



sage

Construction success:

Paving the way to true collaboration



Collaboration: Making it happen

Most contractors and construction managers understand the value of collaboration. It can lead to faster approvals, tighter timelines, and lower costs. But all too often, collaboration initiatives get pushed to the back burner when urgent matters arise.

Collaboration doesn't have to be an all or nothing proposition. You can start by identifying a few opportunities—such as how to better handle RFIs—in order to achieve your goals.

New technologies can help drive collaboration throughout the many phases of your construction process. This helps put the focus back on project results instead of time-consuming administrative duties.



According to the Sage 2015 construction IT survey, contractors ranked collaboration as their second highest business objective.

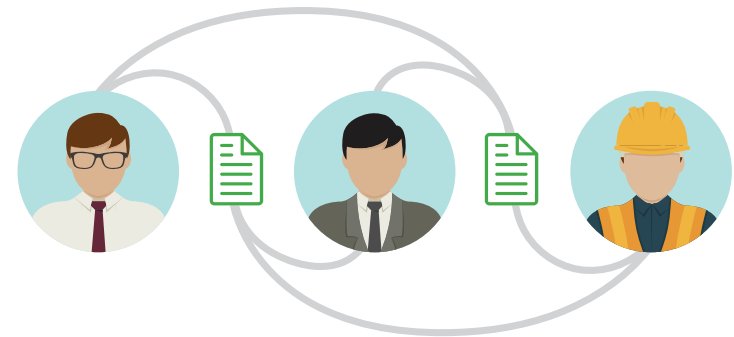


Six ways technology can improve collaboration in construction

1. Bid management
2. Communication
3. Document management
4. Accountability
5. Approvals
6. As-built information

Why collaboration is important

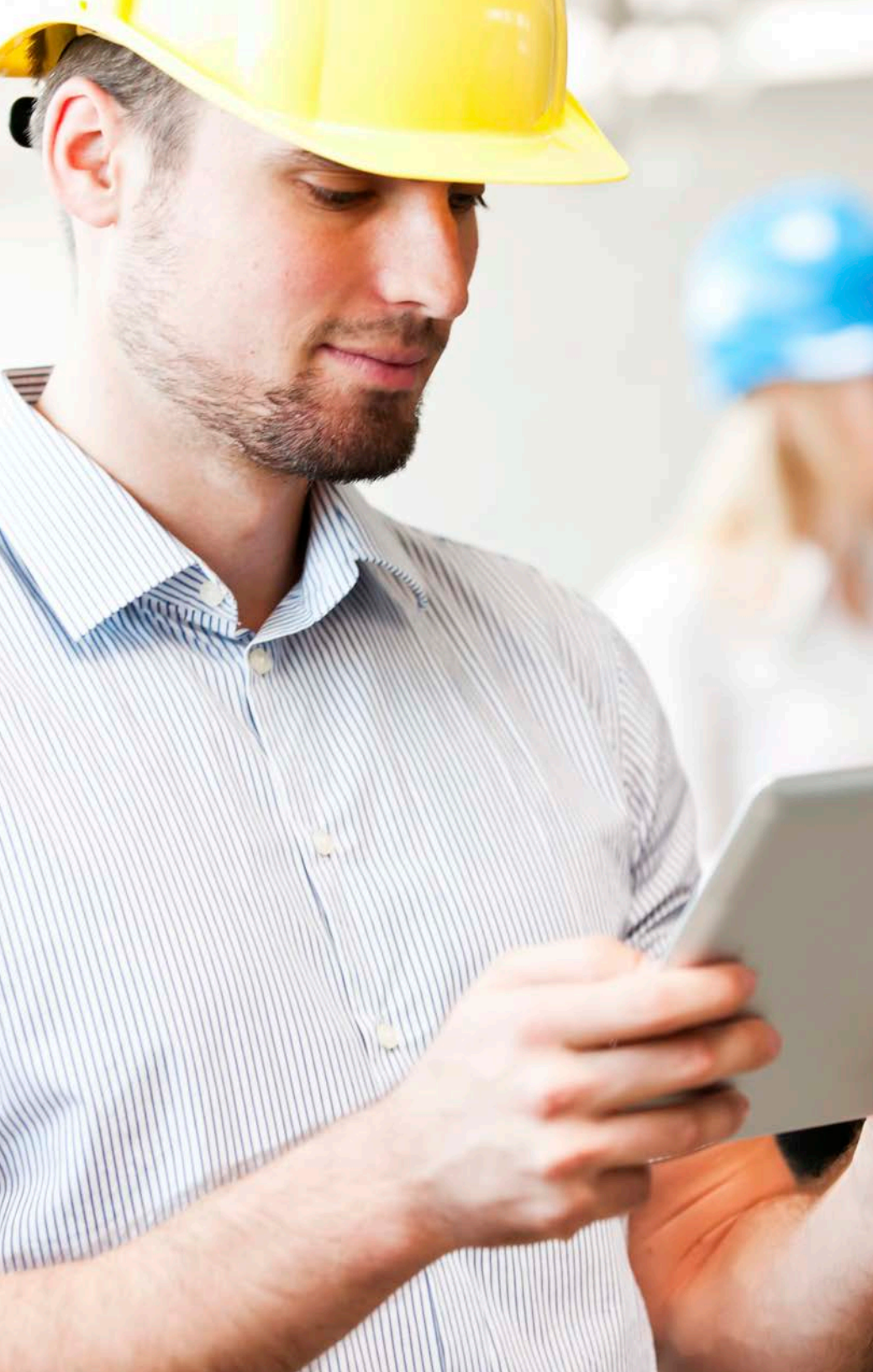
Construction requires many different stakeholders to come together in order to complete a project on-time and on budget. Owners, architects, designers, engineers, contractors, procurement teams, subcontractors. They typically work in their own silos—with their own information and processes—and experience very little interaction with other groups throughout the process.



To encourage better collaboration in the design phase, the AEC industry has adopted Building Information Modeling (BIM) to create a virtual building long before the shovels hit the dirt. By using BIM, the team can identify constructability issues, perform clash detection, and ultimately design better buildings. But collaboration is just as important during the invitation to bid and construction phases of a project.

82% of project owners expect greater owner/contractor collaboration over the next five years.

Source: Climbing the Curve, 2015 Global Construction Project Owner's Survey, KPMG International



Collaborate to: Improve the bid process

Building and managing bidder lists is not an easy task. Nor is tracking the sheer number of back-and-forth communications throughout the process—from scope clarification requests and RFIs to bid proposals and awards.

You can make the process more efficient for everyone by giving estimators, bid coordinators, subcontractors, and material suppliers online access to a centralized bid collaboration hub. Everyone stays in the loop so you can:

- Achieve a higher response rate from bidders.
- Spend less time managing bid details.
- Reduce risk by monitoring items like subcontractor certifications and qualifications.



The real cost of RFIs

Each RFI takes a lot of manpower to process.

Every year, your business can spend:*

- **810 hours.**
- **40% of a full time employee.**

*Studies indicate that it takes 30 minutes on average to process a single RFI. It is estimated that a \$100M contractor will process approximately 1,620 RFIs each year.



Keep everyone in sync

Everyone knows project plans and drawings can change. But it's not always easy to keep track of which contractors have been provided the most current project documentation. That's when the risk of delays, budget overruns, and lawsuits can wreak havoc.

Online collaboration software ensures all stakeholders have timely, convenient access to all types of project-related documents, photos, and plans to avoid confusion. By automating the sharing, distribution, and tracking of all project-related details, you can rest assured tasks are completed according to the latest plans.

- Give all project team members access to documents and transactions from the office or jobsite.
- Provide timely, convenient updates to documents, drawings, and more.
- Collect and secure all project data in one centralized hub with automatic backup.

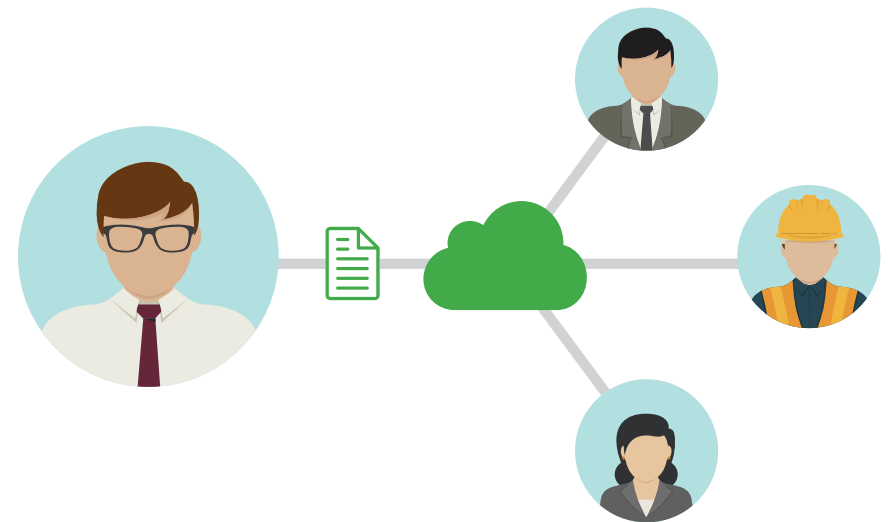


Facilitate an accountable team

It can be difficult to determine what happened on a given construction project—especially when something goes wrong. Too often, time is spent trying to determine who did what rather than everyone taking responsibility for their part in the project in order to keep it moving on time and on budget.

The use of technology helps everyone stay accountable and on track. With automated workflow processes, stakeholders can:

- Assign roles that dictate what team members can do and what they can see within the system.
- Get a traceable record of every action performed with audit trails.
- Reduce confusion and finger pointing.

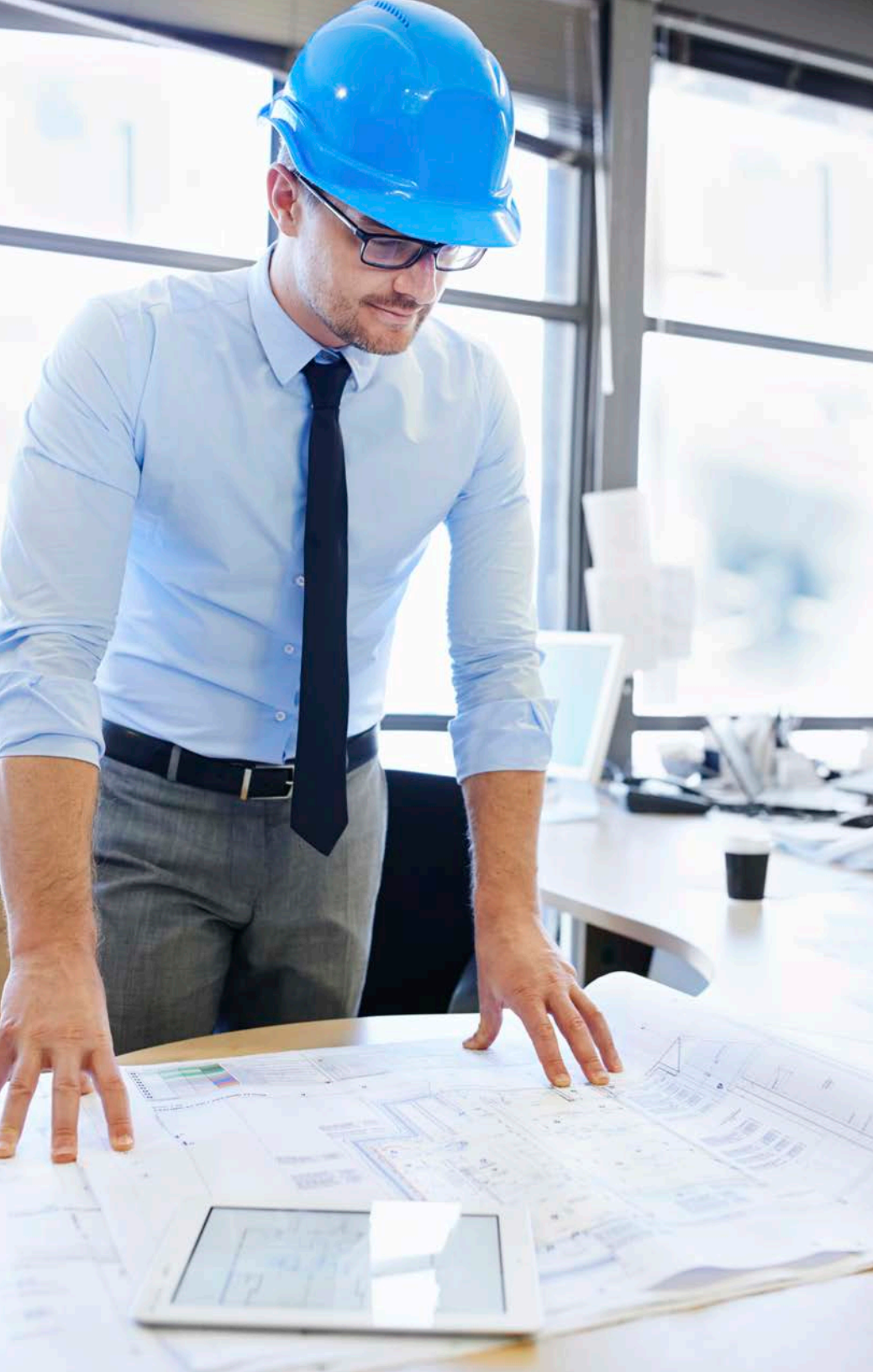


Gain faster approvals

One of the biggest roadblocks to keeping projects on schedule is getting timely approval—especially if it's needed from multiple parties and locations. Collaboration tools help:

- Save time by eliminating the paper chase and wasted effort looking for approval bottlenecks.
- Increase efficiency across the building team with automated distribution and approval processes.
- Make approvals prompt and easier to track so you can build stronger relationships with subcontractors and vendors.





Please owners

Collaboration systems are becoming a must-have demand from owners in today's construction environment. And contractors who are ignoring their value are simply putting their heads in the sand.

In addition to the other benefits we've discussed, collaboration systems also make it easier for you to provide as-built data that can be accessed through a BIM model. This information is extremely valuable to owners who can use it to improve their ongoing maintenance during the operational phase of a building.



Build a collaborative culture

One of the biggest roadblocks to collaboration can be your own company culture. It's critical to knock down the barriers between you and your project partners and find ways to bring all team members together.

Construction company owners can lead the way by creating a collaborative culture within their own business. Focus your efforts on these key elements:

- 1. Trust.** Team members are honest and respect one another. There is a willingness to find a common solution, despite a difference in opinion.
- 2. Open communication.** Communication happens often, and misunderstandings are cleared up quickly.
- 3. Accountability.** Everyone steps up and takes responsibility for commitments they make to the team. Finger pointing isn't allowed.

A recent study by the Construction Industry Institute found statistical support for the notion that mutual trust can help reduce project costs.

Source: Construction Industry Institute



What you should look for in collaboration software

Today's construction environment is fast paced and document intensive. In order to keep up, you need to choose the right technology to meet your needs. Here are four keys to success:

- 1. Is easy to use and access.** For collaboration to work, everyone has to be on board. The solution must be easy to access and use—or no one will use it.
- 2. Keeps project managers on top of the details.** Dashboards make it easy for project managers to see what's going on—from budget overruns and delays, to changes, commitments, and project costs—so they can take action swiftly and confidently.
- 3. Provides roles by job.** Roles should be more than just permission setting for documents. They should also govern the actions each person can take throughout the project process.
- 4. Eliminates double entry.** Integration with accounting and other project management systems is necessary so that staff only has to enter information such as change orders once.

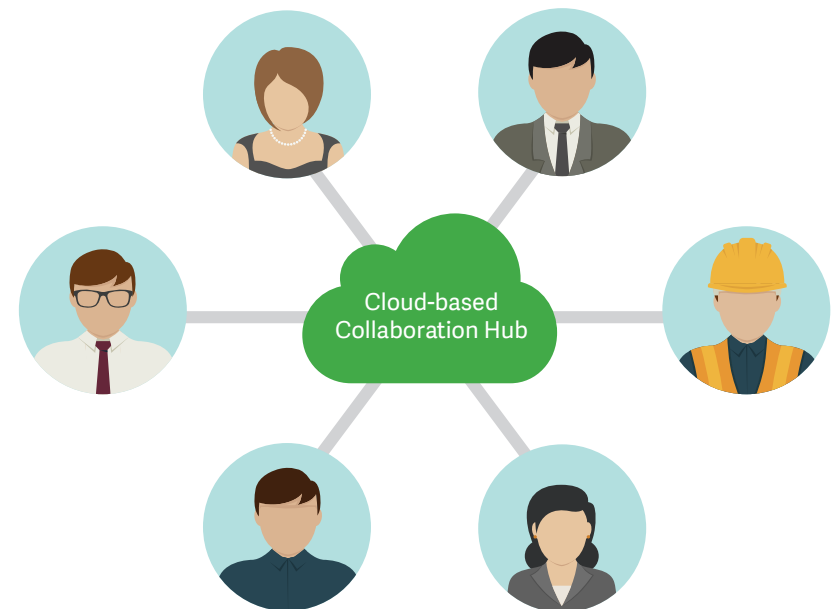


Collaborate with Sage

Cloud-based software technology is making it easier than ever before to collaborate. Sage offers project collaboration software to help you streamline project and document management tasks throughout the preconstruction and construction phases of your projects.

For over four decades, Sage has been the industry leader in construction and real estate, keeping projects moving with job-ready software. From estimating to finances to projects to field to service to property, our products cover all phases of construction.

Check out [Sage Bid Management](#) and [Sage Construction Project Center](#) to learn more about collaboration technology.





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