipment Rates in Your Estimate page 8
2:15 pm - 3:30 pm				Setting Up HeavyBid to Rapidly Take and Analyze Quotes page 11		Using Alternates to Arrive at the Best Possible Bid page 11	Creating Quick, Attractive, and Accurate Bid Proposals page 9	Avoid Time-Consuming Entry by Using the Different Copy Options page 8	Cost Spreading Techniques to Reduce Entry page 9
3:45 pm - 5:00 pm				Methods to Analyze and Select Vendors in the Quote System page 10	Conforming the Estimate and Creating a Job Budget page 8	Stay in Control with Our New, Faster, Centralized Escalation Routine page 11		Efficiently Closing the Bid on Bid Day page 9	Keeping Track of Material Activity in HeavyBid page 10

HeavyJob				Equipment		Executive	IT	Intro to HCSS	Thursday
Using HeavyJob to Substantiate Claims and Extra Work page 15		Track More Data More Quickly - Advanced Daily Field Entry page 14	What Every Foreman/Superintendent Should Be Doing with HeavyJob page 11	Beyond Basics - Taking The Dispatcher to the Next Level page 15			Configuring Data Transmission over Networks in HCSS Products page 18	HeavyBid Demo page 19	pre-Conference 9:00 am - 10:15 am *Optional
Conforming the Estimate and Creating a Job Budget page 11	Managing HeavyJob Processes Efficiently page 14	Reviewing and Correcting Data Faster and Easier page 14	Realistic Planning and Forecasting page 14	Take a Bite Out of Your Trucking Costs page 16	Using Equipment360 to Efficiently Manage Your Fleet Maintenance page 16	What Executives Need to Know About HeavyJob page 17	Data Transfer Options between HCSS and Accounting Systems page 18	HeavyBid: Learn the Differences between Basic, Advanced and Comprehensive page 19	pre-Conference 10:30 am - 11:45 am *Optional
Lunch & Meeting Kickoff									12:00 pm - 1:00 pm
System Settings and Coding Structures for Your HeavyJob Administrator page 14	The Human Side of Introducing HeavyJob to Your Foremen page 14	Efficiently Track Trucks, Materials, and Subs page 14		The Dispatcher/VectrGPS User's Group Meeting page 16		Options for Improving Your Safety Program with HCSS Software page 16	How to Use Active Directory for Single Sign-On with HCSS page 18	HeavyJob Demo page 19	1:30 pm - 2:45 pm
Using HeavyJob to Substantiate Claims and Extra Work page 15	Connected and Disconnected Models of Field Entry page 14		Payroll Export Time Savers to Use Every Pay Cycle page 14		Equipment360/FuelerPlus User's Group Meeting page 15	How to Avoid Getting Fleeced on IT Purchases page 17	Stay on Top of HCSS Update Procedures page 18	The HCSS Safety Application Demo page 19	3:00 pm - 4:15 pm
Friday									
Using the Pay Estimate to Track Billings and Sub Payments page 15	The Human Side of Introducing HeavyJob to Your Foremen page 14	Track More Data More Quickly - Advanced Daily Field Entry page 14	What Every Foreman/Superintendent Should Be Doing with HeavyJob page 11	Beyond Basics - Taking The Dispatcher to the Next Level page 15	Using Equipment360 to Efficiently Manage Your Fleet Maintenance page 16	Using HCSS Software to Maximize Equipment Availability and Utilization page 17	IT Field Trip: Tour a Managed Hosting Facility page 18	Equipment 360/FuelerPlus Demo page 19	9:00 am - 10:15 am
System Settings and Coding Structures for Your HeavyJob Administrator page 14	Using HeavyJob to Stay on Top of Change Orders and T&M page 15	Reviewing and Correcting Data Faster and Easier page 14	Realistic Planning and Forecasting page 14	How to Improve Your Resource Utilization Using The Dispatcher page 16	Advanced Techniques for Automating Your Shop page 15	The Chief Estimator's Guide for HeavyBid page 17	IT Field Trip: Tour a Managed Hosting Facility page 18	HeavyBid Demo page 19	10:30 am - 11:45 am
Lunch									11:45 am - 12:45 pm
Using HeavyJob to Substantiate Claims and Extra Work page 15	Managing HeavyJob Processes Efficiently page 14	Efficiently Track Trucks, Materials, and Subs page 14	Payroll Export Time Savers to Use Every Pay Cycle page 14	Running Weekly Planning Meetings with The Dispatcher page 16	Control ALL of Your Fuel Transactions with FuelerPlus page 15	Quick, Thorough, and Effective Ways to Review Estimates page 17	IT Field Trip: Preparing for Emergencies and Disaster Recovery Scenarios page 18	HeavyBid: Learn the Differences between Basic, Advanced and Comprehensive page 19	12:45 pm - 2:00 pm
Using the Pay Estimate to Track Billings and Sub Payments page 15	Connected and Disconnected Models of Field Entry page 14	Track More Data More Quickly - Advanced Daily Field Entry page 14	What Every Foreman/Superintendent Should Be Doing with HeavyJob page 11	The Many Ways VectrGPS can Save You Substantial Money page 16	Advanced Techniques for Automating Your Shop page 15	Using Multiple HCSS Products to Improve Communication Across Your Company page 16	IT Field Trip: Driving Application Delivery, Consistency, and Redundancy by Using the Cloud page 18	The Dispatcher/GPS Demo page 19	2:15 pm - 3:30 pm
Conforming the Estimate and Creating a Job Budget page 11	Using HeavyJob to Stay on Top of Change Orders and T&M page 15	Reviewing and Correcting Data Faster and Easier page 14	Realistic Planning and Forecasting page 14	Take a Bite Out of Your Trucking Costs page 16	Control ALL of Your Fuel Transactions with FuelerPlus page 15	Innovative Ways to Use GPS and RFID in Your Company page 17	IT Field Trip: Using Replication, Backups, & Recovery to Provide Data Redundancy page 18	HeavyJob Demo page 19	3:45 pm - 5:00 pm

Connected and Disconnected Models of Field Entry

Thursday	3:00 pm – 4:15 pm
Friday	2:15 pm – 3:30 pm

- Efficiently use different models of field entry to maximize use of available licenses
- When to use which model and why
- Understanding the new direct field entry model that does not use a manager license
- Setting up user groups to manage your user security rights
- Integrating sign-ons with Active Directory to avoid having multiple passwords
- Utilize cloud services to free up IT and access HeavyJob from anywhere
- Using touchscreen devices such as the iPad and Tablet PC.

Efficiently Track Trucks, Materials, and Subs

Thursday	1:30 pm – 2:45 pm
Friday	12:45 pm – 2:00 pm

- Shortcuts to quickly enter truck tickets to capture their cost
- Using load counts as a shortcut to calculate production/haul quantities
- Help your foremen easily enter materials associated with production
- Using P.O.s to quickly enter material quantities received
- How to record subcontract activity

Managing HeavyJob Processes Efficiently

Thursday	10:30 am – 11:45 am
Friday	12:45 pm – 2:00 pm

- How to make changes that affect multiple jobs
- Transferring data from the network system to the disconnected field systems
- How to automatically update disconnected field systems
- Avoiding double entry getting data from your accounting system into HeavyJob
- Using batch processes to automate recurring daily work

Payroll Export Time Savers to Use Every Pay Cycle

Thursday	3:00 pm – 4:15 pm
Friday	12:45 pm – 2:00 pm

- How data moves electronically from HeavyJob to your accounting system
- How the setup options control which hours are sent to accounting
- Verifying employee/equipment hours without having to call any foremen
- Quickly find foremen who have not submitted time
- How the approval process works and who should be doing it
- Notify foreman of missing and rejected time cards via text messages from HeavyJob
- How to be confident that there are no errors before exporting to payroll
- How to make corrections/changes after payroll is processed

Realistic Planning and Forecasting

Thursday	10:30 am – 11:45 am
Friday	10:30 am – 11:45 am
Friday	3:45 pm – 5:00 pm

- Create “what if” scenarios in the field to plan ahead
- Communicating plans/forecast between field and office
- Forecasting the cost of finishing your work
- Changing field budgets based off the revised cost to complete forecast
- Customizing your own cost to complete reports

Reviewing and Correcting Data Faster and Easier

Thursday	10:30 am – 11:45 am
Friday	10:30 am – 11:45 am
Friday	3:45 pm – 5:00 pm

- Create a multi-level approval process
- Efficiently approve/reject time cards
- See where you stand at all times in the approval process
- Help the foremen catch errors before they send in their data
- Build your own menu to perform daily tasks for all your jobs
- Quickly review and reconcile production quantities
- How to easily replace codes from a temporary to a permanent one
- Re-calculate costs when you have rate changes

System Settings and Coding Structures for Your HeavyJob Administrator

Thursday	1:30 pm – 2:45 pm
Friday	10:30 am – 11:45 am

- Ways to make it easier for your foremen to find their relevant cost codes
- Understanding setup options that help track special information for certain jobs
- How HeavyJob coding relates to your accounting codes
- User preferences versus System preferences
- Using security features to protect data
- Tracking material transactions better by using vendors and purchase orders

The Human Side of Introducing HeavyJob to Your Foremen

Thursday	1:30 pm – 2:45 pm
Friday	9:00 am – 10:15 am

- Effectively introduce HeavyJob to field personnel to get their buy in
- Learn training methods that will give users a positive experience
- How to present HeavyJob as a valuable tool, not just extra work

Track More Data More Quickly - Advanced Daily Field Entry

Thursday	9:00 am – 10:15 am
Friday	9:00 am – 10:15 am
Friday	2:15 pm – 3:30 pm

- How to handle overtime, shift work, absence, standby time, etc
- Recording progress quantities on cost codes by section
- How to handle employees with multiple rate classifications
- How to handle per diem, subsistence, and other labor pay add-ons
- Track breaks, meter readings and fuel

- Cross-checking equipment hours with GPS and labor hours with time clock systems
- Shortcuts to enter time for people/crews who go to multiple jobs per day

Using HeavyJob to Stay on Top of Change Orders and T&M

Friday	10:30 am - 11:45 am
Friday	3:45 pm - 5:00 pm

- New this year - Substantially changed features that you can use now
- Fast way to identify and document potential changes to the job
- Track potential changes and look for new revenue opportunities
- Turn potential changes into formal change orders or T&M work
- Stay on top of change items statuses
- Creating budget and revenue items that incorporate both costs and revenue
- How to track change order revenue in the Pay Estimate Summary
- Manage T&M work, print bills, and export directly into systems such as NiceTouch (CA)

Using HeavyJob to Substantiate Claims and Extra Work

Thursday	9:00 am - 10:15 am
Thursday	3:00 pm - 4:15 pm
Friday	12:45 pm - 2:00 pm

- How to tag cost codes to quickly identify extra work items
- Use electronic forms as part of an effort to become paperless
- When necessary, capture signatures electronically
- Managing and notating digital photos and documents including GPS camera functionality
- Search through mountains of electronic data and create reports in seconds
- How to show the history of changes with audit trails

Using the Pay Estimate to Track Billings and Sub Payments

Friday	9:00 am - 10:15 am
Friday	2:15 pm - 3:30 pm

- How pay items can be automatically created
- Setting up flexible billing periods
- How to use field-reported quantities to drive the pay quantities
- How to use the Pay Estimate Summary for quantity negotiations
- How to handle stored materials and change orders
- Preparing and revising invoices and tracking payments
- Tracking and reconciling subcontractor progress quantities
- Tracking subcontractor bills and payments

Track
EQ

Equipment

Advanced Techniques for Automating Your Shop

Thursday	10:30 am - 11:45 am
Friday	2:15 pm - 3:30 pm

- How using maintenance templates can save hours of setup time
- Simplify the collection of meter readings from the field
- Control part inventories using purchasing and receiving
- Store your equipment documents in Equipment360's electronic filing cabinet
- Reduce redundant entry by integrating with accounting and paperless environments
- Make better decisions with custom reports, charts and graphs

Beyond Basics - Taking The Dispatcher to the Next Level

Thursday	9:00 am - 10:15 am
Friday	9:00 am - 10:15 am

- Learn how to use The Dispatcher to implement small tool accountability.
- Using Inventory tracking to keep up with trench boxes, road plates and barricades.
- Keep up with employee skills and certifications
- Communicate daily schedule information easily with batch reporting

Control ALL of Your Fuel Transactions with FuelerPlus

Friday	10:30 am - 11:45 am
Friday	3:45 pm - 5:00 pm

- How FuelerPlus mobile can replace your pencil and paper fuel sheet
- Track the entire fuel cycle (bulk purchases, transfers, at the pump, etc) in your company
- Use our customized import/ export routines to gather fuel transactions from a variety of third party sources (Gasboy, Fuelman, Wright Express, Phoenix Fuel Systems, etc.)
- Electronically export all fluid transactions to accounting
- Using the Quick Reports to easily create custom pivot table style reports, charts and graphs
- Collect fuel consumption statistics for individual pieces of equipment or organized by equipment type
- Track non-fuel fluids (grease, oil, etc.)
- Send actual fuel consumption statistics to HeavyBid

Equipment360/FuelerPlus User's Group Meeting

Thursday	3:00 pm - 4:15 pm
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- Discuss Equipment360 and FuelerPlus with your peers and HCSS management.
- See what's on the horizon
- Steer the direction of the products for the next year
- Tell us how we can help you run your business more efficiently

How to Improve Your Resource Utilization Using The Dispatcher

Friday 10:30 am – 11:45 am

- Create long term look-aheads
- Get utilization data out of The Dispatcher as well as from HeavyJob and VectrGPS
- Reduce rentals charges by tracking off rent days with statuses
- Make smart moves based on the closest and least used resource.
- Use exception reporting from HeavyJob to find under-reported equipment
- Use daily dispatch to pre-populate time cards and shift times

Running Weekly Planning Meetings with The Dispatcher

Friday 12:45 pm – 2:00 pm

- Use drag and drop scheduling instead of paper and spreadsheets
- See how to instantly catch conflicts and resolve them on the spot
- Learn how to pull in resource loaded activities directly from HeavyBid
- Account for delays and changes with just a few clicks
- Feed planning information directly into your mobilization schedule
- Using The Dispatcher as a company calendar

Take a Bite Out of Your Trucking Costs

Thursday 10:30 am – 11:45 am
Friday 3:45 pm – 5:00 pm

- Using GPS based auditing to get substantial savings in trucking costs
- Choosing the most efficient truckers based on their actual reported performance
- See how The Dispatcher, HeavyJob, VectrGPS, RFID, and electronic tickets can all be used to save trucking costs
- Automate how you track and pay brokered trucks with electronic time slips
- Automatically send truck tickets to HeavyJob and Accounting through VectrGPS

The Dispatcher/VectrGPS User's Group Meeting

Thursday 1:30 pm – 2:45 pm

- Discuss The Dispatcher and VectrGPS with your peers and HCSS management.
- See what's on the horizon
- Steer the direction of the products for the next year
- Tell us how we can help you run your business more efficiently

The Many Ways VectrGPS can Save You Substantial Money

Friday 2:15 pm – 3:30 pm

- Monitor real-time production on your trucking based operations
- Use VectrGPS to report equipment hours directly onto a Foreman's timecard
- Collect equipment data more efficiently than the manual methods used today
- Curb theft and loss by always knowing where equipment is located
- Get alerts when equipment is started at an unexpected hour
- Using GPS-reported hours, mileage, and locations to accurately drive PM schedules in The Dispatcher or Equipment360

Using Equipment360 to Efficiently Manage Your Fleet Maintenance

Thursday 10:30 am – 11:45 am
Friday 9:00 am – 10:15 am

- Using work orders to efficiently plan your work
- Assign your work to the right people
- Collect parts, sublet labor, notes and time
- Figure out the real costs of maintaining your equipment
- Make better buy/sell decisions by using the equipment service history

Track
EX

Executive

Using Multiple HCSS Products to Improve Communication Across Your Company

Friday 2:15 pm – 3:30 pm

- Understanding the issues and costs of various integrations
- Understand what can be integrated between HCSS apps and other systems such as accounting and scheduling.
- Not merely theoretical: sample integrations will be shown
- Integration considerations:
 - What is involved in getting something integrated?
 - What is reasonable to be done in parallel
 - Realistic time frames to expect
 - Rough costs associated with various integrations
 - What HCSS can do to help

Options for Improving Your Safety Program with HCSS Software

Thursday 1:30 pm – 2:45 pm

- Track your entire company safety program with our new Safety Application
- Record job conditions, safety meeting attendance, inspections, and incidents electronically
- Have any safety document in your company history at your fingertips
- Instant access to both your everyday OSHA logs and annual

OSHA compliance reports

- Easily find employees with current skills/licenses/certifications & get alerts before they expire and cause you problems
- Simplify field entry time while getting the right safety information to the job
- Keep the equipment/dispatching department in the loop with equipment safety issues
- Get immediate alerting when any incident happens on any of your jobs

Innovative Ways to Use GPS and RFID in Your Company

Friday 3:45 pm - 5:00 pm

- Automating your process for brokered trucking
- Giving foremen equipment GPS hours to cross-check their timecard hours every day
- Using RFID to clock employees in and out of the job site
- Getting alerts when vehicles are not where they should be
- Getting cost effective telematics from your fueler
- Using inexpensive satellite boxes for all your conex boxes and trailers
- Reporting unauthorized equipment use directly to your email inbox

How to Avoid Getting Fleeced on IT Purchases

Thursday 3:00 pm - 4:15 pm

- Understand different acronyms you will likely hear in IT discussions
- Discuss which technologies are basically equivalent
- Learn about general technology pricing strategies and pricing ranges
- Discuss new technologies: which are mature and which are too early?
- Examine the marketing focus of larger tech companies so you can be prepared to understand what you are likely to get pitched on soon

Quick, Thorough, and Effective Ways to Review Estimates

Friday 12:45 pm - 2:00 pm

- The most important reports for catching potential errors
- Looking for potential errors with the Estimate Review feature
- How to track changes after a major bid review
- Understanding how complex quotes got translated into the Quote System
- Various ways to control access as the bid progresses
- Understanding how electronic bidding works including addendums
- Setting up alternates for quick analysis on bid day

The Chief Estimator's Guide for HeavyBid

Friday 10:30 am - 11:45 am

- Concepts that a Chief Estimator needs to know about HeavyBid
- We'll be giving out the draft of our new Chief Estimator's guide
- Clarifies complicated and confusing subjects where ignorance can cause errors

- The most likely places to look for potential errors
- Factors that can have a huge impact on your estimate
- Items that can save the most amount of time building every estimate
- Staying on top of bids as you are forced to bid on more projects in less time

Using HCSS Software to Maximize Equipment Availability and Utilization

Friday 9:00 am - 10:15 am

- Making better rental decisions with easily accessible information
- Switching most repair work from reactive to preventative without impacting production
- Accessing long-range equipment schedules while estimating
- Learn how easy it can be to get meter readings and fuel usage for your fleet
- Improving utilization analysis with or without GPS
- Easily find under-reported and mis-reported equipment

What Executives Need to Know About HeavyJob

Thursday 10:30 am - 11:45 am

- Understand important baseline issues, such as:
 - Using actual vs estimated rates
 - How you handle overtime and it's effect on cost reporting
 - Tracking time events for equipment such as standby
 - Tracking time events for employees such as tardiness or training
 - How the budget conforming process can make easier-to-track budgets
 - How HeavyJob relates/communicates with Accounting systems
- See what you might consider to start tracking that is easy and cost-effective
- Review big-picture technical options such as:
 - Using HeavyJob in either Internet-connected or disconnected mode
 - Any potential value in using handheld or ruggedized computers
 - HCSS options on the cloud

Track

IT

IT

Configuring Data Transmission over Networks in HCSS Products

Thursday 9:00 am – 10:15 am

- Learn how HCSS products transmit data over the network
- Configuring your network for optimal HCSS data transmission
- Understanding FTP & HTTP protocols used for HCSS data transmission
- How to setup an FTP server for HCSS use
- How to configure HCSS services that use HTTP on your network

Data Transfer Options between HCSS and Accounting Systems

Thursday 10:30 am – 11:45 am

- How we use ETL (Extract, Transform, Load) technology to tightly integrate with other systems
- Learn what the Data Integration Studio is and how it helps get setup files from accounting
- Understand extensive batch integrations capable and how they save considerable time
 - Budgets, Material lists and Purchase Orders from HeavyBid
 - Labor hours, Equipment usage, and Material receipts from HeavyJob
 - Fuel transactions from FuelerPlus
 - Maintenance work orders from Equipment360
 - Equipment hours and locations from The Dispatcher

How to Use Active Directory for Single Sign-On with HCSS

Thursday 1:30 pm – 2:45 pm

- Understand security concepts behind our products
- Learn about security groups within our products
- Quickly set up SSO for the people already using our apps at your company
- How the HCSS security groups interact with AD in your network
- What to do when you need to add a new user or remove access to our apps

Stay on Top of HCSS Update Procedures

Thursday 3:00 pm – 4:15 pm

- Discuss the typical release schedules of all HCSS software
- Understand the structure and update procedures of all HCSS software
- The fastest way to do updates when you have large amounts of data
- Techniques to preview updates before you apply them
- Determining if you need to apply the latest update
- See how network drives affect the update process
- Learn about some of the new automatic update options
- Find out what HCSS is doing to simplify the update process and make updates easier

IT Field Trip: Tour a Managed Hosting Facility

Friday 8:30 am – 11:00 am

- Gain the understanding of how a data center functions and how it can impact your business
- Experience the facility first-hand with experts in the industry that can provide insight to the benefits of a data center
- See how TW Telecom's data center features industry specific safe-guards such as:
 - Secure access
 - Redundant power supplies
 - A climate-controlled environment
 - Fire detection and prevention systems
- Multiple space options, including open racks, lockable cabinets, and caged floor space
- Learn how a data center can function as a business partner rather than just a building facility

IT Field Trip: Preparing for Emergencies and Disaster Recovery Scenarios

Friday 12:15 pm – 1:30 pm

- Planning based on your company's needs rather than a trying to do everything
- Strategies to qualify scenarios and the likelihood/severity of each one
- Cost options when evaluating the time required to make the transition into emergency mode
- Automatic DR benefits of using hosted solutions as everyday, normal access
- Less expensive off-site data storage, replication and office space options to consider

IT Field Trip: Driving Application Delivery, Consistency, and Redundancy by Using the Cloud

Friday 1:45 pm – 3:00 pm

- Learn what the HCSS Cloud is and actually try it
- Compare the HCSS Cloud's performance and accessibility to your current environment
- Examine the technical foundation of delivering our apps through the terminal session
- Automated backups, data protection techniques, and simple access methods
- Discuss how the HCSS Cloud can be used as part of your emergency plan

IT Field Trip: Using Replication, Backups, & Recovery to Provide Data Redundancy

Friday 3:15 pm - 4:30 pm

- Organizing the massive amount of data on your network to make it manageable
- Determining the frequency to run back ups for both current and archived files
- Designing your backup sets so they can be recovered quickly
- Examine traditional tape backups as well as new internet-based backup solutions
- The pros and cons of data replication and considerations when implementing
- Replicating to managed or un-managed servers at collocation facilities
- Performing emergency simulations to ensure data backups are good

Track
IN

Intro to HCSS

Equipment 360/FuelerPlus Demo

Friday 9:00 am - 10:15 am

- For anyone who wants a high-level overview of Equipment360 Equipment Maintenance Software and FuelerPlus Fuel Management Software
- Learn how to streamline your shop processes so you can maintain your equipment and get better performance in the field.
- See how Equipment360 collects your data and shares it electronically with HeavyBid, The Dispatcher, and your accounting software.
- Learn how to identify equipment with rising maintenance costs so you can make informed decisions on whether to maintain or sell it.
- See how with FuelerPlus you can track the amount of fuel and other fluids being dispensed into your equipment and how the information flows into other HCSS applications and your accounting software.

HeavyBid Demo

Thursday 9:00 am - 10:15 am
Friday 10:30 am - 11:45 am

- For non-HeavyBid Users who want to find out if HeavyBid can help them bid more work in less time.
- A high-level overview focusing on:
 - Ways to quickly build estimates
 - Analyze estimates for accuracy and integrity
 - Make changes quickly
 - Examine alternatives
 - Manage quotes
 - And stay in control on bid day

HeavyBid: Learn the Differences between Basic, Advanced and Comprehensive

Thursday 10:30 am - 11:45 am
Friday 12:45 pm - 2:00 pm

- Higher levels of HeavyBid provide value in 4 major areas; productivity, integration, administration, and data analysis
- Each higher level contains new features and benefits
- See if the feature differences in higher levels of HeavyBid deliver value to your company
- See why many union companies use HeavyBid Comprehensive
- Learn why larger companies use the Advanced and Comprehensive version of HeavyBid

HeavyJob Demo

Thursday 1:30 pm - 2:45 pm
Friday 3:45 pm - 5:00 pm

- For anyone who wants a high-level overview of HeavyJob Job Management Software
- Learn how HeavyJob can help a company stay profitable when competition is driving down profit margins.
- See a lean business process in which time card and other field data is collected, reviewed, and approved, all without double entry.
- See how this data delivers timely and accurate job data to decision makers throughout the organization.

The HCSS Safety Application Demo

Thursday 3:00 pm - 4:15 pm

- Learn how the HCSS Safety Application is one central location that houses all your safety tools to protect your employees on the job every day.
- See how it gives you the tools to forecast accidents before they happen, allowing you to be proactive instead of reactive.
- Automatically complete and store OSHA 300 and 300A forms electronically, saving countless man-hours.

The Dispatcher/GPS Demo

Friday 2:15 pm - 3:30 pm

- See what makes The Dispatcher the most advanced resource management tool in the industry.
- Learn how The Dispatcher shows superintendents where every employee is, helps project managers plan their work effectively, and assists dispatchers by providing field employees with what they need, when they need it.
- See how VECTR GPS can help you increase your trucking production by identifying bottlenecks and inefficiencies, increase utilization by identifying idle equipment, and help curb theft.

Entertainment

Welcome Reception

Thursday 5:00 pm - 7:00 pm

Join us for some drinks, enjoy some appetizers, and mix and mingle with HCSS employees and other attendees.

Honoree Reception

Thursday 6:00 pm - 7:00 pm (Invitation Only)

Attendees who have attended 4 or more HCSS User's Group Meetings are welcome to join us for our Honoree Reception.

Coaches' Corner

Friday 5:30 pm - 7:30 pm

You'll have the opportunity to sit down in an informal session with HCSS staff to discuss any thoughts or questions you may have regarding HCSS products. They'll have their laptops ready to tackle any question!

Houston Aeros Hockey Game

Friday 7:35 pm - 10:00 pm (Feb 4th only)

During the February User's Group Meeting, join us in supporting the Houston Aeros (AHL) as they take to the ice against the Texas Stars (AHL) at the Toyota Center. The Toyota Center is located directly across the street from the Hilton Americas-Houston Hotel. Tickets are \$30 per person and are not included in the registration fee.

BACK TO THE FUTURE CELEBRATION

HCSS turns 25 this year and we're planning a HUGE celebration!

Saturday 6:30 pm - 11:00 pm

Don't miss out on our biggest bash yet! We'll take you Back to the Future to 1986, when Atari, boom boxes, and Trivial Pursuit were all the rage. And since the 80's are best known for the music scene, the award-winning band, Molly & the Ringwalds, will rock out with top hits by Queen, Michael Jackson, Bon Jovi, Van Halen, AC/DC, Guns 'N Roses, and more.

There will also be karaoke, "Company" Feud, a DOS vs Windows estimating competition, casino tables, and a few surprises, too.

Don't forget your 80's threads—acid washed jeans, rock n' roll t-shirts, and sunglasses!



Spouse Program

Spouse Program

As an attendee of the HCSS User's Group Meetings, you are welcome to bring your spouse for a special spouse program that is only \$375. Our special program will keep them entertained throughout the weekend. They'll also be able to join you for the nightly events and meals.

Fee includes: Thursday Lunch, Relax & Unwind at Avalon Massage & Bodyworks, Welcome Reception, Friday Cooking Class, Painting with a Twist, Coaches' Corner, Saturday Breakfast, Lunch, & Dinner, & Back to the Future Celebration.

Relax and Unwind at Avalon Massage & Bodyworks

The Avalon Special Blend Treatment includes 30 minutes of their Express Facial, with cleansing and exfoliation to nourish the skin, and 30 minutes of your choice of massage pressure on the neck, shoulder or back.

Well Done Cooking Class

Come learn how to make some great brunches to entertain friends.

In this class you'll prepare and sample:

- Eggs Benedict with Yummy Chipotle Hollandaise
- Creme Brulee French Toast with Drunken Strawberries
- Delicious Brunch Pizza with Scrambled Eggs
- Baked Cheese Grits

Mimosas and coffee will be served.

Painting with a Twist

Do you wish you could create a beautiful masterpiece? Now you can! Join us for an afternoon of creativity and camaraderie. An instructor will guide you through each step of creating the featured picture, and you'll have painlessly painted a piece of art before you know it. It's a little bit of paint, a little wine and a whole lot of fun! Just make sure to wear comfortable clothes you don't mind getting a little paint on. Aprons will be provided if needed.



You can select from any of these colors, and make them darker or lighter, for the background of your painting.

Cost \$375

Spouse Program Schedule

Thursday

12:00 pm	Lunch
1:00 pm	Depart for Avalon Spa
1:30 pm - 3:00 pm	Spa Treatments at Avalon Spa
3:00 pm	Depart for Hilton
5:00 pm - 7:00 pm	Welcome Reception

Friday

8:00 am	Breakfast
9:00 am	Depart for Cooking Class
9:45 am - 12:30 pm	Cooking Class & Brunch
12:30 pm	Depart for Painting with a Twist
4:00 pm	Depart for Hilton
5:30 pm - 7:30 pm	Coaches' Corner

Saturday

7:00 am - 8:00 am	Breakfast
12:00 pm - 1:00 pm	Lunch
6:30 pm - 7:00 pm	Reception
7:00 pm - 8:00 pm	Dinner
8:00 pm - 11:00 pm	Back to the Future Celebration

"The program was lovely and full of variety. It was a great way to meet other ladies and to always have a familiar face in the crowd to connect with."

Sandy Browne

Wife of Tom Browne with SPS New England

Travel Info

Hilton Americas-Houston

1600 Lamar
Houston, TX 77010
(800) 236-2905

Connected to the George R. Brown Convention Center, the Hilton Americas-Houston hotel is the largest hotel in Houston and is within walking distance of the city’s major sports and entertainment venues. These include the Toyota Center (home of the NBA Houston Rockets and the AHL Houston Aeros) and Minute Maid Park (home of the MLB Houston Astros). During your free time, you can enjoy Discovery Green, Houston’s newest 12-acre entertainment park, or relax at the Skyline Spa & Health Club with views of the downtown Houston skyline from the 23rd floor.



Hotel Amenities

- Business Center
- Free Wireless on lobby level
- ATM
- Bar Area
- Beauty Salon
- Concierge
- Gift Shop
- News Stand
- Room Service
- Snack Shop
- Fitness Room
- Day Spa
- Pool
- Sauna

For reservations, call (800) 236-2905 and reference HCSS or visit www.hcss.com/hilton

\$189/night* for a standard single room
\$209/night* for a standard double room

Meeting Date	Hotel Cutoff Date
February 3-5	January 3
February 17-19	January 17

*HCSS has blocked rooms for the meeting dates and only registrants are eligible for the special rates. To confirm a room assignment, the Hilton requires a first night’s guarantee, refundable up to 72 hours in advance of the arrival date, after which it is nonrefundable. Hilton will accept reservations on a first-come, first-serve basis; requests after the cutoff date will be accepted at the discretion of the hotel and upon availability at the regular room rate in effect at the time of reservation. All attendees are responsible for their own room, tax, and incidental charges.

Houston Airports

Houston George Bush Intercontinental Airport (IAH) - 25 miles to hotel

The following airlines offer service to George Bush Intercontinental Airport:

Air Canada	Northwest Airlines
American Airlines	United Airlines
Continental Airlines	US Airways
Delta Airlines	

For a complete list visit www.fly2houston.com/iahAirlines.

Houston Hobby Airport (HOU) - 12 miles to hotel

The following airlines offer service to Houston Hobby Airport:

AirTran	Frontier Airlines
American Airlines	JetBlue
Delta Airlines	Southwest Airlines

For a complete list visit www.fly2houston.com/houAirlines.



Airport Shuttle Info

SuperShuttle Shared-Ride Service

SuperShuttle now provides ground transportation services at George Bush Intercontinental and William P. Hobby airports.

For reservations or for more information call (713) 523-8888 or visit www.supershuttle.com

Six in the City - \$6 Anywhere Downtown

Introducing \$6 cab rides anywhere downtown! Now you have an easy option for getting around downtown without any of the hassles. Six in the City makes traveling within downtown a walk in the park.



Climate

The average daily high temperature for Houston in late January into February is 67°F, dropping to 48°F at night, but it's a good idea to check the weather forecast before you leave.

Dress

Business casual attire is perfect for attending classes. Some classrooms may be cooler than others, so you may need a light jacket.



Construction Software & Services

13151 W. Airport Blvd.
Sugar Land, TX 77478

Celebrating 25 yrs.!

We'll see you in Houston!

2011 User's Group Meetings

Bid more. Run leaner.

- * Bid more work in less time.
- * Keep your jobs on budget despite tighter margins.
- * Network with industry peers.
- * Be on the leading edge.

Feb. 3-5



Feb. 17-19



www.hcss.com



Register Today!