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Builder Portal VPO



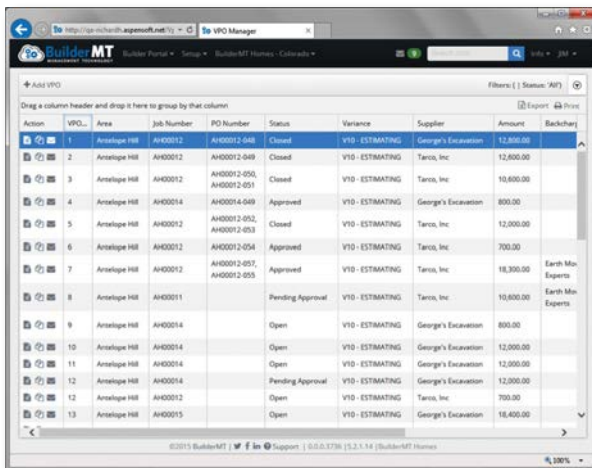
overview

Builder Portal VPO has been designed to allow field staff to request a Variance Purchase Order in the field using a mobile device or computer browser accessing the Internet, in order to not involve the office staff unless a dollar amount threshold is exceeded.

The BuilderMT VPO process uses the powerful cloud based Builder Portal for creating, sending, and approving variance purchase orders on a mobile device, using state-of-the-art web forms and integration with WMS database in real-time.

Builder Portal VPO is being released with two workflow templates; standard and enhanced.

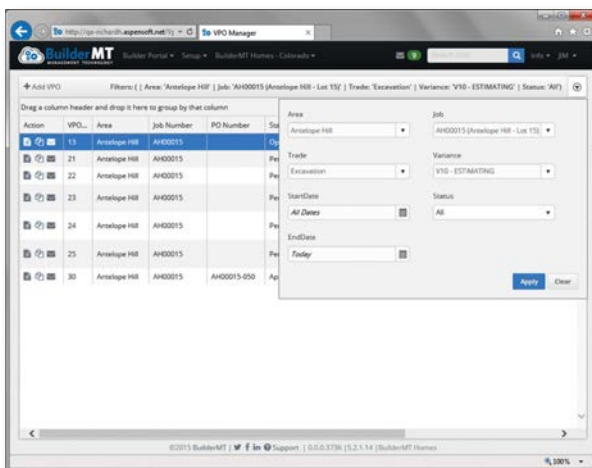
workflow



Drag a column header and drop it here to group by that column

Action	VPO	Area	Job Number	PO Number	Status	Variance	Supplier	Amount	Backlog
	1	Arnelope Hill	AH00012	AH00012-048	Closed	V10 - ESTIMATING	George's Excavation	12,600.00	
	2	Arnelope Hill	AH00012	AH00012-049	Closed	V10 - ESTIMATING	Tarco, Inc	12,600.00	
	3	Arnelope Hill	AH00012	AH00012-050, AH00012-051	Closed	V10 - ESTIMATING	Tarco, Inc	10,600.00	
	4	Arnelope Hill	AH00014	AH00014-049	Approved	V10 - ESTIMATING	George's Excavation	800.00	
	5	Arnelope Hill	AH00012	AH00012-052, AH00012-053	Closed	V10 - ESTIMATING	Tarco, Inc	12,000.00	
	6	Arnelope Hill	AH00012	AH00012-054	Approved	V10 - ESTIMATING	Tarco, Inc	700.00	
	7	Arnelope Hill	AH00012	AH00012-057, AH00012-055	Approved	V10 - ESTIMATING	Tarco, Inc	18,300.00	Earth Min Experts
	8	Arnelope Hill	AH00011		Pending Approval	V10 - ESTIMATING	Tarco, Inc	10,600.00	Earth Min Experts
	9	Arnelope Hill	AH00014		Open	V10 - ESTIMATING	George's Excavation	800.00	
	10	Arnelope Hill	AH00014		Open	V10 - ESTIMATING	George's Excavation	12,000.00	
	11	Arnelope Hill	AH00014		Open	V10 - ESTIMATING	George's Excavation	12,000.00	
	12	Arnelope Hill	AH00014		Pending Approval	V10 - ESTIMATING	George's Excavation	12,000.00	
	13	Arnelope Hill	AH00012		Open	V10 - ESTIMATING	Tarco, Inc	700.00	
		Arnelope Hill	AH00015		Open	V10 - ESTIMATING	George's Excavation	18,400.00	

» Manage VPOs from one management screen



Filters (Area: 'Arnelope Hill' | Job: 'AH00015 (Arnelope Hill - Lot 15)' | Trade: 'Excavation' | Variance: 'V10 - ESTIMATING' | Status: 'All')

Drag a column header and drop it here to group by that column

Action	VPO	Area	Job Number	PO Number	St
	13	Arnelope Hill	AH00015		Op
	21	Arnelope Hill	AH00015		Pe
	22	Arnelope Hill	AH00015		Pe
	23	Arnelope Hill	AH00015		Pe
	24	Arnelope Hill	AH00015		Pe
	25	Arnelope Hill	AH00015		Pe
	30	Arnelope Hill	AH00015	AH00015-050	Ap

Area: Arnelope Hill | Job: AH00015 (Arnelope Hill - Lot 15)
Trade: Excavation | Variance: V10 - ESTIMATING
StartDate: All Dates | Status: All
EndDate: | Today

Apply Clear

» Use the slide-out filter to find VPOs

workflow (cont'd.)

VPO #42 - Additional grading

VPO Details Custom Fields (2) Attachments (1) Task History

Description* Additional grading Variance* VTO - ESTIMATE

Area* Ashtage Hill Trade* Excavation

Job* Ashtage Hill - Lot 15 Supplier* Earth Moving Experts

Address 1515 Clear Trail, Lakewood, CO, 80226 Supplier Contact* Barton Mills

Supplier Invoice Number 89-1287 Backcharge Supplier George's Excavation

Backcharge Supplier Contact Tim Summers

Phase Code	Item Number	Item Notes	Qty	UCM	Cost	Pre-Tax Total
900070000	9999	Fill dirt	100.00	yd	\$0.00	5,000.00
188800001	2020		3.00	ls	3,443.00	10,320.00

Current Task: Approval Level 2

Next Task Approve Deny Cancel

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» Track variances through a specialized

VPO #42 - Additional grading

VPO Details Custom Fields (2) Attachments (1) Task History

Notes
Original survey missed critical grading issue on north side

Priority
High

Current Task: Approval Level 2

Next Task Approve Deny Cancel

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» Create custom fields to store your additional data VPO process

VPO #42 - Additional grading

VPO Details Custom Fields (2) Attachments (1) Task History

Action	File Name	Added By	Date
	Simple_Survey.pdf	Jim Andrews	08/21/2015 5:10 PM

Attach Documents

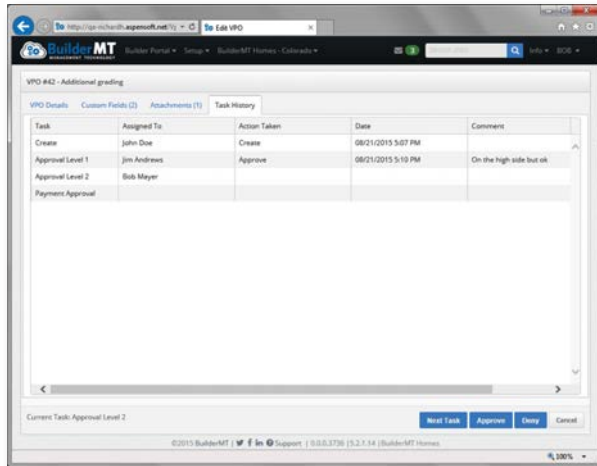
Current Task: Approval Level 2

Next Task Approve Deny Cancel

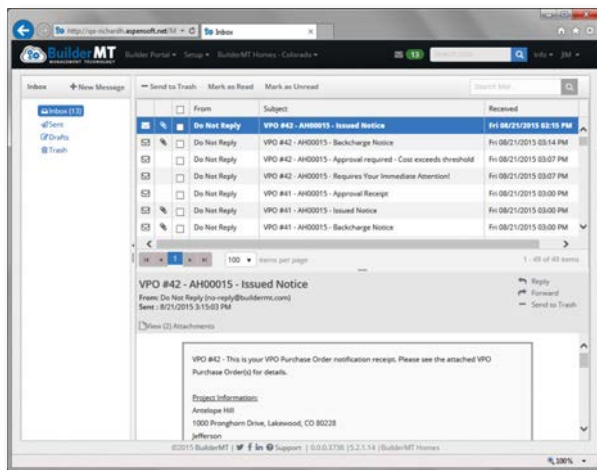
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» Attach documents

workflow (cont'd.)



- » A powerful workflow engine tracks all the tasks. Two workflow templates are available (Standard and Enhanced)



- » VPO taps into our powerful Builder Portal collaboration system

features (in the standard template)

- Constant communication between your suppliers, supers and in-house staff using Builder Portal VPO's Collaboration messaging
- Ability to setup multiple E-mail addresses to use for notifications of routing, reviewing and approving VPOs
- Drop down lists pull company, division, area, vendor and items automatically from the WMS database.
- Ability for One Time Items
 - Dollar amount threshold for automatic approval of VPOs
 - Ability to handle Charge Backs
 - The Creator can see only VPOs which they created
 - The VPO Admin can see all VPOs in the division, which is selected
 - Export/Print feature
- Rules can be applied to the workflow
- Ability to review task history
- It's a flexible process, with a few setup decisions based on your business needs, you can be up and running quickly.

features (in the enhanced template)

- The Super creates a VPO, and if configured, the VPO is internally verified to ensure that the Variance Code is correct.
- If configured, it goes through the approval process (like in the Standard workflow).
- When the VPO is approved, it is sent to the Supplier who then has x number of days to do the work and send back an invoice.
- Once the invoice is approved, at that point, the VPO becomes a Purchase Order in WMS.
- During the 'waiting for invoice' period, there can be a back and forth dialog with the Supplier.
- Then payment can be approved either via the VPO process or via WMS.

summary

Builder Portal VPO can save a builder thousands of dollars in initiating, tracking, approving, completing and paying VPO's. This product was designed by BuilderMT clients who have been struggling with automating this complex process into an easy to use cloud based application.

For more information on the Builder Portal VPO Process, please visit the BuilderMT website at www.buildermt.com or e-mail info@buildermt.com.

