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field variance **PO process**



overview

The BuilderMT VPO process uses the BPM tool for creating, sending, and approving variance purchase orders on a mobile device. It uses simple web forms and integrates with WMS database in real-time.

Configure simple criteria such as:

- Dollar amount threshold for automatic approval of VPOs
- E-mail addresses to use for routing, reviewing and approving VPOs
- Establish a VPO item number in Estimating
- Communication method for your suppliers (process can accommodate suppliers who do not use e-mail with the addition of one simple step)
- It's a flexible process. With a few tweaks based on your business needs, you can be up and running quickly.

workflow

1.

The screenshot shows the 'BuilderMT VPO Process' mobile application interface. It features three dropdown menus: 'Choose Job:', 'Choose Variance Code:', and 'Choose Trade:'. A list of job codes and descriptions is displayed, including 'AH00000 - Antelope Hill Community' through 'AH00111 - Antelope Hill - Lot 111'. At the bottom, it shows 'Version: 5.0.4.31 Standard Process' and 'Copyright 2014 B'. A 'Continue' button is visible in the bottom right corner.

» Field staff selects Job and other criteria

2.

The screenshot shows the 'BuilderMT VPO Process' mobile application interface. It features a 'Choose Item:' dropdown menu with '900020100 - 1020 - Fill Dirt (J)' selected. Below the dropdown, there are input fields for 'Qty:' (value 1) and 'Override Cost:' (value 0). A 'Selected VPO Items' table is displayed, showing a single item with the following details:

Phase Code	Item Number	Description	Item
900020100	1020	Fill Dirt	Bring in the necessary fill dirt to 600

Below the table, there is a section for 'Variance Purchase Order - AH00013 - Excavation- Submittal Receipt' with a 'mailto:demo@buildermt.com' link. The following email is your Variance Purchase Order submittal receipt. Project Information: Antelope Hill, 1000 Pleasant Drive, Lakewood, CO 80228, jh@... Job Information: AH00013, Antelope Hill - Lot 13. Trade Information: Excavation, Excavation, Backfill & Grade. Supplier Information: Work Supplier: George's Excavation, Backcharge Supplier. Variance Information: V23 044, Grade Variation. At the bottom, there is a table with the following data:

Phase Code	Item Number	Description	Notes	Qty	Cost
900020100	1020	Fill Dirt	Bring in the necessary fill dirt to correct the grade variation on this lot.	200	54.43

Total: \$1,088.80

» Field staff processes VPO request

workflow (cont'd.)

3.

BuilderMT VPO Process

Area: Antelope Hill Work Supplier: George's Excavation
 Job Number: AH00013 Back Charge Supplier:
 Job Address: 1013 Deer Trail VPO Date: 7/25/2014 8:40:09 AM
 Field Supervisor: Jim Andrews Variance Code: data name

Phase Code	Item Number	Description	Notes	Qty	Unit of Measure	Cost	Pre-Tax Total
900020100	1020	Fill Dirt	Bring in the necessary fill dirt to correct the grade variation on this lot.	200.00	yd	54.43	10,886.00

Total: 10,886.00

Requestor Comments (private): Not Found

Decline Approve

» If VPO request exceeds the user-specified threshold dollar amount, then it is routed to a Manager for approval. If not, it is auto-approved and the process continues.

4.

BuilderMT MANAGEMENT TECHNOLOGY

VARIANCE ORDER
 AH00013-049
 JOB NUMBER: AH00013
 ORDER DATE: 1/25/2012

VENDOR:
 George's Excavation
 8700 Bellfountain Road
 Denver CO 80100
 Phone: (303)847-6201
 Fax: (303)847-6200

JOB ADDRESS:
 1013 Deer Trail
 Lakewood CO 80228

Job Type	Supervisor	Estimator	Model	Lot Swing
SF	Mike Parsons	Andrew Bensen	SUNDOWN	R

PLEASE SUPPLY THE FOLLOWING:

ITEM	ITEM DESCRIPTION	QTY	UNIT	PRICE	TOTAL
****	2010 Excavation ****				
900020100	1020 Fill Dirt	200.00	yd	54.43	10,886.00
	Fill dirt for grading				
				Net Order	10,886.00
				Tax	783.79
				TOTAL ORDER	11,669.79

The work has been completed according to the terms and conditions stated in our contract.
 Authorized Signature: _____
 By: _____
 Company: George's Excavation Date: _____ Builder: _____ Date: _____

» Trade, Supplier and Vendor receives VPO

5.

Issue Purchase Orders

AH00013 1013 Deer Trail

Label	Value
Phase/Item Number	900020100 1020
Item Description	Fill Dirt
Item Notes	Bring in the necessary fill dirt to correct the grade variation on this lot.
Order Qty	200.00
Order Unit	yd
Order Unit Price	54.43
Order Amount	10,886.00
Lump Sum	
Use Estimate	
Error/Warnings	1 Error : Invalid JC Category 1 Warning : Using Lump Sum
Tabular	
Tax Details	SDEN 783.792
Estimate Number	3
Opt Number	Base Sundown - Base House
Release Code	05
Activity	2010 Excavation
LOCATION	
Sort WBS/Dept	900020100
Job Cont Code	2022010
Job Cont Category	24
Tracking Variance	
Variance JC Category	
Variance Amount	
Original Amount	
PO Number	AH00013-049

» WMS is updated automatically

6.

BuilderMT VPO Process

Job Number: AH00013
 Work Supplier: George's Excavation

Work Supplier Orders:

PO Number	Description	Issued Date	Amount	TaxAmount	Total
AH00013-049	2010 Excavation	07/25/2014	10,886.00	783.79	11,669.79

Backcharge Supplier Orders:

PO Number	Description	Issued Date	Amount	TaxAmount	Total
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Requestor Comments (private): Not Found

» Field staff can approve payment once VPO has been fulfilled. WMS is updated automatically

summary

The BuilderMT VPO Process has been designed to allow field staff to request a Variance Purchase Order in the field, using a mobile device or computer to access the internet, in order to not involve the office staff unless a dollar amount threshold is exceeded. For more information on the VPO Process, please visit the BuilderMT website at www.buildermt.com or e-mail info@buildermt.com.

