

Why should we attend?

"I was really blown away. It was the first conference I think I've attended where I can bring things back to improve my performance as well as others in our company."

Debbi Phipps, Payroll Manager
Goodfellow Bros., Inc.

"I learned things that I never knew the software could do, most importantly I learn how many things that the software can do to save me time and make the bidding process easier if implemented. "

Tim Yogerst, Project Manager
Super Western, Inc.

"I always learn something new. I especially like to hear how other users perform a certain function or task in HeavyBid."

Ray Zanon, Senior Estimator
EV Williams, Inc.

"Being a new HCSS user it revealed the enormous capabilities that I can utilize to improve my projects and performance. "

Marty Hoover, Estimator
Mountain Top Excavating, LLC

Getting the Most From Your Software

Come to the 2013 HCSS User's Groups Meetings to get the most out of your software investment. Learn both basic and advanced methods to improve your productivity and make your work easier. Come network with over 800 of your peers to share tips and best practices, and meet with our software teams in-person to get your toughest questions answered. Register today...many sessions will sell out quickly.

2012 Meeting Highlights:

- 809 attendees from 277 companies
- 96% said they benefited from attending the 2012 UGM
- 94% said there were enough classes to choose from to fit their interests
- 82% plan to return in 2013
- 69% of companies brought more than 1 attendee
- 26% companies brought 4 or more people

Make your work easier with two days of intensive classes.

We've jam-packed the meeting with 75 unique classes covering all of our software solutions, and we have specific tracks for estimating, job management, equipment, IT and executives. There's more classes than 1 person can attend so bring a colleague!



Get your tough questions answered by experts

Bring your questions to class, to the Coaches' Corner event, or to any of our other events. The entire HCSS staff of experts will be onsite and available to answer them to ensure you leave the meeting with the tools you need for a successful 2013.



Network with your industry peers to share tips and ideas

Join over 800 of your peers to find out how other companies run their operations or handle the same business problems that you face. You'll have plenty of chances to network at our discussion groups, receptions, lunches and 2013 UGM Party.



"Great way to learn about new features and network with other contractors on how they are solving problems."

Brian Geffe, Project Manager
The Mosser Group

Vote on new features

Help shape the future of HCSS products! On Saturday, we want to learn from you, and we'll be providing our product roadmaps and looking for valuable feedback from the audience. Many new features and enhancements have originated from these Saturday sessions, so don't miss it.



"Even after attending numerous user group meetings, I always find something helpful that makes me a better estimator/project manager."

Danny Albert, Office Project Manager
Boh Brothers Construction Company

Have a great time

We work hard during the day, so we can have fun at night. Join us for entertainment, free drinks, and chances to win free HCSS merchandise. We also offer a fun, optional Spouse Program for those that are interested.



"We always benefit from the UGM's. Along with getting to meet/visit with the staff in person, you get to have important input on things you would like to see in the program."

Carrie Sinclair, Estimator Assistant
Walter Toebe Construction Company

The classes and hotel rooms fill up fast, so make plans now to attend in 2013!

"Just because you have done the same things for years doesn't mean you can't find better ways to do them :-)"

Greg Jackson, Controller
Reece Albert Inc.

Agenda & Fees

Registration Fee: \$1,400 each

3-9 Registrants*: \$1,350 each

10+ Registrants*: \$1,300 each

Includes: Lunch, Classes, Welcome Reception & Coaches Corner, Friday Breakfast, Lunch & Dinner, College Game Day Tailgate, Saturday Breakfast & Lunch, and Saturday Meetings

*All attendees must register at the same time, be from the same company, and all be paid in full to qualify for the multi-person discount.

Early Bird:

Save \$150 each if registered by
12/21/12 for the Jan 31-Feb 2 meeting
1/4/13 for the Feb 21-23 meeting

Save \$75 each if registered by
1/11/13 for the Jan 31-Feb 2 meeting
1/25/13 for the Feb 21-23 meeting

Spouse Program: \$375 each

Includes Thursday Lunch, Welcome Reception, Friday Breakfast, Art Class & Wine Glass, Lunch and Wine Tasting at The Tasting Room, Friday Dinner & Tailgate Party, Saturday Breakfast & Lunch. See page 31 for details.

Wednesday

5:00 pm – 7:00 pm Registration

Thursday

7:00 am – 12:00 pm Registration
8:00 am – 8:45 am Opening Keynote
9:00 am – 10:15 am Classes*, Session 1
10:15 am – 10:30 am Break
10:30 am – 11:45 am Classes*, Session 2
11:45 am – 1:00 pm Lunch
1:00 pm – 2:15 pm Classes*, Session 3
2:15 pm – 2:30 pm Break
2:30 pm – 3:45 pm Classes*, Session 4
4:00 pm – 6:00 pm Welcome Reception & Coaches' Corner
5:30 pm – 6:00 pm Honoree Reception, **Invitation only**

Friday

7:30 am – 8:30 am Breakfast
8:30 am – 9:45 am Classes*, Session 5
9:45 am – 10:00 am Break
10:00 am – 11:15 am Classes*, Session 6
11:15 am – 12:30 pm Lunch
VectrGPS UGM (with lunch)
12:30 pm – 1:45 pm Classes*, Session 7
1:45 pm – 2:00 pm Break
2:00 pm – 3:15 pm Classes*, Session 8
3:15 pm – 3:30 pm Break
3:30 pm – 4:45 pm Classes*, Session 9
6:30 pm – 11:00 pm Reception, Dinner, & HCSS Tailgate Party

Saturday

7:00 am – 8:00 am Breakfast
8:00 am – 12:00 pm **HeavyBid** User's Meeting
9:00 am – 12:00 pm HCSS Product Demos Each Hour
One-on-One Support Sessions: **HeavyJob, The Dispatcher, VectrGPS, Equipment360, FuellerPlus, and the Safety Application**
12:00 pm – 1:00 pm Lunch
1:00 pm – 4:30 pm **HeavyJob** User's Meeting
1:00 pm – 4:30 pm One-on-One Support Sessions: **HeavyBid**
4:30 pm Adjourn

* Class descriptions begin on page 10



Royal Sonesta Hotel Houston

(formerly known as the InterContinental Hotel)
2222 West Loop South
Houston, TX 77027
(713) 627-7600

Royal Sonesta Houston offers upscale accommodations in a prime location. Located in the heart of Uptown Houston, it's just one block from world-class shopping, dining, and entertainment at The Galleria. The four-diamond hotel is just minutes from Downtown, the Texas Medical Center, and Reliant Stadium.



Reservations can only be made during registration.

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

Meeting Date	Hotel Cutoff Date
Jan 31-Feb 2	January 11
Feb 21-23	January 18

*HCSS has blocked rooms for the meeting dates and only registrants are eligible for the special rates. To confirm a room assignment, the Royal Sonesta requires a first night's guarantee, refundable up to 48 hours in advance of the arrival date, after which it is nonrefundable. All attendees are responsible for their own room, tax, and incidental charges.

Houston Airports

George Bush Intercontinental Airport (IAH) - 26 miles to hotel

The following airlines offer service to George Bush Intercontinental Airport:

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

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

Hobby Airport (HOU) - 12 miles to hotel

The following airlines offer service to Houston Hobby Airport:

- » AirTran
- » American Airlines
- » Delta Airlines
- » Frontier Airlines
- » JetBlue
- » Southwest Airlines

For a complete list visit www.fly2houston.com/

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

2012 Attendees

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

A. Servidone/B. Anthony (4)..... NJ, NY
A.P. Construction, Inc. (2)..... NJ
Achen-Gardner Construction (4)..... AZ
Aggregate Industries NER (1)..... MA
Allen Contracting, Inc. (4)..... OK
Allison Park Contractors, Inc. (4)..... PA
Ames Construction, Inc. (1)..... MN
Anchor Construction Corp (3)..... DC
Anselmi & DeCicco, Inc. (1)..... NJ
Anthony Allega Cement Contr., Inc. (3)..... OH
APAC, Inc. (6)..... KS, MO, NC
ARB, Inc. (4)..... CA
Atkinson Construction (4)..... WA
Atlas Excavating, Inc. (2)..... IN
AUI Contractors (2)..... TX
B&S Contracting, Inc. (2)..... VA
BA Dawson Blacktop, Ltd. (1)..... BC
Baker Concrete Construction, Inc. (3)..... FL
Ballenger Construction (1)..... TX
Ballou Pavement Solutions, Inc. (2)..... KS
Barrett Paving (1)..... NY
Bechtel Infrastructure (3)..... MD
Berger Excavating Contractors, Inc. (2)..... IL
Bergeron Land Development, Inc. (3)..... FL
Blythe Construction, Inc. (1)..... NC
Bobcat Contracting, LLC (2)..... TX
Boh Brothers Construction Co., Inc. (9)..... LA
Bond Bros., Inc. (2)..... MA
Brandt Construction Co (3)..... IL
Brayman Construction Corporation (3)..... PA
Brice, Inc. (2)..... AK
Bristol Construction Services (1)..... AK
Brix Paving Northwest, Inc. (1)..... OR
Bruce and Merriees Electric Co. (2)..... PA
Buesing Corp (2)..... AZ
Byrne and Jones Construction (5)..... MO
C & E Trenching, LLC (1)..... WA
C.C. Myers, Inc. (1)..... CA
C.W. Matthews Contracting Co. (6)..... GA
Cajun Constructors (7)..... LA
Caldwell Marine International, LLC (2)..... NJ
Carolina Bridge (2)..... SC
Cecil Perry Improvements, LLC (2)..... LA
CH2M HILL (5)..... CA, CO, GA, TX
Chris-Hill Construction Co., LLC (2)..... TN
Cianbro (2)..... ME
Circle, LLC (3)..... LA
Clark Construction (1)..... MD
Clark Foundations/Civil (2)..... MD
Cleveland Wrecking Company (5)..... CA, TX

Clyde Companies (11)..... UT

Coastal Bridge Company, Inc. (5)..... LA

Colas (4)..... CO, NJ

Colaska, Inc. (9)..... AK

Columbia Asphalt & Gravel, Inc. (1)..... WA

Comanco Environmental Corporation (8)..... FL

Commercial Construction, Inc. (2)..... NE

Concrete Placing Co., Inc. (3)..... ID

Construction Resources Mgmt, Inc. (4)..... WI

COP Construction (1)..... MT

Daniel O'Connell's Sons, Inc. (1)..... NH

David Mancini & Sons, Inc. (1)..... FL

DelHur Industries (2)..... TX

Delta Asphalt of Arkansas (1)..... AR

DeVere Construction Company, Inc. (4)..... MI

Diamond B Construction, LLC (1)..... LA

Dixie Construction Company, Inc. (3)..... MD

DNT Construction (3)..... TX

Dunnet Bay Construction (2)..... IL

Durr Heavy Construction, LLC (8)..... LA

E.R. Snell Contractor, Inc. (4)..... GA

E.S. Wagner Company (1)..... OH

Earle Asphalt Company (1)..... NJ

Ebsary Foundation Company (1)..... FL

Ed Bell Construction Co. (2)..... TX

Elder Corporation (4)..... IA

Emery Sapp & Sons (2)..... MO

English Construction Co., Inc. (2)..... VA

EV Williams, Inc. (3)..... VA

Evans Brothers, Inc. (1)..... CA

F & K Construction, Inc. (1)..... IN

Fann Contracting, Inc. (3)..... AZ

Ferroval Agroman US Corp (8)..... TX

Fiore & Sons, Inc. (2)..... CO

Flatiron Const. Corp. (13)..... CA, CO, UT

Fluor (3)..... SC

Forde Construction Company, Inc. (5)..... TX

Fred Weber, Inc. (3)..... MO

Fuqua Construction (1)..... TX

G.A. Blocker Grading Contractor, Inc. (2)..... IL

Gable Construction, Ltd. (1)..... BC

Gale Lim Construction (2)..... ID

George Harms Construction Co. (1)..... NJ

George J. Igel & Co., Inc. (5)..... OH

George Reed, Inc. (3)..... CA

Glenn O. Hawbaker (12)..... PA

Gohmann Asphalt & Const., Inc. (3)..... IN

Goodfellow Bros., Inc. (3)..... HI, WA

Granite Const., Inc. (6)..... AZ, CA, MD, NY

Graniterock / Pavex Construction (2)..... CA

Gregori Construction & Eng., Inc. (3)..... PA

Gunther Construction Company (3)..... IL

Hall Constructors (1)..... BC

Halme Construction (3)..... WA

Halverson Construction Co., Inc. (3)..... IL

Hansen Bros. Enterprises (1)..... CA

Haskell Corporation (3)..... WA

Hawaiian Dredging Const. Co., Inc. (1)..... HI

Haydon Building Corp (2)..... AZ

Herzog Contracting Corporation (3)..... MO

Hoban Equipment Ltd. (1)..... BC

Hoover Construction (1)..... MN

HRI, Inc (1)..... PA

HRP Construction, Inc. (1)..... IN

Hubbard Construction Company (2)..... FL

IA Construction Corporation (1)..... PA

IDEKER, INC. (2)..... MO

Illinois Civil Contractors, Inc (1)..... IL

Inland Pipe Rehabilitation (2)..... TX

IOC Company (5)..... TX

Iowa Bridge & Culvert, LC (2)..... IA, TX

J. Pettiecord, Inc. (2)..... IA

J.F. Brennan Company, Inc. (1)..... WI

J.F. Shea Construction, Inc. (7)..... CA, PA

J.H. Rudolph & Co., Inc. (3)..... IN

J&B Excavating, Inc. (1)..... UT

James Construction Group, LLC (8)..... LA, TX

JF White Contracting (7)..... MA

Jim Gold Professional Services (1)..... TX

Jim Smith Contracting Co., LLC (4)..... KY

JL Steel Reinforcing, LLC (1)..... TX

JLB Contracting (1)..... TX

John R Jurgensen Company (2)..... OH

Jones Bros. Dirt & Paving, Inc. (2)..... TX

Joseph B. Fay Company (3)..... PA

JW Payne (1)..... TX

Keeler Construction Co., Inc. (1)..... NY

Keeley & Sons Inc. (1)..... IL

Kenny Construction Company (1)..... IL

Kerr Contractors, Inc. (1)..... OR

Kiewit (2)..... NL

Kinsley Construction (1)..... PA

Knife River Corporation (2)..... MN, ND

Kokosing Construction Co., Inc. (4)..... OH

Kolb Grading, LLC (5)..... MO

Korte & Luitjohan Contractors, Inc. (2)..... IL

Ledcor CMI, Inc. (6)..... AZ, BC

LHC, Inc (1)..... MT

Lien Transportation Company (3)..... SD

Manhattan Road & Bridge (3)..... OK

Manson Construction Co. (10)..... CA, FL, LA

Martin Brothers Construction (2)..... CA

Mascaro Construction Co., L.P. (4)..... PA

Massillon Construction (2)..... OH

Max Jantz Excavating, LLC (3)..... KS

Maxwell Construction (2)..... IA

McAllen Construction, Inc. (4)..... TX

MCM (5)..... FL, TX

McMurry Ready Mix (1)..... WY

Meadow Valley (3)..... NV

MGE Underground (1)..... CA

Mid Illinois Concrete & Excavation, Inc. (1)..... IL

Midland Asphalt Materials, Inc. (1)..... NY

Miller Brothers Construction (4)..... OH

MJ Hughes Construction (1).....OR
Moffatt & Nichol Engineers (2)CA
Morano Brothers Corp (3).....NY
Moretrench Env. Services, Inc. (4)FL
Mosites Construction Company (1).....PA
Mountain Enterprises, Inc. (2).....KY
Mountain Top Excavating, LLC (2).....PA
Mowat Construction Company (1).....OR
Nesbitt Contracting Co., Inc. (2).....AZ
New Enterprise Stone & Lime Co., Inc. (4)PA
NTK Construction, Inc. (1).....CA
O.C. Jones & Sons, Inc. (2).....CA
Ofstedal Construction, Inc. (1).....MT
Okanagan Aggregates, Ltd. (2).....BC
Olthoff, Inc. (3).....IL
PCIRoads, LLC (2).....MN
PCL Civil Constructors, Inc. (2)FL
Pennsy Supply (2).....PA
Pepper Contracting Services, Inc. (4).....FL
Petillo, Inc. (4).....NJ
Phillips Companies (1)OH
Phylway Construction, LLC (3).....LA
Pipeline Utilities, Inc. (2).....NC
Plote Construction, Inc. (3)IL
Plum Contracting, Inc. (3).....PA
Posillico Civil, Inc. (7)NY
Price Construction, Inc. (1)TX
Prince Contracting, LLC (9).....FL, TX
Proform Concrete Services, Inc. (1)AB
ProVen (2).....CA
Prus Construction Company (2).....OH
Quality Excavation, Ltd. (1).....TX
R. L. Coolsaet Construction Co. (2)MI
R.K. Hall Construction, Ltd. (1).....TX
R.W. Dunteman (1).....IL
R&L Brosamer (2)CA
RE Monks Construction (6).....AZ, CO
Redline Pipeline, LLC (1)CO
Reece Albert, Inc. (3)TX
Reilly Construction Co., Inc. (5).....IA
Rifenburg Construction, Inc. (1).....NY
Riverside Contracting, Inc. (1).....MT
Rose Construction, Inc. (1)TN
Rummel Construction, Inc. (2).....AZ
S J Louis Construction (3).....MN
S.M. Hentges & Son, Inc. (3).....MN
S.T. Wooten Corporation (21).....NC
Salinas Construction (2)WA
Schiavone Construction Co., LLC (1).....NJ
Schwarz Paving Co., Inc. (2).....OK
Sealcoating, Inc. (3)MA
Shelly & Sands, Inc. (4)OH
Shirley Contracting Company, LLC (3)VA
Shoreline Foundation, Inc. (4).....FL
Silver Star Construction (8).....OK
Skanska USA Civil (1).....CA
Southeast Pavement Services (1).....GA
Specialty Diving Services, Inc (1).....RI

SPS New England, Inc. (1).....MA
Stacy & Witbeck, Inc. (3)CA, OR
Stark Excavating, Inc. (4).....IL
Strawser Construction, Inc. (3).....OH
Sully-Miller Contracting Co. (4).....CA
Summers - Taylor, Inc. (5)TN
Sunrise Analysis (1)ME
Super Western, Inc. (3)WI
Superior Paving Corp. (2)VA
Swank Construction Co., LLC. (2)PA
T+C Contracting, Inc. (3)KY
Tapani Underground, Inc. (5)WA
Tatum Excavating Company, Inc. (1).....TX
TC Construction Company, Inc. (2).....CA
TCW Construction, Inc. (5).....NE
The Allen Company, Inc. (2).....KY
The Beaver Excavating Co. (1).....OH
The Dutra Group (2)CA
The Lane Const. Corp. (7).....CT, FL, MA, TX
The Middlesex Corporation (2).....FL,MA
The Mosser Group (2)OH
The Redland Company, Inc. (5).....FL
Tidelands Construction Company (1).....CA
Tiger Contracting, LLC (1)FL
TL Enterprises, Inc. (1)KS
Top Grade Construction, Inc. (4)CA
Toronto Zenith Contracting (4)ON
Total Civil Construction & Eng (3)MD
Trader Construction Co. (4).....NC
Traylor Bros., Inc. (2)IN
Triad Engineering & Contracting (1).....OH
Trumbull Corporation (14)PA
United Brothers Development (3).....FL
Valley Slurry Seal (2)CA
Vastco, Inc. (1)AZ
Veit & Company, Inc. (3)MN
Veterans Landscaping Co., Inc (1)AL
Viking Construction (2).....CA
W-L Construction and Paving, Inc. (4).....VA
Walter R. Earle Corporation (1)NJ
Walter Toebe Construction Co.(3)MI
Waters Construction Co., Inc (2)CT
Watts Constructors, LLC (4)WA
WB Koester Construction, LLC (1)IN
Weaver-Bailey Contractors, Inc. (3).....AR
Weeks Marine, Inc. (7)NJ, TX, VA
Weihe Construction, Inc. (2).....IN
West Virginia Paving, Inc. (6).....WV
Wilco Contractors Northwest, Inc. (1)AB
Windcreek Services, Inc. (3)WY
Wiregrass Construction Co., Inc. (2).....AL
Wright Brothers Const.Co., Inc. (14).....TN
Yerba Buena Engineering & Const. (2)CA
Zoladz Construction Co., Inc. (6).....NY

2012 Advisory Board Members

Aggregate Industries NER

Jeff Ciampa

Anchor Construction Corp

Bill Custead

Atlas Excavating, Inc.

Casey Dillon

Boh Brothers Construction Company, Inc

Anthony Saladino

C.W. Matthews Contracting Co.

Jeff Roginsky

Clyde Companies

Darren Paulson

Colas

Maxime Montreuil

Construction Resources Management, Inc.

Linda Pawlak

Durr Heavy Construction, LLC

Freddy Yoder

Elder Corporation

J Elder

Flatiron Construction Corp.

Mitch Fowler

Glenn O. Hawbaker

Monty Claar

Granite Construction, Inc.

Pat Mullen

Granite Construction, Inc.

Mike Williams

Knife River Corporation

Patrick Ringstad

Kokosing Construction Company, Inc.

Brad Bowers

Ledcor CMI Inc.

Jim Cox

MGE Underground

Michaeljoe Goldstein

Posillico Civil, Inc.

Mike Trotta

Price Construction, Inc.

Bob Price

Reece Albert, Inc.

Greg Jackson

S.T. Wooten Corporation

Greg Nelson

Silver Star Construction

Craig Parker

T+C Contracting, Inc.

Scott Thornberry

The Middlesex Corporation

Dave Socci

Trumbull Corporation

Bill Woodford

Watts Constructors, LLC

Walt Schwartz

Class Schedule

Estimating

Thursday

9:00 am - 10:15 am	Cost Entry Bootcamp page 10	Use the Quote System to Effectively Manage Quotes - Part 1 page 10	Conforming the Estimate and Save Time Exporting a Budget to Accounting page 10	Quickly Build Estimates with Well-Organized Codebooks page 10	Cost Spreading Techniques to Reduce Entry page 10	Saving Time & Improving Flexibility by Incorporating Spreadsheets page 11	What's Been Added to HeavyBid in the Last 3 Years? page 11	
10:30 am - 11:45 am		Use the Quote System to Effectively Manage Quotes - Part 2 page 12		Interfacing HeavyBid with Scheduling Software page 12	Account for Escalation in Longer Running Projects page 12	Reduce Computation Time with Custom Calculations and Assemblies page 13	How Chief Estimators can Manage HeavyBid on Bid Day page 13	Ways to Find Possible Errors in Your Estimate page 13
11:45 am - 1:00 pm	Lunch							
1:00 pm - 2:15 pm	Cost Entry Bootcamp page 10 continued	Comparing Your Work Against Subcontractors page 14	Creating Quick, Attractive, and Accurate Bid Proposals page 14	Do's and Don'ts to Understand When Overhauling Your System page 15	Using Alternates to Arrive at the Best Possible Bid page 15	Quickly Change Anything in Your Estimate page 15	Simple But Effective Ways to Estimate Equipment Costs page 15	
2:30 pm - 3:45 pm		Efficiently Closing the Bid on Bid Day page 17	Control Your Solicitation Activity with Our Invitation to Bid Module page 17	Advanced Estimate Entry Features That Save Time page 17	Using Prior Work to Quickly Build Estimates page 17	Using the Bid Summary to Develop Realistic Unit Prices page 17	Advanced Ways to Adjust Equipment Rates in Your Estimates page 17	Keeping Track of Materials in HeavyBid page 18

Friday

8:30 am - 9:45 am		Use the Quote System to Effectively Manage Quotes - Part 1 page 19	Creating Quick, Attractive, and Accurate Bid Proposals page 19	Quickly Build Estimates with Well-Organized Codebooks page 19	Saving Time & Improving Flexibility by Incorporating Spreadsheets page 20	Concepts Chief Estimators Need to Know page 20	What's Been Added to HeavyBid in the Last 3 Years? page 20	
10:00 am - 11:15 am		Use the Quote System to Effectively Manage Quotes - Part 2 page 21	Interfacing HeavyBid with Scheduling Software page 21	Advanced Estimate Entry Features That Save Time page 21	Cost Spreading Techniques to Reduce Entry page 21	Using Alternates to Arrive at the Best Possible Bid page 22	What All Estimators Must Know About HeavyBid page 22	
11:15 am - 12:30 pm	Lunch							
12:30 pm - 1:45 pm		Comparing Your Work Against Subcontractors page 23	Control Your Solicitation Activity with Our Invitation to Bid Module page 23	Do's and Don'ts to Understand When Overhauling Your System page 23		Using Prior Work to Quickly Build Estimates page 23	Quickly Change Anything in Your Estimate page 24	Ways to Find Possible Errors in Your Estimate page 24
2:00 pm - 3:15 pm		Use the Quote System to Effectively Manage Quotes - Part 1 page 25	Efficiently Closing the Bid on Bid Day page 25		Account for Escalation in Longer Running Projects page 25	Reduce Computation Time with Custom Calculations and Assemblies page 25	Simple But Effective Ways to Estimate Equipment Costs page 26	Keeping Track of Materials in HeavyBid page 26
3:15 pm - 4:45 pm		Use the Quote System to Effectively Manage Quotes - Part 2 page 27	Conforming the Estimate and Save Time Exporting a Budget to Accounting page 27	Using HeavyBid Mobile for Small Jobs page 27		Using the Bid Summary to Develop Realistic Unit Prices page 28	Advanced Ways to Adjust Equipment Rates in Your Estimates page 28	What All Estimators Must Know About HeavyBid page 28

Job Management				Equipment	Executive	IT	Intro to HCSS	Thursday
Extra Work - Part 1: Using HeavyJob to Substantiate Claims page 11		Reviewing and Correcting Data Faster and Easier page 11	Reduce Foreman Reporting Time with Basic HeavyJob page 11	Control ALL of Your Fuel Transactions with FuelerPlus page 11	What Executives Need to Know about HeavyJob page 12	HCSS Configuration Ideas for You to Implement in Your Organization page 12	The Dispatcher/ VectrGPS Demo page 12	
Extra Work – Part 2: Stay on Top of Change Orders and T&M page 13	Forecasting and TrueUp of Actual Cost page 13	Techniques to Improve Cost Tracking in HeavyJob page 13	Understand the Flow of Data from HeavyJob to Payroll page 14	Discuss Best Practices of Equipment360 Customers page 14	How Chief Estimators can Manage HeavyBid on Bid Day page 13	Using HCSS Cloud App Solutions to Simplify Your IT Landscape page 14	HeavyBid: Learn the Difference Between Basics, Advanced and Comprehensive page 14	9:00 am - 10:15 am
Lunch								11:45 am - 1:00 pm
	How the HCSS Safety Application can Improve Your Safety Program page 15	Are Lack of Quantities Affecting Your Job Cost and Billing? page 16	Efficiently Track Trucks, Materials, and Subs page 16	Getting the Most Out of Equipment360 page 16	How & Where to Use Mobile Apps in Your Organization page 16	How & Where to Use Mobile Apps in Your Organization page 16	HeavyJob Demo page 16	1:00 pm - 2:15 pm
Improve Productivity with Advanced Daily Field Entry page 18	Easily Track Billings and Sub Payments with Pay Estimate page 18	Using HeavyBid Estimates to Efficiently Setup HeavyJob page 18	How to Introduce HeavyJob to the Field page 19	Equipment360/ FuelerPlus UGM page 19	Pros & Cons of Various Mobile Devices and Operating Systems page 19	Pros & Cons of Various Mobile Devices and Operating Systems page 19	The Safety Application Demo page 19	2:30 pm - 3:45 pm
Friday								
Extra Work - Part 1: Using HeavyJob to Substantiate Claims page 20	Easily Track Billings and Sub Payments with Pay Estimate page 20	Reviewing and Correcting Data Faster and Easier page 20		The Dispatcher UGM page 20	Concepts Chief Estimators Need to Know page 20	The Underlying Technologies of HCSS Data Manager and Mobile Apps page 21	The Dispatcher/ VectrGPS Demo page 21	8:30 am - 9:45 am
Extra Work – Part 2: Stay on Top of Change Orders and T&M page 22	Reduce Your IT Cost and Increase Efficiency with HCSS Mobile Apps page 22	Are Lack of Quantities Affecting Your Job Cost and Billing? page 22	Reduce Foreman Reporting Time with Basic HeavyJob page 22		Using the Cloud to Reduce IT Cost & Complexity page 23	Using the Cloud to Reduce IT Cost & Complexity page 23	Equipment360/ FuelerPlus Demo page 23	10:00 am - 11:15 am
Lunch								11:15 am - 12:30 pm
	How to Introduce HeavyJob to the Field page 24	Techniques to Improve Cost Tracking in HeavyJob page 24	Understand the Flow of Data from HeavyJob to Payroll page 24	Track Equipment and Save Money with VectrGPS page 24	Where is HCSS Going with Mobile? page 25	Where is HCSS Going with Mobile? page 25	HeavyBid Demo page 25	12:30 pm - 1:45 pm
Forecasting and TrueUp of Actual Cost page 26		Reduce Your IT Cost and Increase Efficiency with HCSS Mobile Apps page 26	Efficiently Track Trucks, Materials, and Subs page 26	Learn Short-Cuts to Help you Dispatch More Quickly page 26	Top 10 Mobile Apps to Develop Your Mobile Strategy page 27	Top 10 Mobile Apps to Develop Your Mobile Strategy page 27	HeavyBid: Learn the Difference Between Basics, Advanced and Comprehensive page 27	2:00 pm - 3:15 pm
Improve Productivity with Advanced Daily Field Entry page 28	How the HCSS Safety Application can Improve Your Safety Program page 28	Using HeavyBid Estimates to Efficiently Setup HeavyJob page 29		Improve Resource Planning & Scheduling Using The Dispatcher page 29	Why Most Unassisted Implementations Fail and How You Can Succeed page 29	FTP Replacement Technology and Roadmap page 29	HeavyJob Demo page 29	3:30 pm - 4:45 pm

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.

Wireless internet will be available free of charge.

Thursday
(all Day)

9:00 am - 3:45 pm

Cost Entry Bootcamp

Estimating

One-day crash course in cost entry for estimators not very familiar with HeavyBid.

- Introduction to essential key concepts, such as navigation, estimate structure, resource coding, use of mater estimates, estimate-specific data vs. system-wide data.
- How to stick-build activities.
- Use and modification of crews during cost entry.
- Copying biditems/activities from other estimates.
- Importing activities from the activity codebook into an estimate.
- Use of Quick Sub/Material Entry feature to add subs to a bid.
- Basic use of Quote Management system to handle quotes.
- Basic use of the Bid Summary screen to add and spread costs.

Thursday

9:00 am - 10:15 am

Use the Quote System to Effectively Manage Quotes - Part 1

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class automatically enrolls you in Using the Quote System to Effectively Manage Quotes - Part 2 on Thursday from 10:30 - 11:45 am.

This class is offered during the following times:

- Friday 8:30 - 9:45 am
- Friday 2:00 - 3:15 pm

Conforming the Estimate and Save Time Exporting a Budget to Accounting

Estimating

- Prepare budgets to get better quantity and cost reporting.
- How to handle indirect costs and addons.
- 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 send budgets to HeavyJob and your accounting system.
- Send Subcontractor information to accounting.
- Buying out the estimate.

This class is offered during the following times:

- Friday 3:30 - 4:45 pm

Quickly Build Estimates with Well-Organized Codebooks

Estimating

- Create standard items of work that can create one or multiple tasks at once.
- Estimate private work faster with pre-built lists of tasks.
- Set up the easy, time-saving DOT subcontract items.
- Make sure your DOT imports at least partially build your cost estimate.
- See the benefits of standardizing activity codes with crews, materials, and productions.
- Set up coding to make exporting to accounting faster.

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Cost Spreading Techniques to Reduce Entry

Estimating

- Work up costs for batch plants and spread them to where the result is used.
- Work up unit costs for anything to be used throughout the estimate.
- Use indirect costs for general spreads and targeted spreads.
- Use addons and other automatic calculations to derive costs.
- Override computer-generated spread amounts.
- Understand reporting when spreads have been used.
- Considerations for exporting to accounting when spreads have been used.

This class is offered during the following times:

- Friday 10:00 - 11:15 am

Saving Time & Improving Flexibility by Incorporating Spreadsheets

Estimating

- Reduce errors by linking Excel takeoffs to HeavyBid
- Save time by leveraging Excel when making mass changes to HeavyBid data
- Know how to get data to excel for more flexible reporting
- Utilize preformatted Excel templates to quickly print custom proposals on bid day
- Brief overview of using Excel for custom HeavyBid calculations

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

What's Been Added to HeavyBid in the Last 3 Years?

Estimating

- Get a brief survey of all the features added and how they may benefit your company.
- Understand the value in staying up to date with the latest version of HeavyBid
- Walk away from this class with a feature list to take back to your office and put to use immediately

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Extra Work - Part 1: Using HeavyJob to Substantiate Claims

Job Management

- Learn to tag cost codes to quickly identify extra work items.
- Use electronic forms to reduce paperwork.
- Capture signatures electronically.
- Manage and notate digital photos and documents.
- Search through mountains of electronic data and create reports in seconds.
- Learn to show the history of changes with audit trails.

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Reviewing and Correcting Data Faster and Easier

Job Management

- Create a multi-level approval process
- Efficiently approve/reject Time Cards and notify your field personnel
- See where you stand at all times in the approval process
- Help 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
- Easily replace codes from a temporary to a permanent one
- Re-calculate costs when you have rate changes

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Reduce Foreman Reporting Time with Basic HeavyJob

Job Management

- Carry out items that anybody can do successfully in the field
- Ensure your foremen are at least 50% faster than they were with paperwork
- Quickly fill out Time Cards that account for all employee and equipment hours
- Capture diary notes, photos, documents, and forms from employees who do not type well
- Consider how to track quantities effectively
- Bookmark important data for easy future retrieval
- Help your foremen see how they are doing every day against the plan

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Control ALL of Your Fuel Transactions with FuelerPlus

Equipment

- See how FuelerPlus mobile can save you valuable time by replacing your pencil-and-paper fuel sheet
- Perform a complete fuel analysis using the quick reports to create custom pivot table style reports, charts, and graphs
- Use our customized import/export routines to gather fuel transactions from a variety of third party sources (e.g., Gasboy, Fuelman, Wright Express, Phoenix Fuel Systems, etc.)
- Collect fuel consumption statistics for individual pieces of equipment or organized by equipment type
- Track and analyze non-fuel fluids (e.g., grease, oil, etc.)
- Electronically export all fluid transactions to accounting
- Send actual fuel consumption statistics to HeavyBid for future estimates

Thursday

10:30 am - 11:45 am

What Executives Need to Know about HeavyJob

Executive

- 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, and
 - How HeavyJob relates/communicates with accounting systems
- Discover what's easy and cost effective to start tracking
- Review big-picture technical options, such as
 - Using HeavyJob in either Internet-connected or disconnected mode and
 - Using iPads and Android tablets

HCSS Configuration Ideas for You to Implement in Your Organization

IT

- Learn how to setup and configure the new HeavyBid Automated Backup Service
- Walk through the requirements and Installation of the HCSS Data Manager
- Understand how HeavyJob Batch Processes work and how using them can enhance productivity for your end-users.
- Hear about some innovative ideas implemented by our customers to streamline the use of HCSS applications.

The Dispatcher/VectrGPS Demo

Intro to HCSS

- 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, help curb theft

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Use the Quote System to Effectively Manage Quotes - Part 2

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class automatically enrolls you in Using the Quote System to Effectively Manage Quotes - Part 1 on Thursday from 9:00 - 10:15 am.

This class is offered during the following times:

- Friday 10:00 - 11:15 am
- Friday 3:30 - 4:45 pm

Interfacing HeavyBid with Scheduling Software

Estimating

- Export estimate data to P3/P6, SureTrak and MS Project.
- Structure estimate activities to produce logical schedules.
- Understand export options for resource detail.
- Cash Flow analysis, including retention, interest, and payment schedules.
- Review revenue and expense reports.
- Understand how payment terms can affect your estimate
- Import schedules from Primavera.

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Account for Escalation in Longer Running Projects

Estimating

- 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.
- Review escalation cost in your estimate.

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Reduce Computation Time with Custom Calculations and Assemblies

Estimating

- Use standard HCSS calculations to drive your production and unit cost.
- Build a library of custom calculations specific to your company and type of work.
- Create custom assemblies that will automatically build activities and resources.
- Show spreadsheet calculations on your cost reports.

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

How Chief Estimators can Manage HeavyBid on Bid Day

Estimating, Executive

- Keep track of bid day activity.
- Manage your security options and keep your estimate data secure.
- Monitor multiple estimates for cost changes.
- Track changes in your bid and who/when the change happened.
- Know where to keep track of addendums and different versions of an estimate.
- Manage the quote process and control who can do what and when.
- How to get timely help when you need it most from HCSS Technical Support.
- Submit and print your bid.

Ways to Find Possible Errors in Your Estimate

Estimating

- Look 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
 - Unreviewed Biditems and Activities
 - Anomalies in equipment time spans
 - Inconsistencies
 - Lump sum items that got copied and not adjusted
- Quickly navigate to problematic items in an estimate to correct mistakes.
- Print and view reports that highlight things to check.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Extra Work – Part 2: Stay on Top of Change Orders and T&M

Job Management

- Track potential changes and look for new revenue opportunities.
- Turn potential changes into formal change orders or T&M work.
- Stay on top of status of change items.
- Create budget and revenue items that incorporate both costs and revenue.
- Learn to track change order revenue in the Pay Estimate Summary.
- Learn how to manage and print/track bills.

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Forecasting and TrueUp of Actual Cost

Job Management

Learn how to effectively reconcile cost between accounting and HeavyJob to:

- Get better production analysis reporting
- Forecast the cost of completing the work
- Understand the actual costs compared to estimated costs
- Get a better day-to-day picture of where your costs are
- Adjust budgets based on the revised forecast
- Learn how to customize your own Cost-to-Complete reports

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Techniques to Improve Cost Tracking in HeavyJob

Job Management

- Understand how to deal with escalated prices on your budget items.
- Discuss different ways of tracking overtime and determine the optimal choice for your company.
- How to account and track for standby, idle and maintenance downtime to develop your equipment costs.
- Learn multiple ways to track materials, subcontractor and other expenses.
- Discuss how various cost reports can improve your decision making.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Understand the Flow of Data from HeavyJob to Payroll

Job Management

- Learn how data moves electronically from HeavyJob to your accounting system
- Learn how the setup options control hours sent to accounting
- Verify employee/equipment hours without calling any foremen
- Quickly find foremen who have not submitted time
- How to setup your approval process and who should be doing it
- Notify foreman of missing and rejected Time Cards via text messages from HeavyJob
- Be confident that no errors occur before exporting to payroll
- Make corrections/changes after payroll is processed

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Discuss Best Practices of Equipment360 Customers

Equipment

- Reduce damage and abuse to equipment by increasing user accountability
- Modify PM schedules based on oil sample results to minimize cost and waste
- Limit rentals and maximize owned equipment
- Make the best use out of your equipment history
- Improve equipment maintenance and repair scheduling
- Improve communication with the field to get better and faster information
- Make more informed purchasing decisions for new and pre-owned equipment.

Using HCSS Cloud App Solutions to Simplify Your IT Landscape

IT

- Take a look at the latest technology HCSS is providing to host our applications in the cloud.
- Understand how Citrix technology is used to provide access to every end-user platform.
- Compare your current IT landscape with the options available in the HCSS Cloud Apps solution.
- Explore the possibilities of how HCSS Cloud Apps can simplify your current IT difficulties.

HeavyBid: Learn the Difference Between Basics, Advanced and Comprehensive

Intro to HCSS

- 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 HeavyBid deliver value to your company.
- See why larger companies use the Advanced and Comprehensive version of HeavyBid.

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Thursday

1:00 pm - 2:15 pm

Comparing Your Work Against Subcontractors

Estimating

- Quickly setup to be able to compare your work to a sub.
- Efficiently analyze self-perform work and subcontractors for the same scope of work.
- Speed up last minute comparisons.
- Streamline and eliminate repetitive entry.
- Learn how to handle subs that did not quote the full scope of work
- Improve your chances of maximizing the best choice on bid day.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Creating Quick, Attractive, and Accurate Bid Proposals

Estimating

- Create pre-formatted proposal templates that are ready to use for all of your bids.
- Include your own company logo on bid proposals.
- Print a proposal for multiple primes at once.
- Handle subtotals and alternates.
- Make proposals that show/hide individual prices, quantities, totals, etc.
- Create proposals in Word and/or Excel to match the owner's specified format.

This class is offered during the following times:

- Friday 8:30 - 9:45 am

Do's and Don'ts to Understand When Overhauling Your System

Estimating

- Make major changes to your system without interrupting estimating in progress.
- Recode resources without breaking past or future estimates.
- Overhaul codebooks and system-wide resources in the correct order to prevent re-work.
- Use Microsoft Excel to speed up many system-wide changes.
- Create and maintain backups to let you roll back changes.
- Understand when it makes sense to just cut the cord and start over from scratch.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Using Alternates to Arrive at the Best Possible Bid

Estimating

- Create work comparison alternates, pricing options & owner alternates.
- Make packages so that you can quickly switch back and forth during the bid.
- Manage indirect costs when using alternates.
- Quickly evaluate cost and price differences between packages.
- Ways to present alternates as a bid proposal option to an owner.

Quickly Change Anything in Your Estimate

Estimating

- Make wholesale changes in your bid.
- Replace resource codes already used in your estimate.
- Ways to adjust the calendars in multiple activities at once.
- Adjust labor and/or equipment costs throughout a bid.
- Replace crews and change productions throughout your estimate.
- Renumbering and/or recoding.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Simple But Effective Ways to Estimate Equipment Costs

Estimating

- Considerations in calculating ownership costs.
- Understand ownership versus operating expenses.
- Available Equipment Rate sources.
- Equipment setup to better manage bid closeout.
- Maintain/update master estimate equipment resources.
- Use alternate equipment masters

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

How the HCSS Safety Application can Improve Your Safety Program

Job Management

- Simplify field entry time while getting the right safety information to the job
- Record job conditions, safety meeting attendance, inspections, and incidents electronically
- Easily find employees with current skills/licenses/certifications & get alerts before they expire and cause you problems
- Keep the equipment/dispatching department in the loop with equipment safety issues
- Receive immediate alerts when an incident occurs on any of your jobs
- Quickly access any of your companys safety documents
- Access both your everyday OSHA logs and annual OSHA compliance reports instantly
- Mobile App - Learn to use the new Safety Inspection App on your iPad to quickly capture Job or Equipment inspections on the job site.

This class is offered during the following times:

- Friday 3:30 - 4:45 pm

Are Lack of Quantities Affecting Your Job Cost and Billing?

Job Management

- Learn how to overcome roadblocks of getting quantities from the field by providing measurable budget quantities and trackable units of measure
- How to get your foreman on board with entering quantities
- Keep your foreman updated with quantity changes made in the manager system
- Learn how to appropriately adjust quantities for improved analysis
- Know how to report revenue quantities for effective billing
- Track supporting information against cost code quantities by using cost code notes, stations, tags, and note indexes

This class is offered during the following times:

- Friday 10:00 - 11:15 am

Efficiently Track Trucks, Materials, and Subs

Job Management

- Use shortcuts to quickly enter truck tickets to capture their cost.
- Use load counts as a shortcut to calculate production/haul quantities.
- Help your foremen quickly enter materials associated with production.
- Keep records of your subcontractor activity.
- Simplify and improve your material information with and without PO's.

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Getting the Most Out of Equipment360

Equipment

- Use work orders to efficiently plan your work
- Assign work to the right people by using the employee skills manager
- Search and report on equipment repair & service history using notes, time cards, work orders, and sublet vendors
- Learn preventative maintenance setup and tracking
- Control part inventories using purchasing and receiving
- Reduce redundant entry by integrating with accounting and paperless environments
- Save time & money by better tracking warranties, licenses, and certifications
- How to find the information you need with advanced reporting

How & Where to Use Mobile Apps in Your Organization

Executive, IT

- Your employees have the devices. Now how do you fully integrate them into your company?
- Choosing between the philosophies of "Bring Your Own Devices (BYOD)" and traditional company-purchased devices
- Learn about different methods for mobile device management
- Discuss the issues surrounding app purchasing, including drawing the line between employee-purchased or company-purchased apps
- Using mobile phones and tablets around your office in meetings and coaching
 - Methods to use them with projectors and monitors
 - Accessories and apps to help you use them as more efficient devices
- How to manage HCSS mobile apps that are in your organization
- Using apps in the field

HeavyJob Demo

Intro to HCSS

- Get a high-level overview of HeavyJob 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 cards 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.

Thursday

2:30 pm - 3:45 pm

Efficiently Closing the Bid on Bid Day

Estimating

- Overview of the Bid Summary.
- Track your minority goals or good faith effort.
- Understand bid/takeoff quantity differences and pricing strategies.
- Use the built-in checklist feature to ensure nothing is left out.
- Check for potential errors.
- Freeze prices and use “closing” accounts to absorb last-minute changes.
- Deal with caps on mobilization, sales tax, contingency, and rounding.
- Configure HeavyBid to show customized decision-making indicators.
- Quickly double-check and then submit printed or electronic bids.

This class is offered during the following times:

- Friday 2:00 - 3:15 pm

Control Your Solicitation Activity with Our Invitation to Bid Module

Estimating

- Speed up solicitation cycles by setting up vendors once
- Reduce typing by creating letter templates
- Select specific items to solicit quotes
- Push addendum notices to vendors you have already solicited
- Record all communications related to solicitations
- Create printed communication logs that can be submitted for good faith effort.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Advanced Estimate Entry Features That Save Time

Estimating

- How to use estimate entry to aid in bid review.
- Customize the tree view using filters and display options.
- Add greater structure to your estimate entry using parent/child relationships.
- Understand advanced activity functions and when to use them.
- Make some item functions of other costs.
- Save time by creating ad hoc material resources.
- Use keyboard shortcuts to save time entering estimates.
- Advanced ways to collect and report on data for activities.

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Using Prior Work to Quickly Build Estimates

Estimating

- Use filtering to quickly find estimates to copy from.
- Make optimal use of past estimate data.
- Combine the work of several independent estimators.
- Add current estimate data into libraries for future use.
- Quickly copy bid items and activities within the current estimate.
- Make an exact copy of an estimate for alternates/versions/budgets.

This class is also offered during the following times:

- Friday 12:30 - 1:45 pm

Using the Bid Summary to Develop Realistic Unit Prices

Estimating

- Learn how the Bid Summary turns a cost estimate into a bid.
- Calculate markup, bond, and extra “addons” to include in the bid.
- Control how indirects, markups, and other cost items are spread to pay items.
- Discuss considerations for handling bid/takeoff quantity differences.
- Learn when the bid summary needs to be run.

This class is also offered during the following times:

- Friday 3:30 - 4:45 pm

Advanced Ways to Adjust Equipment Rates in Your Estimates

Estimating

- Ways to finely tune equipment ownership or rental costs.
- Adjust factors such as fuel prices to quickly recalculate the entire estimate.
- Scale back operating costs while maintaining ownership costs when equipment is not being used the whole time on site.
- Time spanning equipment to adjust for full rental periods.
- Use the purchase and salvage method for some equipment.
- Fast ways to make last minute changes to your equipment costs.

This class is also offered during the following times:

- Friday 3:30 - 4:45 pm

Keeping Track of Materials in HeavyBid

Estimating

- 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 material costs and units of measure.
- Understanding the capabilities for material reporting.

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Improve Productivity with Advanced Daily Field Entry

Job Management

- Ways to handle overtime and shift work, absence, standby time, etc.
- Advantages of tracking absence, standby, etc.
- Record progress quantities on cost codes in greater detail, such as phases, depth and area
- How to handle employees with multiple rate classifications
- How to handle per diem, subsistence, and other labor pay additions
- Track breaks, meter readings, and fuel
- A fast way to enter time for employees/crews who work at multiple jobs per day
- Tracking Safety from the Time Card with a minimum of keystrokes
- Cross-check equipment hours with GPS and labor hours with time clock systems

This class is also offered during the following times:

- Friday 3:30 - 4:45 pm

Easily Track Billings and Sub Payments with Pay Estimate

Job Management

- Significantly reduce management man-hours by allowing HeavyJob to calculate owner quantities and track subcontractor payment amounts.
- Setup cost codes to automatically drive pay quantities.
- How to use the pay estimate summary to track quantity negotiations.
- Track cost by accounting for stored materials, retainage, change orders and payments
- Use the pay estimate to generate invoices, including AIA format.
- Use HeavyJob to automatically calculate subcontractor payments and easily reconcile subcontractor bills

This class is also offered during the following times:

- Friday 8:30 - 9:45 am

Using HeavyBid Estimates to Efficiently Setup HeavyJob

Job Management

- Use the HeavyBid export to save time creating budgets
- Learn to effectively export cost information to the field, create the right level of detail for tracking and report on both pay items and cost codes
- Learn how to separate material and subcontractor resources into their own cost codes
- Ensure bid items in HeavyBid translate to pay items in HeavyJob for effective pay estimates
- Improve your use of the Quote System to communicate sub and supplier information to the field
- We'll also address additional topics, such as
 - Handling overtime
 - Equipment cost (ownership vs. operating cost)
 - What happens to purchase order numbers that come in from HeavyJob
 - Spreadsheets
 - Crews, notes and documents
 - Actual rates vs. plug rates
 - Ways to handle holding accounts and mobilization, and
 - Options of bid vs. take off differences

This class is also offered during the following times:

- Friday 3:30 - 4:45 pm

Friday

8:30 am - 9:45 am

How to Introduce HeavyJob to the Field

Job Management

- Effectively introduce HeavyJob to field personnel to get their buy in
- Discover training methods that will give users a positive experience
- How to present HeavyJob as a valuable tool, not just extra work
- Experience new software from the new user's perspective

Equipment360/FuelerPlus UGM

Equipment

- Discuss Equipment360 and FuelerPlus with your peers and HCSS management.
- Along with all managers involved, the HCSS Executive team will attend this discussion
- See what's on the horizon and steer the direction of the products for the next year
- Great opportunity to tell us how we can help you run your business more efficiently as possible.

Pros & Cons of Various Mobile Devices and Operating Systems

Executive, IT

This is a great class to take with your IT professional, we'll discuss how to make a decision on what kind of devices to use and how to evaluate and choose your specific device

- How to make a decision on what kind of devices, such as phones, tablets, and laptops, to purchase for your company
- The economics and operational implications of the kind of devices you choose
- Accessories you may wish to consider (and how that impacts your decision)
- Navigating the confusing landscape of various sizes and types of Android devices
- The impact of Windows 8 on your decision

The Safety Application Demo

Intro to HCSS

- Create a safety culture, and learn how to efficiently deploy and manage safety initiatives.
- Learn how to convert mountains of files stored on back of trucks into readily accessible digital files.
- See how to save in potential incident costs by analyzing inspections and rendering near misses.
- Establish your company's image and reputation within the industry as a safety leader.
- Ensure your compliance with advanced alerts, such as expiring employee certifications or OSHA regulatory needs.

Use the Quote System to Effectively Manage Quotes - Part 1

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class enrolls you in Using the Quote System to Effectively Manage Quotes - Part 2 on Friday from 10:00 - 11:15 am.

This class is offered during the following times:

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

Creating Quick, Attractive, and Accurate Bid Proposals

Estimating

- Create pre-formatted proposal templates that are ready to use for all of your bids.
- Include your own company logo on bid proposals.
- Print a proposal for multiple primes at once.
- Handle subtotals and alternates.
- Make proposals that show/hide individual prices, quantities, totals, etc.
- Create proposals in Word and/or Excel to match the owner's specified format.

This class is offered during the following times:

- Thursday 1:00 - 2:15 pm

Quickly Build Estimates with Well-Organized Codebooks

Estimating

- Create standard items of work that can create one or multiple tasks at once.
- Estimate private work faster with pre-built lists of tasks.
- Set up the easy, time-saving DOT subcontract items.
- Make sure your DOT imports at least partially build your cost estimate.
- See the benefits of standardizing activity codes with crews, materials, and productions.
- Set up coding to make exporting to accounting faster.

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

Saving Time & Improving Flexibility by Incorporating Spreadsheets

Estimating

- Reduce errors by linking Excel takeoffs to HeavyBid
- Save time by leveraging Excel when making mass changes to HeavyBid data
- Know how to get data to excel for more flexible reporting
- Utilize preformatted Excel templates to quickly print custom proposals on bid day
- Brief overview of using Excel for custom HeavyBid calculations

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

Concepts Chief Estimators Need to Know

Estimating, Executive

- Learn concepts that a Chief Estimator needs to know about HeavyBid.
- Clarifies complicated and confusing subjects where ignorance can cause errors.
- Places a Chief Estimator should look for potential errors.
- Keep track of a constantly changing estimate.

What's Been Added to HeavyBid in the Last 3 Years?

Estimating

- Get a brief survey of all the features added and how they may benefit your company.
- Understand the value in staying up to date with the latest version of HeavyBid
- Walk away from this class with a feature list to take back to your office and put to use immediately

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

Extra Work - Part 1: Using HeavyJob to Substantiate Claims

Job Management

- Learn to tag cost codes to quickly identify extra work items.
- Use electronic forms to reduce paperwork.
- Capture signatures electronically.
- Manage and notate digital photos and documents.
- Search through mountains of electronic data and create reports in seconds.
- Learn to show the history of changes with audit trails.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Easily Track Billings and Sub Payments with Pay Estimate

Job Management

- Significantly reduce management man-hours by allowing HeavyJob to calculate owner quantities and track subcontractor payment amounts.
- Setup cost codes to automatically drive pay quantities.
- How to use the pay estimate summary to track quantity negotiations.
- Track cost by accounting for stored materials, retainage, change orders and payments
- Use the pay estimate to generate invoices, including AIA format.
- Use HeavyJob to automatically calculate subcontractor payments and easily reconcile subcontractor bills

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

Reviewing and Correcting Data Faster and Easier

Job Management

- Create a multi-level approval process
- Efficiently approve/reject Time Cards and notify your field personnel
- See where you stand at all times in the approval process
- Help 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
- Easily replace codes from a temporary to a permanent one
- Re-calculate costs when you have rate changes

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

The Dispatcher UGM

Equipment

- See what's new and upcoming for Dispatcher and VectrGPS
- Help drive the direction of the products for the next year by offering feedback
- Explain your business problems to us so we can help solve them with our software
- HCSS Executive team will attend this meeting.

The Underlying Technologies of HCSS Data Manager and Mobile Apps

IT

- Discuss the routing and translation technologies that allow HCSS Mobile Apps to read and manipulate data from in-house systems.
- Understand technical elements of the HCSS Data Manager and the Microsoft Azure services used for our mobile solutions.
- Find out how HCSS is using a redundant, replicated cloud solution to protect data and insure usability of your Mobile Apps.

The Dispatcher/VectrGPS Demo

Intro to HCSS

- 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, help curb theft

This class is also offered during the following times:

- Thursday 9:00 - 10:15 am

Friday

10:00 am - 11:15 am

Use the Quote System to Effectively Manage Quotes - Part 2

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class automatically enrolls you in Using the Quote System to Effectively Manage Quotes - Part 1 on Friday from 8:30 - 9:45 am.

This class is offered during the following times:

- Thursday 10:30 - 11:45 am
- Friday 3:30 - 4:45 pm

Interfacing HeavyBid with Scheduling Software

Estimating

- Export estimate data to P3/P6, SureTrak and MS Project.
- Structure estimate activities to produce logical schedules.
- Understand export options for resource detail.
- Cash Flow analysis, including retention, interest, and payment schedules.
- Review revenue and expense reports.
- Understand how payment terms can affect your estimate
- Import schedules from Primavera.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Advanced Estimate Entry Features That Save Time

Estimating

- How to use estimate entry to aid in bid review.
- Customize the tree view using filters and display options.
- Add greater structure to your estimate entry using parent/child relationships.
- Understand advanced activity functions and when to use them.
- Make some item functions of other costs.
- Save time by creating ad hoc material resources.
- Use keyboard shortcuts to save time entering estimates.
- Advanced ways to collect and report on data for activities.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Cost Spreading Techniques to Reduce Entry

Estimating

- Work up costs for batch plants and spread them to where the result is used.
- Work up unit costs for anything to be used throughout the estimate.
- Use indirect costs for general spreads and targeted spreads.
- Use addons and other automatic calculations to derive costs.
- Override computer-generated spread amounts.
- Understand reporting when spreads have been used.
- Considerations for exporting to accounting when spreads have been used.

This class is offered during the following times:

- Thursday 9:00 - 10:15 am

Using Alternates to Arrive at the Best Possible Bid

Estimating

- Create work comparison alternates, pricing options & owner alternates.
- Make packages so that you can quickly switch back and forth during the bid.
- Manage indirect costs when using alternates.
- Quickly evaluate cost and price differences between packages.
- Ways to present alternates as a bid proposal option to an owner.

What All Estimators Must Know About HeavyBid

Estimating

- Understand 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.
- 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?
- How to analyze estimate data and make last minute cost changes.

This class is also offered during the following times:

- Friday 3:30 - 4:45 pm

Extra Work – Part 2: Stay on Top of Change Orders and T&M

Job Management

- Track potential changes and look for new revenue opportunities.
- Turn potential changes into formal change orders or T&M work.
- Stay on top of status of change items.
- Create budget and revenue items that incorporate both costs and revenue.
- Learn to track change order revenue in the Pay Estimate Summary.
- Learn how to manage and print/track bills.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Reduce Your IT Cost and Increase Efficiency with HCSS Mobile Apps

Job Management

Learn all the steps involved or required to start using HCSS mobile apps

- How to document everything with our photo capabilities
- Quickly take notes on the go with our diary application to help record correspondence and issue tracking.
- Reduce training time and streamline your field entry process with our time entry application
- Learn how to manage your mobile devices with various MDM (Mobile Device Management) solutions.
- Understand all your company's hardware and software cost saving opportunities by going mobile

This class is also offered during the following times:

- Friday 2:00 - 3:15 pm

Are Lack of Quantities Affecting Your Job Cost and Billing?

Job Management

- Learn how to overcome roadblocks of getting quantities from the field by providing measurable budget quantities and trackable units of measure
- How to get your foreman on board with entering quantities
- Keep your foreman updated with quantity changes made in the manager system
- Learn how to appropriately adjust quantities for improved analysis
- Know how to report revenue quantities for effective billing
- Track supporting information against cost code quantities by using cost code notes, stations, tags, and note indexes

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Reduce Foreman Reporting Time with Basic HeavyJob

Job Management

- Carry out items that anybody can do successfully in the field
- Ensure your foremen are at least 50% faster than they were with paperwork
- Quickly fill out Time Cards that account for all employee and equipment hours
- Capture diary notes, photos, documents, and forms from employees who do not type well
- Consider how to track quantities effectively
- Bookmark important data for easy future retrieval
- Help your foremen see how they are doing every day against the plan

This class is offered during the following times:

- Thursday 9:00 - 10:15 am

Using the Cloud to Reduce IT Cost & Complexity

Executive, IT

- This class will provide an understanding of the value of cloud offerings addressing your entire company needs - not simply what HCSS offers as a solution for our products
- A cost/benefit evaluation of moving products such as email and backups to the cloud
- Methods to use your existing applications in the cloud
- What moving to cloud solutions does to reduce your IT complexity
- How to evaluate the ROI of moving your applications to the cloud
- See a breakdown of risks and issues to help you make knowledgeable decisions regarding cloud solutions
- Understanding the various methods of cloud offerings: hosting data and applications, who owns data, etc

Equipment360/FuelerPlus Demo

Intro to HCSS

- Get 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 stores 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 FuelerPlus can track the amount of fuel and other fluids being dispensed into your equipment and how the information flows into other HCSS applications as well as your accounting software.

Friday

12:30 pm - 1:45 pm

Comparing Your Work Against Subcontractors

Estimating

- Quickly setup to be able to compare your work to a sub.
- Efficiently analyze self-perform work and subcontractors for the same scope of work.
- Speed up last minute comparisons.
- Streamline and eliminate repetitive entry.
- Learn how to handle subs that did not quote the full scope of work
- Improve your chances of maximizing the best choice on bid day.

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Control Your Solicitation Activity with Our Invitation to Bid Module

Estimating

- Speed up solicitation cycles by setting up vendors once
- Reduce typing by creating letter templates
- Select specific items to solicit quotes
- Push addendum notices to vendors you have already solicited
- Record all communications related to solicitations
- Create printed communication logs that can be submitted for good faith effort.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Do's and Don'ts to Understand When Overhauling Your System

Estimating

- Make major changes to your system without interrupting estimating in progress.
- Recode resources without breaking past or future estimates.
- Overhaul codebooks and system-wide resources in the correct order to prevent re-work.
- Use Microsoft Excel to speed up many system-wide changes.
- Create and maintain backups to let you roll back changes.
- Understand when it makes sense to just cut the cord and start over from scratch.

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Using Prior Work to Quickly Build Estimates

Estimating

- Use filtering to quickly find estimates to copy from.
- Make optimal use of past estimate data.
- Combine the work of several independent estimators.
- Add current estimate data into libraries for future use.
- Quickly copy bid items and activities within the current estimate.
- Make an exact copy of an estimate for alternates/versions/budgets.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Quickly Change Anything in Your Estimate

Estimating

- Make wholesale changes in your bid.
- Replace resource codes already used in your estimate.
- Ways to adjust the calendars in multiple activities at once.
- Adjust labor and/or equipment costs throughout a bid.
- Replace crews and change productions throughout your estimate.
- Renumbering and/or recoding.

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Ways to Find Possible Errors in Your Estimate

Estimating

- Look 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
 - Unreviewed Biditems and Activities
 - Anomalies in equipment time spans
 - Inconsistencies
 - Lump sum items that got copied and not adjusted
- Quickly navigate to problematic items in an estimate to correct mistakes.
- Print and view reports that highlight things to check.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

How to Introduce HeavyJob to the Field

Job Management

- Effectively introduce HeavyJob to field personnel to get their buy in
- Discover training methods that will give users a positive experience
- How to present HeavyJob as a valuable tool, not just extra work
- Experience new software from the new user's perspective

Techniques to Improve Cost Tracking in HeavyJob

Job Management

- Understand how to deal with escalated prices on your budget items.
- Discuss different ways of tracking overtime and determine the optimal choice for your company.
- How to account and track for standby, idle and maintenance downtime to develop your equipment costs.
- Learn multiple ways to track materials, subcontractor and other expenses.
- Discuss how various cost reports can improve your decision making.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Understand the Flow of Data from HeavyJob to Payroll

Job Management

- Learn how data moves electronically from HeavyJob to your accounting system
- Learn how the setup options control hours sent to accounting
- Verify employee/equipment hours without calling any foremen
- Quickly find foremen who have not submitted time
- How to setup your approval process and who should be doing it
- Notify foreman of missing and rejected Time Cards via text messages from HeavyJob
- Be confident that no errors occur before exporting to payroll
- Make corrections/changes after payroll is processed

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Track Equipment and Save Money with VectrGPS

Equipment

- Monitor real-time production on your trucking-based operations
- Report equipment hours directly onto a HeavyJob's Time Card
- 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
- Use GPS-reported hours, mileage, and locations to accurately drive PM schedules in The Dispatcher or Equipment360
- Choosing the most efficient truckers based on their actual reported performance
- Automate how you track and pay brokered trucks with electronic time slips
- Automatically send truck tickets to HeavyJob and accounting through VectrGPS

Where is HCSS Going with Mobile?

Executive, IT

- Get insight into our short, medium, and long-term plans around mobile
- Learn how HCSS is driving mobile solutions into your organization
- Understand the expected benefits of using HCSS mobile solutions technology
- Come prepared to provide and promote feedback on where HCSS will go with mobile.

HeavyBid Demo

Intro to HCSS

- Find out if HeavyBid can help you bid more work in less time.
- Get a high-level overview focusing on the following:
 - Ways to quickly build estimates
 - Analyze estimates for accuracy and integrity
 - Make changes quickly
 - Examine alternatives
 - Manage quotes
 - Stay in control on bid day

Friday

2:00 pm - 3:15 pm

Use the Quote System to Effectively Manage Quotes - Part 1

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class automatically enrolls you in Using the Quote System to Effectively Manage Quotes - Part 2 on Friday from 3:30 - 4:45 pm.

This class is offered during the following times:

- Thursday 9:00 - 10:15 am
- Friday 8:30 - 9:45 am

Efficiently Closing the Bid on Bid Day

Estimating

- Overview of the Bid Summary.
- Track your minority goals or good faith effort.
- Understand bid/takeoff quantity differences and pricing strategies.
- Use the built-in checklist feature to ensure nothing is left out.
- Check for potential errors.
- Freeze prices and use "closing" accounts to absorb last-minute changes.
- Deal with caps on mobilization, sales tax, contingency, and rounding.
- Configure HeavyBid to show customized decision-making indicators.
- Quickly double-check and then submit printed or electronic bids.

This class is offered during the following times:

- Thursday 2:30 - 3:45 pm

Account for Escalation in Longer Running Projects

Estimating

- 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.
- Review escalation cost in your estimate.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Reduce Computation Time with Custom Calculations and Assemblies

Estimating

- Use standard HCSS calculations to drive your production and unit cost.
- Build a library of custom calculations specific to your company and type of work.
- Create custom assemblies that will automatically build activities and resources.
- Show spreadsheet calculations on your cost reports.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Simple But Effective Ways to Estimate Equipment Costs

Estimating

- Considerations in calculating ownership costs.
- Understand ownership versus operating expenses.
- Available Equipment Rate sources.
- Equipment setup to better manage bid closeout.
- Maintain/update master estimate equipment resources.
- Use alternate equipment masters

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Keeping Track of Materials in HeavyBid

Estimating

- 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 material costs and units of measure.
- Understanding the capabilities for material reporting.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Forecasting and TrueUp of Actual Cost

Job Management

Learn how to effectively reconcile cost between accounting and HeavyJob to:

- Get better production analysis reporting
- Forecast the cost of completing the work
- Understand the actual costs compared to estimated costs
- Get a better day-to-day picture of where your costs are
- Adjust budgets based on the revised forecast
- Learn how to customize your own Cost-to-Complete reports

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Reduce Your IT Cost and Increase Efficiency with HCSS Mobile Apps

Job Management

Learn all the steps involved or required to start using HCSS mobile apps

- How to document everything with our photo capabilities
- Quickly take notes on the go with our diary application to help record correspondence and issue tracking.
- Reduce training time and streamline your field entry process with our time entry application
- Learn how to manage your mobile devices with various MDM (Mobile Device Management) solutions.
- Understand all your company's hardware and software cost saving opportunities by going mobile

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Efficiently Track Trucks, Materials, and Subs

Job Management

- Use shortcuts to quickly enter truck tickets to capture their cost.
- Use load counts as a shortcut to calculate production/haul quantities.
- Help your foremen quickly enter materials associated with production.
- Keep records of your subcontractor activity.
- Simplify and improve your material information with and without PO's.

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Learn Short-Cuts to Help you Dispatch More Quickly

Equipment

- Magnet board shortcuts to save clicks and see more information
- Quicker scheduling with the Planner view
- Use filters and the find function to locate anything fast
- Fast ways to fill resources with qualified employees
- Use batch reporting to quickly print or email all your standard reports
- Save time on material orders with the copy functions
- Minimize your time tracking small tools

Top 10 Mobile Apps to Develop Your Mobile Strategy

Executive, IT

- Take an opportunity to think about how certain mobile applications can dramatically increase your team's productivity
- Take your mobile device beyond just email and calendar use, explore how to use it in other areas of the workplace.
- Learn how integral cloud technology is in unifying your mobile agenda.
- Discover mobile applications that maximize efficiency across your technology spectrum of mobile devices, laptops, and desktops.

HeavyBid: Learn the Difference Between Basics, Advanced and Comprehensive

Intro to HCSS

- 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 HeavyBid deliver value to your company.
- See why larger companies use the Advanced and Comprehensive version of HeavyBid.

This class is also offered during the following times:

- Thursday 10:30 - 11:45 am

Friday

3:30 pm - 4:45 pm

Use the Quote System to Effectively Manage Quotes - Part 2

Estimating

- Prepare, organize and update pricing for sub and material vendors.
- Understand the importance of estimate entry on efficient use of the Quote System.
- Review how the Quote System relates to bid closing.
- Understand how vendor setup affects the Quote System.
- Be familiar with all of the time-saving automation features.
- Be able to choose which automation features are appropriate for your company.

This class automatically enrolls you in Using the Quote System to Effectively Manage Quotes - Part 1 on Friday from 2:00 - 3:15 pm.

This class is offered during the following times:

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

Conforming the Estimate and Save Time Exporting a Budget to Accounting

Estimating

- Prepare budgets to get better quantity and cost reporting.
- How to handle indirect costs and addons.
- 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 send budgets to HeavyJob and your accounting system.
- Send Subcontractor information to accounting.
- Buying out the estimate.

This class is offered during the following times:

- Thursday 9:00 - 10:15 am

Using HeavyBid Mobile for Small Jobs

Estimating

With the increased use of mobile devices HCSS introduces our construction app for estimating. Bring along your iPad to this hands-on workshop to learn how easily you can:

- Understand the advantages tablets can give you estimating team.
- Learn the differences between HeavyBid and HeavyBid mobile to understand when each appropriately fits your estimating needs.
- Get set up data from your main HeavyBid system to HeavyBid mobile.
- Quickly create cost estimate, mark-up the job and create a bid proposal.
- Instantly collect signatures all on the spot and email signed bid proposals to owners.
- You'll also receive a one month complimentary license to take for a test drive.

Using the Bid Summary to Develop Realistic Unit Prices

Estimating

- Learn how the Bid Summary turns a cost estimate into a bid.
- Calculate markup, bond, and extra “add-ons” to include in the bid.
- Control how indirects, markups, and other cost items are spread to pay items.
- Discuss considerations for handling bid/takeoff quantity differences.
- Learn when the bid summary needs to be run.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Advanced Ways to Adjust Equipment Rates in Your Estimates

Estimating

- Ways to finely tune equipment ownership or rental costs.
- Adjust factors such as fuel prices to quickly recalculate the entire estimate.
- Scale back operating costs while maintaining ownership costs when equipment is not being used the whole time on site.
- Time spanning equipment to adjust for full rental periods.
- Use the purchase and salvage method for some equipment.
- Fast ways to make last minute changes to your equipment costs.

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

What All Estimators Must Know About HeavyBid

Estimating

- Understand 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.
- 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?
- How to analyze estimate data and make last minute cost changes.

This class is also offered during the following times:

- Friday 10:00 - 11:15 am

Improve Productivity with Advanced Daily Field Entry

Job Management

- Ways to handle overtime and shift work, absence, standby time, etc.
- Advantages of tracking absence, standby, etc.
- Record progress quantities on cost codes in greater detail, such as phases, depth and area
- 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
- A fast way to enter time for employees/crews who work at multiple jobs per day
- Tracking Safety from the Time Card with a minimum of keystrokes
- Cross-check equipment hours with GPS and labor hours with time clock systems

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

How the HCSS Safety Application can Improve Your Safety Program

Job Management

- Simplify field entry time while getting the right safety information to the job
- Record job conditions, safety meeting attendance, inspections, and incidents electronically
- Easily find employees with current skills/licenses/certifications & get alerts before they expire and cause you problems
- Keep the equipment/dispatching department in the loop with equipment safety issues
- Receive immediate alerts when an incident occurs on any of your jobs
- Quickly access any of your companys safety documents
- Access both your everyday OSHA logs and annual OSHA compliance reports instantly
- Mobile App - Learn to use the new Safety Inspection App on your iPad to quickly capture Job or Equipment inspections on the job site.

This class is also offered during the following times:

- Thursday 1:00 - 2:15 pm

Using HeavyBid Estimates to Efficiently Setup HeavyJob

Job Management

- Use the HeavyBid export to save time creating budgets
- Learn to effectively export cost information to the field, create the right level of detail for tracking and report on both pay items and cost codes
- Learn how to separate material and subcontractor resources into their own cost codes
- Ensure bid items in HeavyBid translate to pay items in HeavyJob for effective pay estimates
- Improve your use of the Quote System to communicate sub and supplier information to the field
- We'll also address additional topics, such as
 - Handling overtime
 - Equipment cost (ownership vs. operating cost)
 - What happens to purchase order numbers that come in from HeavyJob
 - Spreadsheets
 - Crews, notes and documents
 - Actual rates vs. plug rates
 - Ways to handle holding accounts and mobilization, and
 - Options of bid vs. take off differences

This class is also offered during the following times:

- Thursday 2:30 - 3:45 pm

Improve Resource Planning & Scheduling Using The Dispatcher

Equipment

- Maximize efficiency by creating short- & long-term look-aheads
- Improve your resource allocation with instantly catching and resolving conflicts
- Make the best use of your dispatcher's time by quickly accounting for delays and changes
- Schedule resources to activities/cost codes from HeavyJob for better departmental communication
- Learn how to help your foreman efficiently schedule material deliveries and send information to HeavyJob
- Feed planning information directly into your mobilization schedule
- Improve interaction and planning by starting your schedule from HeavyBid

Why Most Unassisted Implementations Fail and How You Can Succeed

Executive

- Who needs to be involved
- How to properly plan for success
- When the best time to kick off your implementation is
- Why money cannot solve all your problems
- What you can do now to keep your implementation from derailing later
- Understand the true value in conducting your implementation offsite to develop your new business process.

FTP Replacement Technology and Roadmap

IT

- Understand how FTP was used to provide data exchange solutions in HCSS products.
- Discuss the challenges of FTP for a simple, universal solution.
- Find out how HCSS is using web services to create a data exchange layer to replace FTP throughout our applications.
- View the roadmap for how this technology will be further implemented as we move forward in product development.

HeavyJob Demo

Intro to HCSS

- Get a high-level overview of HeavyJob 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 cards 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.

It's not all business and classes all weekend...we plan to have a little fun too!

Welcome Reception & Coaches' Corner

Thursday 4:00 pm - 6:00 pm

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

You'll also 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!

Honoree Reception

Thursday 5:30 pm - 6:00 pm (Invitation Only)

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

HCSS Tailgate Party

Friday 6:30 pm - 11:00 pm

Join us Friday night for a pre-dinner reception, dinner and tailgating party. We'll have yard games like washers and corn hole, table games, Minute to Win It, and casino games. And back by popular demand the poker tournament!



Don't forget your favorite team shirt or jersey!

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.

Shopping at Cypress Outlet Mall

You've been asking and we listened! We are going shopping at the outlet malls in Cypress. Transportation and lunch will be on us! Bring your comfy shoes and your pocketbook!



Let's Paint!

T-shirts and tote bags, oh my! We will be painting both a t-shirt and a tote bag. You can choose from various templates or free hand your own design. Please select your size (women's) and color for the t-shirt when registering, as well as your choice of either black or beige for the tote bag.



Jewelry Making

Jewelry making is back! We will be making a necklace, bracelet and a pair of earrings. Select from various beads, stones, etc. to create your own designer pieces.



Fee: \$375 each

\$375 Fee includes: Thursday lunch, Transportation to/from Outlet Mall, Welcome Reception, Friday breakfast & lunch, Let's Paint! class, Jewelry Making class, Friday reception, dinner, HCSS Tailgate Party, Saturday breakfast & lunch

Schedule

Thursday

9:00 am - 4:00 pm	Shopping at the Outlet Mall & Lunch
4:00 pm - 6:00 pm	Welcome Reception

Friday

7:30 am - 8:30 am	Breakfast
8:30 am - 11:30 am	Let's Paint! class
11:30 am - 12:45 pm	Lunch
1:00 pm - 4:00 pm	Jewelry Making class
6:30 pm - 11:00 pm	Reception, Dinner, & HCSS Tailgate Party

Saturday

8:00 am - 9:00 am	Breakfast
12:00 pm - 1:00 pm	Lunch



Construction Software & Services

13151 W. Airport Blvd.
Sugar Land, TX 77478

We'll see you in Houston!