

SOFTWARE

For Cleaning Professionals

Computerizing your business or department is no longer just a wave of the future. It is fast becoming a necessity for survival in today's fast changing and competitive environment. With proper implementation, computerization provides immediate access to accurate information for making decisions, increasing efficiency, improving profitability and controlling costs.

Computerization of your scheduling, organizing, marketing, accounting and other management functions must be carefully planned and implemented to be useful and effective.

If you need assistance in analyzing your specific needs or selecting the appropriate software or hardware, Wm R. Griffin, President, Cleaning Consultant Services, Inc., is familiar with the fine points of each program and is available to answer your questions.

All software programs are WINDOWS/DOS compatible. Demo disks for most programs are available for a nominal fee of \$25.00.

COMPUTER SERVICES

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SERVICE BUREAU

Our Service Bureau allows you the benefits of computerization without the cost of staff, training, or software & hardware purchases. This service is an excellent way to begin the computerization process with limited risk and cost. For a reasonable fee, we will take your data, enter it into the appropriate program on our computers and generate the reports, records, schedules, calendars or mailing lists that you need. We guarantee in writing that your data will be maintained in strict confidence. If you wish to purchase software later, your information is already entered, up-to-date and can easily be transferred to your computer programs.

ON-SITE SERVICES

Program structure and set-up are important aspects of computerization. Decisions need to be made regarding how all of the information about your organization needs to be organized and input into a software program. If you want to computerize your cleaning department or company but don't have or want to develop the staff or expertise at this time, our Service Bureau can assist you on-site to gather and input the required information about your staff and facilities. This can range from helping you identify which software package is most appropriate to gathering, inputting and managing data. This service will assure that the reports generated are accurate and provide useful information that can be used to monitor various aspects of the department and as a basis for decision-making and change.

Our services can include training one or more members of your staff on how to gather & input data, operate the program and update information so that, in the future, you can get the reports that you desire. Our goal is to provide you with a service package that fits your needs and your budget. We will provide whatever level of service that you would find most useful for a long or short-term basis.

Budget Analysis

Are your costs too high, too low or in-line with industry standards? Our Budget Analysis Service can answer those questions with facts and figures. This service can also provide guidance on how to cut costs, improve quality and organize staffing schedules in the most efficient manner possible.

You fill out the forms, our analysts input the data and provide you with detailed reports showing your actual production rates and costs. The Budget Analysis will also provide an executive summary showing how you compare with industry standards for your type and size of facility. Budget analysis is available for the following services:

- General Cleaning
- Restroom Cleaning
- Hard & Resilient Floor Care
- Special Areas & Services
- Carpet Care
- Periodic Duties

Other Software Services Include:

- Preparing bids & estimates from your square footage measurements and cleaning specifications
- Creating work schedules and assignments based on your personnel records and job requirements
- Developing mailing lists, standardized letters and marketing profiles from your client and prospect lists
- Performing quality assurance audit inspections to verify that services are performed/ meeting written specifications and occupant expectations
- Building accounting reports from your financial records

These are only a few examples of the many reports that our service bureau can provide to assist you in improving your operation. We prepare all reports according to your requirements. Thus, you get the information that you need in a form you can understand and use.

Bidding and Estimating Software

BidPro

- Walk-Through Worksheets
- Sample Cover Letters
- Easy to use Bid Forms
- Four Bid Methods to Choose From



Product Code: SBP Price \$249.00

If You Have Questions, Call Me at 206-682-9748; I Have the Answers. 17

SOFTWARE

CONTRACTOR'S COMPANION

This Windows-based software program is easy to use, yet powerful enough to deliver results. Baselines tasks and time required to clean buildings by day, month and year. Reports cost per square foot, employee productivity and staffing requirements.

Prints area floor plans. Estimates labor costs. Prints all reports to screen or printer. Utilizes a calendar that compensates non-work days, estimates labor costs for building and generates customer fiscal periods.

Product Code: SCI • Price: \$395.00

CLEANING BUSINESS MANAGER

Become more organized and profitable. If you're not using the correct computer software designed for the cleaning industry, then you're wasting time and money. Originally designed for carpet cleaning companies, Cleaning Business Manager is perfect for any cleaning company that works on a regularly scheduled basis: window washing, pressure washing, house cleaning, contract janitorial, etc. Performs: scheduling, tracking invoices, room size calculations, restoration estimating, expense and equipment tracking and automatically prints letters and mailing labels.

Product Code: SPM • Price: \$597.00

EXECUTIVE TOOLKIT

With Rimrock Technologies, you get the power of a software system designed specifically for the building service executive at an affordable price! Executive Toolkit is a suite of five modular applications designed to add a new level of productivity to any building service operation. Developed for Microsoft Windows 3.1 and Windows 95 operating systems, all applications offer an easy-to-use graphic interface and extensive on-line help features.

1) SCHEDULE PRO:

Full-featured workloading and scheduling application for cleaning companies to determine how much time should be budgeted by using daily and periodic schedules.

Product Code: SSPR • Price: \$249.00

2) SAFETY PRO:

A tool to train employees and to implement and maintain safety and health programs. Includes a sample Hazard Communication Program and a Bloodborne Pathogens Program. These programs can be modified to ensure compliance with both state and local laws. MSDS information can be entered, stored and printed for spray bottles.

Product Code: SSP • Price: \$249.00

3) WORK ORDER PRO:

The premiere work order and complaint tracking software system for the building service industry.

Product Code: SWOP • Price: \$249.00

4) INVENTORY PRO:

A great tool to track general supplies, building supplies and equipment. Inventory Pro knows. With this program, you know when you're understocked and when you have overstock.

Product Code: SIP • Price: \$249.00

5) BID PRO:

A step-by-step guide through the bidding and estimating process. Prints easy to use data forms for the walk-through, then uses the data to prepare a bid based on price per square foot, per hour, or any combination. Can also factor in overhead, flat dollar amounts or percentages and other considerations.

Product Code: SBP • Price: \$249.00

TELEPHONE TIME KEEPING:

Now you can keep track of all your employees' time charged to a job. Comes with real voice messaging, caller ID tracking, remote time clock interfacing, multilingual caller interfacing, and industry standard voice mail.

Product Code: SATM • Price: \$2895.00

CUSTODIAL MANAGER'S COMPANION

This is the most versatile and powerful program on the market today for the custodial manager. It is ideal for in-house cleaning departments of all sizes in hospitals, schools, factories and for contract cleaners as well. You can scan in photos of equipment, employees, buildings and floor plans. The program tracks the cost of labor and supplies, production rates, cost per sq. ft., scheduling, and detailed employee training information.

Product Code: SCA • Price: \$4,450.00

SUPER ACE

Ideal for schools, hospitals and institutional settings. Determine precisely how many custodians are required daily, weekly, and for periodic cleaning routes. Document custodial performance. Print cleaning schedules for posting. Compute how long it should take to clean. Generate inspection checklists to document performance. Produce a professional cleaning manual. Establish preferred work methods and quality control standards. Analyze "what if" scenarios and the impact on staffing or levels of service. Adjust a time standard and globally update all routes. Establish preferred work methods and quality standards.

Comes with 12 months of free phone support.

Product Code: SACE • Price: \$1,995.00

WINDOW WORKS

Window Works is a DOS-based program designed to help a window washing company ranging from 1-12 work crews manage its customers, time, and resources. It will allow you to take control of your customer's information and your scheduling. Operate at maximum efficiency with these time saving tasks.

Product Code: SWW • Price: \$185.00

Inspector's Companion

Inspect your facilities in the simplest way possible- Use a Palm-connected Organizer. This Windows-based software lets you download inspections to a Palm Handheld and walk your facility collecting inspection data. Then, simply upload Inspections back to your desktop and print results.

Product Code: SIC • Price: \$750.00

INSPECTOR PRO

This professional report writing software is specifically designed for carpet and floor-covering inspectors. Inspectors are looked upon as investigators in their field. An easy-to-use, fill in the blank type format makes it fast and accurate. Comes with standard letters, phrases, definitions, spell check and the names and numbers to all major mills. To be successful, your reports must be professional. Computerizing will cut your time in half from traditional report writing.

Product Code: SIPP • Price: \$639.00

TRACK ON...

"Track on..." is a document tracking tool that can be used for electronic catalogs, material safety data sheets, literature sheets, technical bulletins, price lists, parts list and much, much more.

Product Code: STO • Price: \$50.00

SPEAK CLEANING IN SPANISH

Language barriers on a cleaning worksite are not just frustrating; they can be costly or even deadly. Speak Cleaning in Spanish software for your PC can help. The program features eight audio/ visual lessons that allow you to hear correct pronunciations of English/ Spanish words and phrases that are specific to the cleaning industry; interactive tests to measure your progress; and printable, customized translation reference cards for use on the job. Help to eliminate on-the-job communication errors and costly mistakes with Speak Cleaning in Spanish. **Available on CD only.**

Product Code: SSC • Price: \$345.00

FACILITIES MAINTENANCE SOFTWARE (SPMMS 2020)

School Preventive Maintenance Management System is a complete facilities, grounds, equipment and vehicle maintenance management and job control system designed specifically for school and college use. SPMMS is used by the maintenance manager to 1) document, plan, schedule and monitor maintenance work; 2) organize the flow of information; and 3) provide management reports relating to backlogs, progress, problems, work status, material and labor costs, employee and accounting data. The program also allows printing of work orders as the work becomes due, tracking of reminders & equipment maintenance, and much more.

Product Code: S2020 • Price: \$8,000-\$14,000

DEMO DISKS AVAILABLE

for select programs (\$25.00)
Call 206-682-9748