



BSD CostLink®/CM - version 2.0 really connects

BSD CostLink/CM version 2.0 introduces a raft of new features making it faster to use, easier to connect, and more flexible in reporting. CM now sports an alternative "reference mode" allowing you to attach a reference database or project so you can quickly drag-drop without the processing associated with copying data. A new LinkMan menu lets you export a project work breakdown structure (WBS), including tasks and resources, to Primavera's P3 or export a summary hierarchy (with resources) to Microsoft's MPX format.

CM 2.0 also introduces a whole new portrait-oriented, executive-style report series (figure 1). Not only that, but CM exposes Seagate Crystal Reports data definition files that you can use to either customize the provided reports or build your own custom reports. Reports constructed using these files can tap the power, features and dialog switches of the native CM reports dialog.

And CostLink/CM now supports easy-to-use, auto-assignment of contractor-based markups using the CSI-formatted tag provided by almost all commercial and government databases. You can use the same auto-assignment command to restructure an estimate using a Uniformat systems breakdown (or other structure) into a separate CSI Masterformat breakdown for alternative or comparison reporting. CM now supports base bid, additive and deductive bid

alternate reporting, along with a "percent of parent" display both on-screen and in executive reports.



Figure 1: Markup Tail on Direct Summary Reports in Portrait mode.

Reports

Executive reports are now available in portrait orientation encompassing features that are not available in the landscape reports. Detail Reports, Project Notes, Direct, Indirect and Owner Summary Reports are available. These reports display a summary of the

See CM version 2.0, page 4

BSD SpecLink®/+ Update

The 32-bit version of BSD SpecLink (SpecLink/+) is behind schedule but making good progress. We have added new capabilities to the beta software, including add, move, and copy section. We also have implemented user links between paragraphs. However, there are still some missing functions that must be completed before Version 1.0 can be released. The ability to insert user choices and the ability to create user links to and from choices have not been completed, and the software still lacks the submittals reports that are featured in the current 16-bit software.

We received a limited amount of feedback from customers on the beta version we included on the Winter 1999/2000 and Spring 2000 CDs.

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Estimating Government Jobs Using MCACES

SpecLink/+
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For over 12 years BSD has been developing cost estimating software for the U.S. Army Corps of Engineers licensed under the name MCACES (Micro-Computer Aided Cost Engineering System). The Corps requires MCACES formatted estimates on the majority of their design and construction contracts. A large number of BSD's cost estimating customers use the CostLink and Composer commercial products to produce both commercial and government cost estimates, eliminating the need to learn and maintain two separate systems for their commercial and government needs.

BSD's CostLink/CM software is equivalent to the M32 (MCACES 32-bit technology) software currently in limited use by the Corps. CM's predecessor, CostLink, is the equivalent of the original MCACES for Windows (MFW) software, able to seamlessly transfer estimates from the commercial version to the government version without translation. The CostLink software (and MFW) shared a common file format with the Composer Gold (and MCACES Gold) software so those files can also be exchanged from the DOS to the Windows platform, again without any translation. Two users, on separate platforms, can even access and work on the same estimate at the same time.

BSD's original marketing plan included the development of software designed to fill a known need in the industry for an easier interface for contractors working with the US Army Corps of Engineers mainframe estimating system, CACES. The original COMPOSER software, developed at private expense, was used in December 1983 to prepare the

first ever CACES estimate using a microcomputer. In December 1986, BSD site-licensed COMPOSER 2 to the U.S. Army Corps of Engineers District in Savannah for their CACES needs. In 1989, COMPOSER Plus was selected by the US Army Corps of Engineers as Microcomputer-based CACES (MCACES) and was licensed for worldwide use.

After that, MCACES GOLD (Composer Gold) was selected as the detail quantity takeoff module and cost estimating system for the Corps, and the cornerstone of the TRACES System by the Department of Defense. In 1996 Composer and MCACES were moved to the Windows platform and released as BSD CostLink commercially and MCACES for Windows (MFW) for the government. The latest software, CostLink/CM (M32) uses a true 32-bit Windows technology, an Access database file format, and employs powerful new features such as alternate estimate hierarchies in the same estimate, a database query capability, and expanded layout and reporting options.

BSD provides training and support options for Corps' contractors. Training attendees receive a certificate of completion and certification in the MCACES software, a requirement in many Corps districts. BSD's support staff consistently receives rave reviews such as "quick response times and dependability have been invaluable" (LinkLine Spring 2000). Since the release of the CM software, BSD no longer schedules the CostLink (MFW) training on a regular basis. If you have a Corps contract that requires an earlier version of the MCACES software, contact BSD to arrange for training.

Users like the new look and feel of the software, especially the ability to edit text directly in the document panel instead of in a separate edit window. Other features commended are the ability to insert tables, the ability to change fonts in the middle of a paragraph, and the totally new *Compare Projects* feature. Compare Projects allows users to show the differences between projects or between different versions of a project. The feature should be especially helpful for issuing addenda, since the differences between the current text and the original document are shown clearly by underlining added text and striking through text that has been deleted. Users also like the ability to insert photos or diagrams in the Project Notes that can be attached to any paragraph.

We did receive some negative feedback on the beta software, and the biggest concern is the operating speed. Compared to the 16-bit version, some operations take significantly longer. The reduced speed is attributable primarily to the higher overhead associated with the WYSIWYG interface. For example, users can now alter content by inserting variable fonts and turning off paragraph numbering for selected paragraphs (e.g., when a table is inserted). Such capabilities require additional memory, so the software runs slower. On the bright side, however, our programmers are now working on optimizing the software to improve the speed. By the time the software is released later this year, any speed differences between the 16-bit and 32-bit should be insignificant.

The updated beta version of SpecLink+ has not been included on the Summer 2000 CD due to space considerations, however any current customer who is interested in participating in a formal beta test of the 32-bit product should contact us for information on how to obtain a copy.



Q&A

SpecLink

Q I started editing the model project PROFBLDG to make it an office master for our office building projects. I had quite a lot of selections and additions made when I got my quarterly update and installed it. It overwrote my project!

A The SAMPLE and PROFBLDG projects are installed automatically. This is why we recommend that you copy the model projects to your own naming convention before you start to make edits. From the File menu select Copy Project. Select the model project you want to use from the *Copy From Project* window and then enter your own project name in the *Copy To Project* window.

Q Do I need to select all of the paragraphs available in a section to print them out and redline?

A No, there are two easy options for reviewing master text: Draft Copy and Master Draft. From the File menu select Print and you will see these two options. A Draft Copy is the complete text and notes of the master and all the changes made to it by the user, whether the text has been selected for the project or not. Draft copy is intended for review and manual mark-up and does not indicate which text is selected for the project. A variation of draft copy is Master Draft Copy, consisting of just BSD master text without user changes.

Q I have a very old spec that I want to reuse as the starting point of a new spec. I clicked on New Project and selected the old project as the source and entered the new project name. I then got the message "Applying Master Updates..." with the three options. My question is: is it applying the updates to my new project or my old?

A The new project you are creating will be marked or updated by the option you select. The old project will not be affected.

! Did you know? In the course of looking at a customer's project on a different issue, one of the support staff noted that the user had been excluding all the sections not desired in the project. This is not necessary, it takes a lot of time, and it actually makes your project files larger. Only sections that you selected (either directly or by a green link from a related section) are included in your project. Only selected sections will be printed or exported when you choose to print or export your project. The same thing is true of paragraphs within the selected sections — only selected paragraphs will print. Sections and paragraphs included in the project always appear on a white background. Text on a gray background is not included in your project and will not be printed. You can think of this "gray background" text as other options available to you that you've chosen not to use. For a clearer view of the sections and the text that will actually print as part of your project, click on the *Compact View* button on your toolbar. In Compact View, all unselected text (text on a gray background) is concealed. You will see only the sections and paragraphs currently included in your project.

Q Why do I sometimes get a paragraph that is still "gray" even after I have selected it to be included? I have an "X" in the box.

A The first thing to check is to make sure that all the parent titles are also selected. For instance, if you have selected a Level 3 paragraph, the Level 2 and Level 1 paragraphs above it must also be selected (many times links turn these on automatically). If the parent titles are selected and the level 3 paragraph is still gray, then select Refresh Section Links from the Tools menu. This will fix any links which have somehow gotten "crossed".

Q I am trying to enter text into a "Fill-in the Blank" field but it won't all go in.

A There is a limit of 254 characters in a fill-in. If you need it to be longer, then add a user-added paragraph and copy the text from the original paragraph. Then you can add your fill-in text. Note: 254 characters is a BIG fill-in.

Q How can I see a page count without printing each of my sections?

A Print Preview has the same effect of generating page counts, without requiring you to print the sections.

CostLink/CM (M32)

Q How can I apply the city indexes found in the R.S. Means books to my estimate? I've been using the Means databases I bought with CM to create my estimate.

A First thing to do is to create a markup field for an area adjustment. Open the Project Summary screen, switch to the Select Fields tab, and then click on the Field/Group called Adjustments and Taxes. There are 5 user-definable fields

See Q & A, page 5

LinkLine

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costs for each folder and can also display unit cost, quantity, and “percent of parent” for each folder.

One of the new report options is the ability to add text to the footer. There are also two new fields available: Project Number and Project Size. The Project Size field calculates a unit cost for the entire project.

Custom Reports

The Custom Reports Tab is now available. To modify the existing reports or to create new reports, you need to have a license for Crystal Reports version 8.0. Once a report has been modified or created, it is run from the Custom Reports tab. The new report name is displayed automatically in the Custom Reports window thereafter. You can later decide to remove the report from the list. The report name is simply removed from the window; the report itself is not deleted. BSD can create or modify reports for you on a consulting basis. If you are interested in a custom report, call 1-800-266-7732 for an estimate.

Alternates

You now have the ability with portrait reports to designate certain Level One folders as Alternates, which can be additive or deductive. When you click on the Use Level One for Base Cost and Alternates option, the software uses the first Level One folder and all of its costs as the Base Bid, and each other Level One folders as separate Alternates.

Assign Tasks to Hierarchy

This feature takes the place of the Assign Tasks to CSI function that was previously available on the Tools menu. The Assign Tasks to Hierarchy feature can be used to automatically assign tasks from your Project WBS to any other primary view in your project and is available on the LinkMan menu.

The most common use for the Assign Tasks to Hierarchy is to automatically

assign your Project WBS tasks in your Project CSI View. Tasks in your Project WBS with Source Tags that start with the first two characters of the standard 16 CSI divisions are resorted into the proper folders of your Project CSI View. A default folder structure for the Project CSI View is supplied in the default project template.

Export Schedule Tasks

You can now create Microsoft Project .MPX files and Primavera P3 Project files. These files include the folders for whichever Primary Hierarchy that you choose to export. If you are using Crews to calculate your Labor and Equipment costs, the Crews are also exported as a resource in your project files.

Reference Data Resources

There are now two different ways to handle resources such as Labor, Equipment, and Material costs. Version 1.0 incorporated resources into the Project database so that each project was self-contained. The new alternate method in version 2.0 allows you to reference these resources from an external database and keep them stored outside the project. Benefits and considerations to each method are discussed below.

1) Copy Resources into Project

This is the default method of operation. When you choose this method, the resources from the external database used to build the estimate are copied into the project database and the resulting finished project database has all the resources (Crews, Laborers, Equipment, Materials, Vendors, etc.) that are used in that project. Although this method is slower while building the estimate, it makes repricing the project easier. This may be preferable in multi-user situations when you need to change prices for each estimate.

Benefits:

- The project is a self-contained database. If you need to send your project to someone, you can compress the project database alone and send only one database.

- All changes made in the resource view of the project affect that project only.
- When changing resources such as a laborer’s hourly rate, or repricing to an external library or database, the process will typically be quicker.
- The Usage Tabs in the Resource View will display the folders within the Project WBS where the resources are in use.

Considerations:

- Drag and Drop is slower because all the resources are being copied into the project.
- Your projects will typically be larger when they include all the resources.

2) Referencing Data Resources

When you choose this method, resources are not copied into the project database but instead are referenced from the external database.

Benefits:

- Drag and Drop will be much faster.
- Projects will not be as large.

Considerations:

- If you need to send your project outside the office, you will need to remember to send the referenced database also.
- If you switch the project’s reference to a different external database, you will lose the ability to reprice any resources that are not contained in the second reference database.
- When you make changes in the Resource View of a “referenced” project, you are actually changing the database that you are referencing, not the project itself. This means that if you are referencing a database in a multi-user situation, you will be changing the database for all users, and changes can take more time.

Along with all these new features CM 2.0 is faster in many areas (the new reports are particularly quick) and more reliable on all operating platforms including Windows 2000. We encourage users to try these new features and if you are not a user yet... what are you waiting for?

available. Select the first and name it whatever you want. Many times the area adjustments vary by CSI code, so it is advisable to apply this adjustment in the CSI View of the estimate. Switch to CSI View, highlight the title or line item you want to adjust, and then click on the Open Markups Dialog button (looks like a pencil). Click on the Adjustments tab and then move the pointer to the Adjustment line. Here you can enter a description and a percentage markup.

Q We recently upgraded from CostLink (16-bit) to CostLink/CM. We were using CostLink to develop cost estimates for the U.S. Army Corps of Engineers. Our Corps District says that they are still using Mcaces for Windows (MFW). Can we use CM to develop MFW formatted estimates?

A No, CM is not backward compatible to CostLink (16-bit) or MFW. It uses an entirely new Microsoft Access based database system, which is incompatible with the old dBase databases used by both CostLink and Composer Gold. If your Corps office has not implemented M32 in their district yet, We would recommend that you continue to use the CostLink software for those jobs. Any commercial or military estimates created in CostLink or MFW can be imported into the CM or M32 software at a later date. (For more information

on this, see the article "Estimating Government Jobs Using MCACES" on page 2 of this newsletter.)

! Warning: Some people who have recently loaded the latest edition of Primavera Expedition have temporarily disabled CM. If this happens to you, just call technical support and they will tell you the simple fix to get up and running again.

CostLink (MFW)

Q I have a cost item in my estimate and I am trying to change just the equipment unit cost. But every time I reprice my estimate, the unit cost changes back.

A If that cost item uses a crew to calculate its unit labor and equipment cost, and your estimate is set to Crews with Auto-Reprice, then repricing will always use the crew composition, labor and equipment rates to calculate the current unit costs. If you just want to change the equipment cost on that one item, you can delete the crew from the line item. If you want to be able to adjust the unit costs of all the line items in your estimate independent of crews, then you can change your estimate type to Unit Cost – No Crews in the Summary Info screen.

Q How do I get the whole description to print for my line items? I'm only getting one line.

A From the File menu select Reports Setup and then select

the Edit Detail Report tab. Here you can specify that you want to Show Notes. This can be just for detail items or for title notes also.

Q I have entered detailed overhead line items under the Prime Contractor's Overhead Items title, but they are not printing on my Detail cost report.

A There are several ways to calculate overhead costs: as a percentage of running cost, as a percentage of direct cost, as an amount or computed from entered overhead cost items. Even though you entered the line items in the correct place in the estimate, you probably forgot to change the Overhead method to Compute. Open the item form for the Prime Contractor and make sure that the method is set as Compute. You can also view the calculated overhead percentage and amount on the item form.

Q Is there a way to see a rollup report of all the labor used on my project?

A Yes, from the File menu select Report Setup. On the Select Reports tab you can check each of the many available reports that you want to print. Crew, Labor, and Equipment Backup Reports are available at the bottom of the box. If those boxes are grayed out, it is because your estimate type is set as Unit Cost – No Crews. Change the estimate type to Crews with AutoReprice or Crews with Reprice Key (on the Calculation tab) and the boxes will become available.

Q It looks like some of my titles do not have the correct totals. What's going on?

A It may be that a cost override has been applied to a title that effectively "overrides" the total of the line items below it. To easily see where a cost override has been used, look at the outline panel in the upper left-hand side of the screen. A yellow price tag is displayed under the column Ovrd at every place an override has been used.

2 Tradeshows Still To Go!

CSI Expo Atlanta, GA June 22 - 24
You can sign up on-line at www.csinet.org

AACE Annual Meeting Calgary, Canada June 25 - 27
You can sign up on-line at www.cost.org

About Your SpecLink Update

BSD SpecLink Statistics:

690 sections total (253 updated, or 36 %)
429 non-proprietary sections (4 new sections)
261 proprietary sections (15 new sections)
1397 external documents referenced (610 verified in the last quarter, 70 updated, 15 obsolete)
164 standards developing organizations total (57 verified in the last quarter)
2162 building product manufacturer listings
130,055 paragraphs total
119,620 internal links between paragraphs

New Generic Sections:

04720 - Architectural Cast Stone (Cast stone for exterior and interior use)
07152 - Lead Waterproofing (Sheet lead waterproofing for concealed installation; protection board)
07162 - Crystalline Waterproofing (Positive and negative side application; seals by forming crystals in capillary pores of concrete)
08120 - Aluminum Doors and Frames (Flush and tubular aluminum doors and frames, primarily for interior use)

New Proprietary Sections:

03900 - Concrete Rehabilitation (Polytite Manufacturing Corporation; repair and patching of deteriorated concrete)
04090 - Masonry Accessories (Polytite Manufacturing Corporation; laminated copper flashings and accessories)
04900 - Masonry Restoration and Cleaning (PROSOCO; cleaners, restoration treatments, strippers and water repellents)
06400 - Architectural Woodwork (SierraPine Limited; formaldehyde-free fiberboard trim, paneling, shelving, and casework)
07240 - Exterior Insulation and Finish System (Omega Products; Akroflex Class PB)
07241 - Exterior Insulation and Finish System, Class PB (Omega Products; Akroflex Plus Class PB, with cementitious barrier coat under insulation)
07243 - Direct-Applied Exterior Finish System (Omega Products; Akroflex Akro-Gold DEF System)
07321 - Concrete Roof Tiles (Vande Hey-Raleigh; roof tiles for severe and mild climates)
09225 - Insulating Stucco (Omega Products; Diamond Wall Insulating Stucco)
09383 - Slate Tile (Echeguren Slate, Inc.; natural slate flooring, including setting materials and grout)
09960 - High-Performance Coatings (DuPont; interior and exterior coatings for severe and moderate exposures)
09962 - Floor Coatings (Sonneborn/ChemRex; polyurethane and epoxy coatings)
09964 - Elastomeric Wall Coatings (Sonneborn/ChemRex; elastomeric coatings)
09966 - Anti-Carbonation Elastomeric Coatings (Sonneborn/ChemRex; coatings to retard diffusion of carbon dioxide into substrate to protect reinforcing steel from corrosion)
12498 - Solar Control and Safety/Security Film (Film Technologies; field-applied clear, tinted, reflective, and colored films)

ARCAT PROPRIETARY SECTIONS:

If you've been a subscriber for a while you've probably noticed that from time to time some of the proprietary sections are no longer available. That's because our agreement with The Architect's Catalog (ARCAT) to use their sections in SpecLink requires us to remove those that are no longer available from ARCAT. Unfortunately, some manufacturers choose not to renew their agreements with ARCAT. That's why the total number of sections in SpecLink sometimes goes down, rather than up.

Fortunately for you, if one of your SpecLink projects includes one of these discontinued sections, the section will not disappear. When you update that project to the new master, the removed section will be converted automatically to a user-added section and saved in the project. You can copy the section to your office master project and use it just like any other user-added section. There is just one precaution you should take: since the updating process will convert the section automatically, you may not realize that's what has happened and

consequently not realize that the section is not being updated any more. What's more, sometimes a manufacturer decides at a later date to renew his ARCAT specification. In that case, you could end up with a project that has two versions of that manufacturer's specification—one an out-of-date user-added version and the other the newly updated version.

If you have been using a particular proprietary section that has been removed, let the manufacturer know you've noticed. As a specifier, your feedback is especially significant to them. If there is a particular product or product line you would like to have included in SpecLink, let the manufacturer know about it too. For example, quite a few of the paint specs in ARCAT/SpecLink are there because SpecLink users told the manufacturers they wanted their specs included. If you need a quick way to explain it all, tell them to e-mail us at SUPPORT@bsdsoftlink.com for our complete explanation of the process.

Also New

New Project Checklist

New on the Summer Quarter CD is a project checklist file in word processing format that you can use to track completion of sections. All SpecLink sections are listed on it, plus some commonly used sections in Division 0, like the Seals Page and List of Drawings. There is also space to add your own sections, whether created in SpecLink or in word processing. The file is CHECKLIST.rtf and is located in the SPEC_DOC folder. This file is intended to be edited by you to correspond to your practice and then printed for each new project. It can be used by Word and WordPerfect for Windows, but not by WordPerfect 5.1 for DOS.

Are Outline Specs Right For You?

The decision whether to use an outline spec or a conventional full-length spec is critical. The use of an outline spec in the wrong situation may be more dangerous than preparing a poor full-length spec. Don't let the pressure of time convince you that outline specs are appropriate when they are not.

Preparing an outline spec using SpecLink is both similar and different from using word processing. Use the SpecLink sections as your checklist—select only the product specs you need. **For a complete description of a process to prepare a concise set of outline spec documents, please call or email BSD Technical Support.**

REMINDER

Notice of Subscription Price Change: Effective May 1, 2000, all multi-user subscription renewals will be invoiced on the basis of the actual number of concurrent users installed, instead of a fixed price. To receive a quotation or to adjust your firm's number of concurrent users, please contact your sales representative at 1-800-BSD-SOFT.



Introducing Cathi Greenwood, BSD's newest trainer and member of the software support staff.

Training

"Giving someone a software manual and saying, "Learn this program" is the equivalent of handing someone a copy of a Voltaire novel and a French/English dictionary and saying "Please translate this novel".



Continuing Education

Every one knows that training improves your skills and opens your mind to new ways of working efficiently. It can also help you keep your license!

Many states require engineers, architects, and other professionals to demonstrate a Continuing Professional Competency (CPC) through a specified list of activities, including continuing education. In many cases, job related training courses may be used to meet CPC requirements.

For instance, the North Carolina Board of Examiners for Engineers and Surveyors (www.ncgels.org) requires 15 Professional Development Hours (PDH) during a renewal period. PDH's can be earned by: completion of college courses; continuing education courses; correspondence, televised, videotaped, audiotaped, or other short courses/tutorials; presenting or attending seminars, in-house courses, workshops, or professional or technical presentations made at meetings, conventions or conferences; authoring published papers, articles, or books; active participation in professional or technical societies; patents; or

authoring exam questions accepted for use in the national engineering or land surveying exams. Determination of credit depends upon the activity. For instance, credit for seminars and workshops is based on one PDH unit for each hour of attendance. The registrant has the responsibility of maintaining records to be used to support credits claimed, for instance a log showing the type of activity claimed, sponsoring organization, location, duration, instructor's or speaker's name, and PDH credits earned; and attendance verification records in the form of completion certificates, or other documents supporting evidence of attendance .

BSD offers software courses that qualify for continuing education credit, and we issue completion certificates that provide documentary evidence of attendance and course length. CPC requirements vary by state, so please check with your state licensing board or professional society for their specific requirements. Two useful sites to refer to:

NSPE - National Society of Professional Engineers - www.nspe.org
AIA - American Institute of Architects - www.aiaonline.com

Training Schedule

BSD SpecLink

1-1/2 day \$395

*June 19 - 20
July 17 - 18
August 28 - 29
September 18 - 19
October 23 - 24
November 13 - 14
December 11 - 12*

- ***Class attendees earn 12 AIA Learning Unit Hours, all of which qualify for HSW hours.***

BSD CostLink/CM (M32)

3-1/2 days \$1095

*June 13 - 16
July 11 - 14
August 22 - 25
September 12 - 15
October 17 - 20
November 7 - 10
December 5 - 8*

- ***Government Contractors earn Mcaces Certification.***
- ***May qualify for Continuing Professional Competency credits.***

You can now look for BSD class schedules on our internet site. Just go to www.bsdssoftlink.com and go to the training page. You will find schedules, maps, hotel information, and information

about Atlanta.



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