

Specialist Surfacing Limited - An Overview

1 INTRODUCTION, EXISTING SYSTEMS AND DESIGN CONSIDERATIONS

1.1 Introduction

Specialist Surfacing Limited is a large privately owned Surfacing and Minor Civil Engineering Contractor with offices in Scunthorpe and Wakefield founded in 1982 by Derrick Hunt which together with Britcon (Engineering and Fabrication) and Coldmac (Slurry-seal and other thin treatments) form the Hunt Group.

1.2 Existing Systems

Up until the late 90's Specialist Surfacing were using a number of manual and spreadsheet based systems with considerable data re-input, problems in presentation and the ever present possibility of errors in calculations.

Purchase Orders and Planning Sheets were manually raised for each contract and invoicing was undertaken using a template in a Word Processor.

Enquiry, Estimate and Contract Registers were maintained manually and there was very little in the way of Management Reports.

1.3 Proposed System

Programs developed by Online Systems are designed to the requirements of the individual client and do as much or as little as the client requires.

In 1999 Specialist Surfacing approached Online Systems to design an integrated database program which would operate across a network of computers to provide information to all Departments from Estimating to Accounts to replace this diverse collection of part systems. It was implicit in the design to use any information collected during one stage to feed into the next and to make use where possible of standard information to reduce typing, improve consistency and enhance presentation. As the company operated from more than one site it was essential for the database to be viewed over the Internet.

It was important to ensure that the information gathered during the estimating, contracting and accounting stages was made easily available in the form of structured management reports to help control the growth of the business. It was vital to ensure that the database could be both used and administered by existing staff without any need to recruit specialist I.T. Staff.

Following a period of consultation a design was developed to cover the stages described overleaf.

1.3.1 Enquiry - To Price or Return

It was decided to log all enquiries and to record the Client, Title of Works, Received Date and Due Date as part of the QA Procedure. All Enquiries would be given a unique number and would be priced or returned with an automated "We Regret" letter.

1.3.2 Estimate - Pricing and Producing a Quote

Information gathered during the Enquiry process would be used to create the Estimate. The existing manual Make-up sheet was to be replaced by a computer based alternative which would arrive at a set of rates using information held in a library of labour, plant and material prices.

Extensive re-pricing options were required to include changing material prices, amending gangs, adjusting overhead and profit per item and across the entire estimate. Once priced, a completed multi-section bill of quantity, together with a letter containing standard terms and conditions, would be returned by post, fax or e mail without the need for secretarial involvement.

1.3.3 Contract - Daily Sheets and Costing

The existing manual Daily Sheet was to be replaced by a computer based alternative which would allow the labour, plant and material requirements to be planned for the following day. The quantity and rates in the Daily Sheet would be updated on completion to arrive at a Daily Cost.

Information gathered during the Enquiry and added to during Estimating would be used to create these Daily Sheets and produce the Contract Costs.

1.3.4 Contract - Purchase Orders

The existing book of Purchased Orders were to be replaced by a computer based alternative which would allow material and hired plant to be ordered by post, fax or e mail without the need for secretarial involvement.

1.3.5 Contract - Invoices Applications and Standard Letters

The existing Word-processor templates for Invoices, Applications and Standard Letters were to be replaced by a computer based alternative.

This alternative would make extensive use of information entered during previous stages to provide the text and measures would be used to provide the quantities in the invoice.

1.3.6 Contract - Management Reports

Extensive Management Reports on turnover, success cost and profitability would also be required.

2 WHY CHANGE FROM THE SPREADSHEET

Many people start their systems with a spreadsheet but, as the system becomes larger and more complex, the spreadsheet becomes more and more difficult to work with.

There are many advantages to using a Database. Here are just a few:

- A Database can contain a virtually unlimited number of records while most spreadsheets have a limited number of rows. Most estimating spreadsheets are used to price a single estimate and on completion of a print are discarded. A database can contain on file thousands of estimates and provide comprehensive reports on turnover by client, type of work etc.
- Data input can be controlled much better in a database through the use of field rules. This means fewer input errors - especially when new employees or temporary help are involved. Most spreadsheets are developed by a user for the user and have little in the way of data validation or protection. Overtyping of formulas by data can lead the occasional user to make serious errors.
- Data input can often be easier, faster, and more versatile through the use of lookup lists and lookup tables. The database library allows data to be validated and default values for prices automatically inserted.
- Multiple report formats can easily be created for the same data without physically re-sorting or rearranging any data. Many applications have 50 or more different reports and some number in the hundreds. While a spreadsheet might carry out the calculations accurately it will not generate a quotation letter with prices and terms and conditions directly from the data.
- Reporting capabilities are much more powerful and formats can generally be more complex. Sorting and filtering of data for viewing, editing, and reporting is much easier and more powerful than with a spreadsheet. A database can contain on file thousands of estimates and provide comprehensive reports on turnover by client, type of work etc.

The most important benefit of a database is the use of valid historical data contained in a library to ensure prices are both accurate and consistent.

3: OPERATION OF THE SYSTEM

3.1 The Switchboard

The system is written as a series of forms and reports that are accessed from a main menu or 'Switchboard' as shown below.



3.1.2 Forms

Forms are used to enter, manipulate and view information entered into the database.

Where information is picked from lists held in a library the list can be added to directly by double clicking any of the yellow boxes to show a direct entry form.

3.1.3 Reports

Reports are used to print information stored in the database to the screen from which it may be physically printed, faxed or emailed to the recipient.

| Specialist Surfacing Limited | | SF.02 Rev .1 |
|---|---------------------------------|--------------|
| ESTIMATING FORM AND CHECKLIST - SURFACING | | |
| Enquiry : 11 - E24294 Client : May Gurney (Construction) Limited Date : 25/10/2005 | | |
| Address : Trowse Norwich NR 14 8SZ | Contact : | |
| | Telephone : 01603 727272 | |
| | Fax : 01603 632804 | |
| | Mobile : | |
| Visit Date : | | |
| Site : Walcot Road, Alkborough | | |
| Brief Description of Works : | | |
| Site Visit Report if Required : | | |
| 1. Site Access : | | |
| 2. Falls / Gradients : | | |
| 3. Site Conditions : | | |
| 4. Site Restrictions : | | |
| 5. Site Sketch : | | |
| 6. Machine Lay % : | Hand Lay % : | |
| 7. Specifications : | A. | |
| | B. | |
| | C. | |
| | D. | |
| 8. Drawing Rec'd : | | |
| 9. Water Available: | | |
| 10. Special Requirments : (ie programme, number of visits, traffic control) | | |
| Any Other Comments : | | |
| Signed : | | |
| <small>HB Site Sketch on rear of form</small> | | |

4 LOGGING AN ENQUIRY AND PRODUCING AN ESTIMATE

The first stage in the creation of an Estimate is to select Enquiry Pricing and enter the information into the Enquiry Book as shown below:

The screenshot displays the 'Enquiry Book' software interface. At the top, the title bar reads 'Enquiry Book'. The main form contains the following fields:

- From Enquiry ID:** [Dropdown]
- Office:** EAST | Specialist Surfacing Limited
- Enquiry No:** E 25477
- Site:** Sandtoft C202 Motorway Over-bridge
- Received By:** E-MAIL | **Received On:** 23/05/2006 | **Returned On:** 23/05/2006
- Area:** NLINCS | **Sector:** SURFACING | **Status:** PRICED
- Priced By:** ASJ | Andrew Jackson | **Position:** Estimator
- Prepared By:** CH | Clare Heatherington | **Position:** Office Administrator

Below these fields are tabs for Client, Details, Materials, Bills, Letter, and Terms. The 'Details' tab is active, showing:

- Client:** C CONST LT
- Name:** Clugston Construction Limited.
- Address:** Highways Alliance, Brigg Road, Scunthorpe, North Lincolnshire, DN16 1AX.
- Contact Name:** Mr Roger Snell
- Telephone:** [Field]
- Fax:** [Field]
- Mobile:** [Field]
- E-Mail:** [Field]
- Salutation:** Dear Roger
- Default:** 0.00
- Material:** 0.00
- Labour:** 0.00
- Internal:** 0.00
- External:** 0.00
- SubCon:** 0.00
- Other:** 0.00
- Overhead & Profit:** 10.00
- Due By:** 23/05/2006

At the bottom, there are buttons for 'Preview Estimating Form', 'Summary', 'Preview Bill', 'Preview Items', 'Preview Letter', and 'Preview Fax'. A 'Reference (Enquiry ID)' field shows 589. The status bar at the very bottom indicates 'Record: 556 of 561'.

Once the information has been entered into the Enquiry a decision is required whether to price or decline.

If the Enquiry is to be declined a standard “We Regret” letter is produced as shown overleaf which is printed onto letter-headed paper for posting.

Alternatively, this letter may be faxed or emailed directly from the computer if required.

If the Enquiry is to be priced and a visit to gather information is necessary an Estimating Form Checklist is printed out as shown overleaf.

Specialist Surfacing Limited

SF.02 Rev .1

ESTIMATING FORM AND CHECKLIST - SURFACING

| | |
|---|---|
| Enquiry : 11 - E24294 Client : May Gurney (Construction) Limited Date : 25/10/2005 | |
| Address : Trowse Norwich NR 14 8SZ | Contact : |
| | Telephone : 01603 727272 Fax : 01603 632804 Mobile : |
| | Visit Date : |
| Site : Walcot Road, Alkborough | |
| Brief Description of Works : | |
| Site Visit Report if Required : | |
| 1. Site Access : | |
| 2. Falls / Gradients : | |
| 3. Site Conditions : | |
| 4. Site Restrictions : | |
| 5. Site Sketch : | |
| 6. Machine Lay % : | Hand Lay % : |
| 7. Specifications : | A. |
| | B. |
| | C. |
| | D. |
| 8. Drawing Rec'd : | |
| 9. Water Available: | |
| 10. Special Requirments : (e programme, number of visits, traffic control) | |
| Any Other Comments : | |
| Signed : | |

IB Site Sketch on rear of form

As can be seen from the Enquiry Book it is possible to put a contribution on the Material, Labour and Plant etc within each item or a contribution across all the costs in an item.

Once the basic details have been input the bill sections are then defined using the following form.

Enquiry Book

From Enquiry ID : 0 Office : EAST Specialist Surfacing Limited Enquiry No : E 25122

Site : St John Road, Buxton:

Received By : FAX Received On : 08/02/2006 Returned On : 09/02/2006

Area : DERBY Sector : SURFACING Status : PRICED

Priced By : LJC Lynton Credland Position : Assistant Estimator

Prepared By : CH Clare Heatherington Position : Office Administrator

Client Details Materials Bills Letter Terms

| Bill | Description |
|---------|-------------|
| PHASE 1 | Phase 1: |
| PHASE 2 | Phase 2: |
| * | |

Record: 1 of 2

Preview Estimating Form Summary Preview Bill

Preview Items Preview Letter Preview Fax

Reference (Enquiry ID) : 164

Record: 193 of 561

All materials used in the estimate are first declared with the appropriate suppliers and prices as below.

Enquiry Book

From Enquiry ID : 0 Office : EAST Specialist Surfacing Limited Enquiry No : E 25122

Site : St John Road, Buxton:

Received By : FAX Received On : 08/02/2006 Returned On : 09/02/2006

Area : DERBY Sector : SURFACING Status : PRICED

Priced By : LJC Lynton Credland Position : Assistant Estimator

Prepared By : CH Clare Heatherington Position : Office Administrator

Client Details Materials Bills Letter Terms

| Material | Description | Supplier | Density | Rate |
|------------|------------------------|----------|---------|--------|
| 55/14 H | 55% 14mm HRA Hardstone | DEFAULT | 2.3500 | £48.50 |
| 20 DB BC L | 20mm DB BC Limestone | DEFAULT | 2.2700 | £36.50 |
| 28 DB RB L | 28mm DB RB Limestone | DEFAULT | 2.2700 | £35.80 |
| 55/14 SURF | 55% 14mm Steelsurf ASF | STEEL | 2.7700 | £45.00 |
| 20 DB BC S | 20mm DB BC LWS | STEEL | 2.4060 | £34.00 |
| 28 DB RB S | 28mm DB RB LWS | STEEL | 2.4060 | £33.50 |
| 55/14 H | 55% 14mm HRA Hardstone | LAFARGE | 2.3500 | £50.00 |
| 20 DB BC H | 20mm DB BC Hardstone | LAFARGE | 2.3500 | £36.50 |
| 28 DB RB H | 28mm DB RB Hardstone | LAFARGE | 2.3500 | £36.00 |

Record: 1 of 12

Summary Supplier Prices Supplier Details Supplier Change Notes

Preview Estimating Form Summary Preview Bill

Preview Items Preview Letter Preview Fax

Reference (Enquiry ID) : 164

Record: 193 of 561

Once the bill items have been entered the tonnages are reviewed and the appropriate gangs are selected to undertake the work. The estimate may be viewed as a whole and gang days allocated or gang days may be allocated against individual items.

The following form is used to enter the basic details of the item which include the item code, specification, gang, unit and quantity. The gang labour and plant elements are added automatically.

Using the library any elements of external plant, subcontract or other material are added to derive the prime cost.

Items in Enquiry : E25152 Bill : No Sections

Item : 1 Specification : 1E+2E Name : 28 RB, 20 BC Unit : M2

Name : Provide lay and roll 80mm average consolidated thickness of 28mm nominal size dense base (roadbase) macadam, followed by 60mm average consolidated thickness of 20mm nominal size dense binder course macadam, all to BS. 4987.

Gang : 7.M/L GANG Description : 7 Man Machine Gang Unit : DAY Days : 5.00

Quantity : 4500.00

Material | Labour | Internal Plant | External Plant | Subcontract | Other | Summary

| Material | Description | Supplier | Density | Area | Thickness | Tonnes | Rate | Extension |
|-----------------|----------------|----------|---------|---------|-----------|--------|---------|------------|
| 20 DB BC B | 20mm DB BC BFS | DEFAULT | 2.2260 | 4500.00 | 50.00 | 500.85 | £35.00 | £17,529.75 |
| 28 DB BC B | 28mm DB BC BFS | DEFAULT | 2.2260 | 4500.00 | 80.00 | 801.36 | £34.00 | £27,246.24 |
| * | | | 1.0000 | 4500.00 | 0.00 | | £0.00 | |
| Totals : | | | | | | | 1302.21 | £44,775.99 |

Record: 1 of 2

Material | Labour | Internal | External | SubCon | Other | Transport

Record: 4 of 4 (Filtered)

Items in Enquiry : E25152 Bill : No Sections

Item : 3 Specification : 3C Name : 10 SC Unit : M2

Name : Sweep the existing (but not jet sweep)Apply a sltck coat then provide, lay and roll 25mm average consolidated thickness of 10mm nominal size close graded surface course macadam, to BS. 4987.

Gang : 7.M/L GANG Description : 7 Man Machine Gang Unit : DAY Days : 2.00

Quantity : 4500.00

Material | Labour | Internal Plant | External Plant | Subcontract | Other | Summary

| Plant | Description | Days | Rate | Extension |
|----------------|--------------------|------|---------|-----------|
| EST AD165 | Dynapac 135 Roller | 2.00 | £60.00 | £120.00 |
| EST AD100 | Bomag 100 Roller | 2.00 | £50.00 | £100.00 |
| EST BOB BB | Bobcat Bkt/Brush | 2.00 | £80.00 | £160.00 |
| EST PICKUP | Pickup | 2.00 | £30.00 | £60.00 |
| EST PAVER | BB630/650/670 | 2.00 | £180.00 | £360.00 |
| * | | 2.00 | £1.00 | |
| Total : | | | | £800.00 |

Record: 1 of 5

Material | Labour | Internal | External | SubCon | Other | Transport

Record: 2 of 4 (Filtered)

Items in Enquiry : E25152 Bill : No Sections

Item : 1 Specification : 1E+2E Name : 28 RB, 20 BC Unit : M2

Name : Provide lay and roll 80mm average consolidated thickness of 28mm nominal size dense base (roadbase) macadam, followed by 60mm average consolidated thickness of 20mm nominal size binder course macadam, all to BS. 4987.

Gang : 7.M/L GANG Description : 7 Man Machine Gang Unit : DAY Days : 5.00

Quantity : 4500.00

Material | Labour | Internal Plant | External Plant | Subcontract | Other | Summary

Transport
Men : 2400.00 Plant : £750.00

Comments

| | Gross | +/- % | +/- £ | Nett |
|---------------------|-------------------|-------------|--------------|-------------------|
| Material : | £44,775.99 | 0.00 | £0.00 | £44,775.99 |
| Labour : | £4,900.00 | 0.00 | £0.00 | £4,900.00 |
| Internal Plant : | £2,000.00 | 0.00 | £0.00 | £2,000.00 |
| External Plant : | £0.00 | 0.00 | £0.00 | £0.00 |
| Sub-Contract : | £0.00 | 0.00 | £0.00 | £0.00 |
| Other : | £0.00 | 0.00 | £0.00 | £0.00 |
| Transport : | £1,150.00 | | | £1,150.00 |
| Total : | £52,825.99 | 0.00 | £0.00 | £52,825.99 |
| Overhead & Profit : | | 10.00 | | £5,282.60 |
| Additions : | | | | £0.00 |
| Total Cost : | | | | £58,108.59 |
| Unit Rate : | | | | £12.91 |

Material Labour Internal External SubCon Other Transport

Record: 4 of 4 (Filtered)

The library maintains a database of supplier prices. If any of the above prices are changed items containing the material are adjusted as appropriate.

The cost of transport, additions and percentage overhead and profit are added to calculate the total cost and unit rate.

This process is repeated for each item in the estimate. Once the estimate is complete material and gang summaries are available to give the total tonnage, gang days, labour and plant resources.

Summary of Items in Enquiry : E25152

| | Gross | +/- % | +/- £ | Nett | Gang | Days |
|-------------------------|--------------------|-------------|--------------|--------------------|-----------------------|----------------|
| Material : | £92,687.31 | 0.00 | £0.00 | £92,687.31 | 7 Man Machine Gang | 10.00 |
| Labour : | £10,150.00 | 0.00 | £0.00 | £10,150.00 | NO GANG | 0.00 |
| Internal Plant : | £4,000.00 | 0.00 | £0.00 | £4,000.00 | | |
| External Plant : | £0.00 | 0.00 | £0.00 | £0.00 | | |
| Sub-Contract : | £500.00 | 0.00 | £0.00 | £500.00 | | |
| Other : | £2,430.00 | 0.00 | £0.00 | £2,430.00 | | |
| Transport : | £2,300.00 | | | £2,300.00 | | |
| Total : | £112,067.31 | 0.00 | £0.00 | £112,067.31 | Total Days : | 10.00 |
| Overhead & Profit : | | 10.00 | | £11,206.73 | | |
| Additions : | | | | £0.00 | | |
| Tender Sum : | | | | £123,274.04 | | |
| BOQ Sum : | | | | £123,295.50 | | |
| Tonnes per Day : | | | | 267.45 | Total Tonnes : | 2674.54 |

| Material | Tonnes |
|----------------|---------|
| 10mm CG SC BFS | 250.43 |
| 20mm DB BC BFS | 500.85 |
| 28mm DB BC BFS | 1923.26 |

The format of the letters and faxes including terms and conditions are controlled by the form below:

Enquiry Book

From Enquiry ID : 0 Office : EAST Specialist Surfacing Limited Enquiry No : E 25152

Site : Lakeside, Scunthorpe

Received By : LETTER Received On : 14/02/2006 Returned On : 15/02/2006

Area : NLINCS Sector : SURFACING Status : PRICED

Priced By : ASJ Andrew Jackson Position : Estimator

Prepared By : CH Clare Heatherington Position : Office Administrator

Client Details Materials Bills Letter Terms

Header : 07
Thank you for your kind invitation to submit a quotation for the above works.

Footer : 08
This quotation is based on the conditions below and I trust you will find it of interest, however, should you require any further information please do not hesitate to contact me.

Inc BOQ : END Included at the end Show Section Total Show Estimate Total

Conditions :

| Code | Description |
|------|------------------------------------|
| C001 | Fixed price for three months. |
| C006 | Conditions of contract applicable. |
| C007 | No retentions allowed. |
| C003 | Subject to final measurement. |

Record: 1 of 8

Preview Estimating Form Summary Preview Bill

Preview Items Preview Letter Preview Fax

Reference (Enquiry ID) : 210

Record: 224 of 561

Enquiry Book

From Enquiry ID : 0 Office : EAST Specialist Surfacing Limited Enquiry No : E 25152

Site : Lakeside, Scunthorpe

Received By : LETTER Received On : 14/02/2006 Returned On : 15/02/2006

Area : NLINCS Sector : SURFACING Status : PRICED

Priced By : ASJ Andrew Jackson Position : Estimator

Prepared By : CH Clare Heatherington Position : Office Administrator

Client Details Materials Bills Letter Terms

Terms :

| Code | Description |
|------|---|
| 01 | Our Terms and Conditions shall be deemed to be incorporated into any contract arising from this or any quotation, and no other Terms and Conditions which would conflict vary, qualify or negate any of our Conditions, will be accepted unless agreed in writing by our Company. |
| 02 | Any order arising out of our quotation is subject to the written acceptance of Specialist Surfacing Limited. |
| 03 | Our quotation is Not a fixed price unless agreed otherwise. |
| 04 | Our quotation is open for acceptance for one month. |

Record: 1 of 24

Append Standard Terms

Preview Estimating Form Summary Preview Bill

Preview Items Preview Letter Preview Fax

Reference (Enquiry ID) : 210

Record: 224 of 561

5 CONTRACTING, DAILY SHEETS, PURCHASE ORDERS AND INVOICES

Once an estimate has been marked as Status = WON the information contained within it is available in the CONTRACTING Module.

The CONTRACTING Module Switchboard is shown below:



The Contract Book contains the following information and allows the production of an order acknowledgement letter.

The Purchase Order contains the following information and allows the printing, fax or email of the Order.

Purchase Orders

Reference : 414 Enquiry No : E 24713 Contract No : E 6578 Purchase No : 1706

Site : Willington Close, Mablethorpe

Order Number : 414-E6578/1706 Date Ordered : 15/05/2006 Date Required : 16/05/2006

Ordered By : MH Michelle Howden Position : Co-Ordinator

Supplier Delivery Order Lines

HUMB MAT L

Name : Humberstone Material Laboratory

Address : 7 East Cross Street
 Kirton in Lindsey
 North Lincolnshire
 DN21 4DT

Contact Name : Mick Green/Colin Driver
 Telephone : 01652 640295
 Fax : 01652 640295
 Mobile :
 E-Mail :

Preview Order View Enquiry Reference : EAST Specialist Surfacing Limited 709

Record: 44 of 723

Purchase Orders

Reference : 414 Enquiry No : E 24713 Contract No : E 6578 Purchase No : 1706

Site : Willington Close, Mablethorpe

Order Number : 414-E6578/1706 Date Ordered : 15/05/2006 Date Required : 16/05/2006

Ordered By : MH Michelle Howden Position : Co-Ordinator

Supplier Delivery Order Lines

| Description | Unit | Quantity | Price | Amount |
|---|-------|----------|-------|--------|
| ▶ NDM Testing @ 10.00 - 1hr only | LITRE | 1.00 | £0.00 | £0.00 |
| Laying Tarmac Santon 20mm BC & 6mm DBSC | | | | |
| * | | | | |
| Total : | | | | £0.00 |

Record: 1 of 1

Preview Order View Enquiry Reference : EAST Specialist Surfacing Limited 709

Record: 44 of 723

The Daily Sheet contains the following information and allows the production of a Daily Sheet Print for the Supervisor.

Daily Sheet

Date : 26/04/2006 Year : 2006 Week : 17 Day : WEDNESDAY

Reference : 467 Enquiry No : E 23155 Contract No. : E 6088

Site : Faldingworth Community School [View Purchase Orders](#)

Client : BRITCON Name : Britcon Limited On Date : 26/04/2006

Location Labour Materials Other Materials Internal Plant External Plant Subcontract Miscellaneous Transport Summary

| Code | Name | Unit | Qty | Rate | Cost | Qty @ Times | Supplier & Qty |
|------|--------------------------------|------|------|-------|----------------|-------------|----------------|
| | Gully: Ticket 2011135 | EACH | 1.00 | 17.58 | £17.58 | 1 | DRAINAGE 1.00 |
| | Double Coupler: Ticket 2011135 | EACH | 1.00 | 2.45 | £2.45 | 1 | DRAINAGE 1.00 |
| | UPVC Bend: Ticket 2011135 | EACH | 2.00 | 5.29 | £10.58 | 2 | DRAINAGE 2.00 |
| | Hinged GR&FR: Ticket 2011135 | EACH | 1.00 | 18.40 | £18.40 | 1 | DRAINAGE 1.00 |
| | | | | | Total : | £49.01 | |

Record: 1 of 4

Labour Material Other Internal External SubCon Misc Transport Reference : EAST Specialist Surfacing Limited 507

Record: 1 of 6

[Preview Daily Sheet](#) [Preview Daily Costings](#)

Record: 478 of 1092

Daily Sheet

Date : 26/04/2006 Year : 2006 Week : 17 Day : WEDNESDAY

Reference : 467 Enquiry No : E 23155 Contract No. : E 6088

Site : Faldingworth Community School [View Purchase Orders](#)

Client : BRITCON Name : Britcon Limited On Date : 26/04/2006

Location Labour Materials Other Materials Internal Plant External Plant Subcontract Miscellaneous Transport Summary

| Code | Name | Unit | Qty | Rate | Cost | Qty @ Times | Supplier & Qty |
|--------|-------------------------|-------|------|-------|----------------|-------------|----------------|
| ZPART | Part Loads | TN | 0.00 | 7.00 | £0.00 | | |
| ZSPLIT | Split Loads | EACH | 0.00 | 25.00 | £0.00 | | |
| ZWAIT | Waiting Time / Dayworks | HOURL | 0.00 | 40.00 | £0.00 | | |
| | | | | | Total : | £0.00 | |

Record: 1 of 3

Labour Material Other Internal External SubCon Misc Transport Reference : EAST Specialist Surfacing Limited 507

Record: 1 of 6

[Preview Daily Sheet](#) [Preview Daily Costings](#)

Record: 478 of 1092

The Sales Document contains the following information and allows the production of an Invoice, Application or Credit Note.

Sales Documents

Reference : Enquiry No : Contract No :

Site :

Document Type : Name :

Order Number : Doc Number : Tax Point :

Client: Document Text | Document Lines | Summary

P HUGHES

Name :
 Address :

Contact Name :
 Telephone :
 Fax :
 Mobile :
 E-Mail :

Reference :

Record: of 199

Sales Documents

Reference : Enquiry No : Contract No :

Site :

Document Type : Name :

Order Number : Doc Number : Tax Point :

Client: Document Text | Document Lines | Summary

| Item / Heading / Description | Unit | Quantity | Rate | Extension |
|--|---------------------------------------|----------|---------|-------------------|
| <input type="text" value="NONE"/> Material Grading Analysis. | <input type="text" value="LUMP SUV"/> | 1.00 | £200.00 | £200.00 |
| <input type="text" value="NONE"/> Core Testing. | <input type="text" value="LUMP SUV"/> | 1.00 | £975.00 | £975.00 |
| Total : | | | | £15,320.50 |

Record: of 6

Reference :

Record: of 199

Sales Documents

Reference : Enquiry No : Contract No :

Site :

Document Type : Name :

Order Number : Doc Number : Tax Point :

Client: Document Text | Document Lines | Summary

Notes

| | | |
|-------------------------------|-----------------------------------|---|
| Document Lines Total : | | <input type="text" value="£15,320.50"/> |
| Less | <input type="text" value="0.00"/> | % Discount : <input type="text" value="£0.00"/> |
| Less | <input type="text" value="0.00"/> | % Retention : <input type="text" value="£0.00"/> |
| | | Less Previous : <input type="text" value="£0.00"/> |
| Plus | <input type="text" value="0.00"/> | % VAT : <input type="text" value="£0.00"/> |
| Amount to Pay : | | £15,320.50 |

Reference :

Record: of 199

6 MANAGEMENT REPORTS

The database can produce an almost endless list of reports.

Some typical reports are listed by name below.

Contract Reports



Specialist Surfacing (Eastern)



- Contract Register Print
- Contract Cost Print
- Document Register Print
- Client Register Print
- Success Print
- Next Page >>
- Previous Page <<

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Contract Reports More



Specialist Surfacing (Eastern)



- Material Print
- Other Print
- Labour Print
- Internal Print
- External Print
- SubContract Print
- Miscellaneous Print
- Previous Menu <<

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