

# Managing Purchase/Work Orders and Associated Costs / Lists of PO/WO's / Tracking Signed PO/WO's

Task Menu	
<a href="#">View CHS Setup Steps</a>	
<a href="#">Job Budget, Bids, Costs</a>	
<a href="#">Job Status, Scheduling (J)</a>	
<a href="#">Purchase Orders (PO)</a>	

To Print Lists of Purchase/Work Orders, to Track signed PO/WO's, AND to review PO/WO's compared to Actual Costs, there is a Purchase/Work Order Management window that will be described in this Help document.

Purchase/Work Orders and Vendor Costs	
<a href="#">07-Purchase Orders for Selected Job (Add/Edit)</a>	
<a href="#">08-PO/WO's and Actual Costs MANAGEMENT</a>	
<a href="#">08.1-Set up Default PO/WO Text by Cost Code</a>	

To open the window, select 'Purchase Orders' under the Task Menus on the Home/Navigation window. OR, type PO in the index field on the Home window. On the window that opens, click on '08-PO/WO's and Actual Costs MANAGEMENT'.

**Purchase/Work Orders (and Job Costs) Mgt/Review (sorted by job, then cost code)**

<b>Show All</b>	JOB	H11RIVER	<-All	PO Line ID #	All	<-All
	VENDOR	All	<-All	PO Type	All	<-All
	Cost Code	99999999	<-All	PO Status	All	<-All
				Change Order #	All	<-All

Send PO Data for All Active Jobs to Excel (NOT based on selections. Use the folder button to send selected data to Excel.)

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/Under PO's	Done? / Status-can type	Change Order	PO/WO Type	Docs
H11RIVER	1010-Building Pe	HILLSOLW-Hills	H11RIVER-1010-909	4,300.00	4,300.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted	Docs
H11RIVER	1020-HBA Asse	VillageH-Village	H11RIVER-1020-107	0.00	0.00	0.00	<input type="checkbox"/> Ordered	NA	Budgeted	Docs
H11RIVER	1090-Misc Perm	HILLSOLW-Hills	H11RIVER-1090-147	700.00	700.00	0.00	<input type="checkbox"/> Finished	NA	Budgeted	Docs
H11RIVER	1105-Plan Costs	DANZE-Danze	H11RIVER-1105-31	3,493.00	3,595.47	102.47	<input type="checkbox"/> Finished	NA	Budgeted	Docs
H11RIVER	1105-Plan Costs	DANZE-Danze	H11RIVER-1105-99	50.00	50.00	0.00	<input type="checkbox"/> Finished	NA	Variance	Docs
H11RIVER	1105-Plan Costs	DANZE-Danze	NONE	0.00	129.09	129.09	<input type="checkbox"/> None	NA	NA	Docs
H11RIVER	1105-Plan Costs	DANZE-Danze	WH11RIVER-51	675.00	675.00	0.00	<input checked="" type="checkbox"/> Finished	H11RIVER-1	Change Ord	Docs
H11RIVER	1115-Specs/Plat	AMEX-America	H11RIVER-1115-148	100.00	68.97	-31.03	<input checked="" type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1115-Specs/Plat	DANZE-Danze	H11RIVER-1115-149	350.00	331.74	-18.26	<input type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1120-Surveys	CARSON-Carsc	H11RIVER-1120-63	950.00	850.00	-100.00	<input type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1127-Engineerin	SINCLAIR-Sincl	H11RIVER-1127-64	804.10	687.00	-117.10	<input type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1210-Lot Clearir	JACKSONC-Jac	H11RIVER-1210-65	300.00	200.00	-100.00	<input type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1215-Final Grad	ORGANIC-Orga	H11RIVER-1215-66	500.00	0.00	-500.00	<input type="checkbox"/> Ordered	NA	Budgeted	Docs
H11RIVER	1230-Rough Gre	JACKSONC-Jac	H11RIVER-1230-151	200.00	200.00	0.00	<input type="checkbox"/> Finished	NA	Budgeted	Docs
H11RIVER	1230-Rough Gre	ORGANIC-Orga	H11RIVER-1230-67	550.00	0.00	-550.00	<input type="checkbox"/> None	NA	Budgeted	Docs
H11RIVER	1230-Rough Gre	ROCKLYN-Rocl	H11RIVER-1230-150	250.00	250.00	0.00	<input type="checkbox"/> Finished	NA	Budgeted	Docs
H11RIVER	1405-Sanitary T	LEINNEVE-Lein	H11RIVER-1405-68	736.08	526.72	-209.36	<input type="checkbox"/> Delivered	NA	Budgeted	Docs
H11RIVER	1406-Dumpster	AMEX-America	H11RIVER-1406-152	647.02	647.02	0.00	<input type="checkbox"/> Finished	NA	Budgeted	Docs
<b>TOTALS</b>				327,896.33	217,814.58	-110,081.75				

Record: 1 of 123

After the Filter/ Sort buttons on the toolbar are used, you might need to close and reopen this window to properly display records based on the criteria ranges selected.

**Double Click on an "Actual Job Cost" amount to view detail, apply PO #'s, or change Cost Code on costs.**

**Double Click on a PO/WO amount to review, edit, add, or print PO/WO's.**

**IMPORTANT!** This is a PO's/WO's worksheet which only compares posted PO/WOs to Actual Costs. The Over/Under amounts should NOT be confused with a comparison of Budgeted Costs to Actual Costs. However, The Actual Costs DO represent the total job costs that have been charged to the jobs.

HINT! Double Click on an overage amount in the Cost Over/Under PO's column to create a Purchase/Work order for the overage amount. After the new PO/WO is created, return to this window and double click on the appropriate amount in the Actual Job Cost Totals column. This will open the window that will allow you to attach the new PO/WO to the Actual Job Costs.



## Use Criteria to Display Desired PO/WO and Actual Cost Records

When the PO/WO Mgt window opens, use the criteria fields at the top of the window to select the data to display. We selected job H11River, Vendor AUSSTAR, and Cost Code 4030. Use the 'All' buttons to bring all records back to the window.

**Purchase/Work Orders (and Job Costs) Mgt/Review (sorted by job, then cost code)**

Send PO Data for All Jobs to Excel (NOT on selections. Use folder button to save selected data to Excel)

<b>Show All</b>	JOB	H11RIVER	<-All	PO Line ID #		<-All
	VENDOR	AUSSTAR	<-All	PO Type	All	<-All
	Cost Code	4030	<-All	PO Status	All	<-All
				Change Order #	All	<-All

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/Under PO's	Done? / Status-can type	Change Order	PO/WO Type
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	0.00	-50.00	<input type="checkbox"/> Ordered	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-154	9,500.00	9,400.00	-100.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-171	300.00	300.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-83	6,000.00	6,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	WH11RIVER-17	3,000.00	3,000.00	0.00	<input checked="" type="checkbox"/> Finished	h11RIVER-	Change Ord
<b>TOTALS</b>				24,350.00	24,200.00	-150.00			

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As you can see, the window shown above displays all Purchase/Work Orders and Actual Posted Costs based on the criteria selected at the top of the window. Actual Posted Costs that have been attached to PO/WO's are shown on the same line as their associated PO/WO and an amount over/under is calculated. If totals costs applied to PO/WO's are under their associated PO/WO's, they are displayed in blue (to spot open PO/WO's).

Double click on a PO/WO amount to open the screen to view or edit the PO/WO.

Double click on an Actual Job Cost amount to open a window to view or edit some fields for the actual costs.

Double click on an overage amount in black to trigger the creation of a Variance PO/WO.

Explanations can be found on the following pages of this document.

## Double Click Amounts To View Detail

Double Click on an amount in the 'PO/WO Amount' column to open a window to view or edit the PO/WO.

Purchase/Work Orders (and Job Costs) Mgt/Review (sorted by job, then cost code)										
Show All	JOB	H11RIVER	<-All	PO Line ID #	All	<-All	Send PO Data for All Jobs to Excel (NOT on selections. Use folder button to select data to E)			
	VENDOR	AUSSTAR	<-All	PO Type	All	<-All				
	Cost Code	4030	<-All	PO Status	All	<-All				
	Change Order #	All	<-All							
Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/Under PO's	Done? / Status-can type	Change Order	PO/WO Type	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	0.00	-50.00	<input type="checkbox"/> Ordered	NA	Variance	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-154	9,500.00	9,400.00	-100.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-171	300.00	300.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-83	6,000.00	6,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted	
H11RIVER	4030-Roofing -	AUSSTAR-AUS	WH11RIVER-17	3,000.00	3,000.00	0.00	<input checked="" type="checkbox"/> Finished	h11RIVER-	Change Ord	

The window shown below is explained in the Help Document about creating PO/WO's. You can use the pencil button to edit the PO/WO or review notes about the PO/WO.

**Double Click!**

Add OR Edit Purchase/Work Orders (Sorted by Main PO Num)										
Show All For Job	Select criteria to review PO/WO's.	JOB	H11RIVER	PO/WO Line ID	H11RIVER-4030-102	<-All	Cost Code 99999999 is the same as "All".			
	Vendor	AUSSTAR	<-All	PO/WO Type	All	<-All				
	Cost Code	99999999	<-All	Change Order #	All	<-All				
	MAIN PO/WO #	All	<-All	Add New PO/WO LINE						
MAIN PO/WO #	PO/WO Line ID	Vendor	Cost Code	CO Ent #	PO Type	Var. Reason	Total W/Tax	Cost Type	Printed:	
Select Task	H11RIVER-AUSSTAR-90	H11RIVER-4030-102	AUSSTAR-AUSTIN STAR	4030-Roofing - Turnkey	0	Variance	Estimating Error	\$500.00	TURNKEY	
PO/WO Status:	PO Text>						Variance Notes->	John made an error in doing the estimate.		

Double Click Amounts To View Detail - continued

Double Click on an amount in the 'Actual Job Cost Totals' column to open a window to view or edit Actual Posted Costs for the related job and cost code. See Help Document on the window that opens for more information about editing the fields in blue or applying costs to PO/WO's.

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/ Under PO's	Done? / Status-can type	Change Order	PO/WO Type
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	0.00	-50.00	<input type="checkbox"/> Ordered	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted

Double Click!

### LIST OF ACTUAL JOB COSTS for the selected Job and Cost Code

H11RIVER - 11 RIVER RUN - Brown  
4030 - Roofing - Turnkey

Review Another Job> H11RIVER

Jobs in above Drop Down List are ones that have costs for this cost code.

Budget	\$20,500.00	Costs To Date	\$24,200.00
Approved CO's (Est. Costs)	\$3,000.00	Over Budget + CO's	\$700.00
PO's/WO's	\$24,350.00	Over POs/WOs	(\$150.00)

To Change the fields in blue text, click the button labeled "Change" to the left of the line.

		Job			Markup	Jrnl	Date	GL Num	Paid Date	Draw#		
		Vendor	Cost Code	Purchase/Work Order Line ID	Description	Cost Type	Dept	Document	Status	Check#	AR Billing Inv #	
▶	Change	AUSSTAR	H11RIVER	N-Set PO# to NONE	H11RIVER-4030-171	Extra Roofing expenses	25.00%	AP	01/02/02	1430	01/05/02	5
	Split	-AUSTIN STAR	4030			TURNKEY	CH	529	PAID	11226		
▶	Change	AUSSTAR	H11RIVER	N-Set PO# to NONE	H11RIVER-4030-102	Roofing draw - variance	25.00%	AP	01/02/02	1430	01/05/02	5
	Split	-AUSTIN STAR	4030			TURNKEY	CH	529	PAID	11226		
▶	Change	AUSSTAR	H11RIVER	N-Set PO# to NONE	H11RIVER-4030-83	Roofing draw	25.00%	AP	01/02/02	1430	01/05/02	5
	Split	-AUSTIN STAR	4030			LABOR	CH	529	PAID	11226		
▶	Change	AUSSTAR	H11RIVER	N-Set PO# to NONE	H11RIVER-4030-153	Roofing draw	25.00%	AP	01/07/02	1430	01/08/02	1
	Split	-AUSTIN STAR	4030			TURNKEY	CH	552	PAID	11228		
▶	Change	AUSSTAR	H11RIVER	N-Set PO# to NONE	WH11RIVER-17	Austin Star - Upgrade Roofing	25.00%	AP	02/20/02	1430		4
	Split	-AUSTIN STAR	4030			TURNKEY	CH	8907	TO PAY			
▶	Change	AUSSTAR	H11RIVER	N-Set PO#	H11RIVER-4030-154	Roofing Draw	25.00%	AP	03/15/02	1430		5
<b>TOTAL</b>					<b>\$24,200.00</b>							

The PO/WO's in the drop down lists are for POs/WO's issued with the same Vendor, Job, and Sub Code as the invoice. If there are no POs/WOs in the Drop down lists, no PO/WOs have been set up for the Vendor, Job, and Cost Code.

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## Double Click On Overage to Create a Variance PO/WO

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/ Under PO's	Done? / Change Order	PO/WO Type
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	50.00	0.00	<input type="checkbox"/> NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input type="checkbox"/> NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-154	9,500.00	9,400.00	-100.00	<input type="checkbox"/> NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-83	6,000.00	6,000.00	0.00	<input type="checkbox"/> NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	NONE	0.00	300.00	300.00	<input type="checkbox"/> NA	NA
H11RIVER	4030-Roofing -	AUSSTAR-AUS	WH11RIVER-17	3,000.00	3,000.00	0.00	<input type="checkbox"/> h11RIVER-05	Change Order

**Double Click!**

Create a Variance PO/WO by double clicking on an overage amount in black. This is handy for keeping notes about the reason for a Variance. After the double click, CHS will open windows to create the Variance PO/WO. Those windows are explained in the Help document about creating PO/WO's. The program will fill in most of the data for you, including the PO/WO Type 'Variance' and the amount of the variance. These can be changed, if needed.

See information on later pages in this document about printing a report of Variance PO/WO's and their notes.

After creating the Variance PO/WO, you can return to the PO/WO Management window and double click on the Actual Cost amount to open the window to attach the Variance PO/WO to the cost.

### Add or Edit Purchase/Work Order Line

**MAIN PO/WO #** H11RIVER-AUSSTAR-02      **LINE ID:** H11RIVER

Job	H11RIVER: 11 RIVER RUN			
Vendor	AUSSTAR-AUSTIN STAR ROOFING / TOM DAV			
Cost Code	4030-Roofing - Turnkey			
PO/WO Date	02/15/02			
Change Order Line	0			
PO/WO Type	Variance			
Variance Reason->	Damaged by Nature +			
Cost Type	TURNKEY +			

Measure	Qty	Qty %	Unit Price	PO/WO TOTAL
Total	1	100.0%	\$300.00	\$300.00
Sales Tax %		0.00%	Total W/Tax	\$300.00

VARIANCE (or other Internal) Notes

This variance is due to damage caused by storm.

## Marking PO/WO's as "Done"

Since there are reports that will list all "Open" PO/WO's, you can use the 'Done' check boxes to mark a PO/WO as Done if there will not be any more actual costs associated with the PO/WO. We placed a check mark on the PO/WO for \$9,500.00 to indicate that the \$9,400.00 of posted costs will be all the costs posted to that PO/WO. Therefore, the PO/WO will no longer be listed as an "open" PO/WO on the Open PO/WO reports.

**Purchase/Work Orders (and Job Costs) Mgt/Review (sorted by job, then cost code)**

Send PO Data for All Jobs to Excel (NOT t on selections. Use folder button to s selected data to E)

<b>Show All</b>	JOB	H11RIVER	<-All	PO Line ID #	All	<-All				
	VENDOR	AUSSTAR	<-All	PO Type	All	<-All				
	Cost Code	4030	<-All	PO Status	All	<-All				
				Change Order #	All	<-All				

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/ Under PO's	Done? / Status-can type	Change Order	PO/WO Type
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	0.00	-50.00	<input type="checkbox"/> Ordered	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-154	9,500.00	9,400.00	-100.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-171	300.00	300.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-83	6,000.00	6,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	WH11RIVER-17	3,000.00	3,000.00	0.00	<input checked="" type="checkbox"/> Finished	h11RIVER-	Change Ord

## PO Status

You can use the PO Status field to enter any Status that you like. You can type in a new Status and are NOT limited to the ones in the drop down list. There is a PO List report on the toolbar that will group PO's by Status. Some examples of PO Status are shown here.

**Purchase/Work Orders (and Job Costs) Mgt/Review (sorted by job, then cost code)**

Send PO Data for All Jobs to Excel (NOT t on selections. Use folder button to s selected data to E)

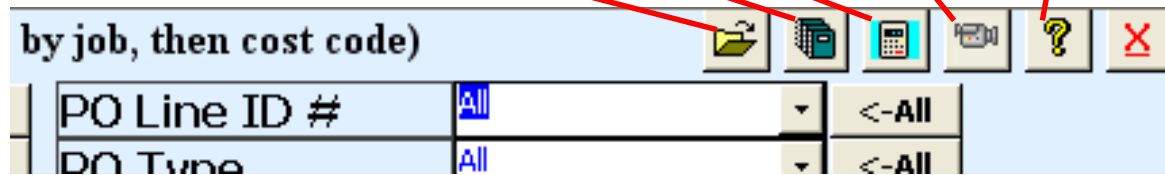
<b>Show All</b>	JOB	H11RIVER	<-All	PO Line ID #	All	<-All			
	VENDOR	AUSSTAR	<-All	PO Type	All	<-All			
	Cost Code	4030	<-All	PO Status	All	<-All			
				Change Order #	All	<-All			

Job	Cost Code	Vendor	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Cost Over/ Under PO's	Done? / Status-can type	Change Order	PO/WO Type
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-100	50.00	0.00	-50.00	<input type="checkbox"/> Ordered	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-102	500.00	500.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-153	5,000.00	5,000.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-154	9,500.00	9,400.00	-100.00	<input checked="" type="checkbox"/> Finished	NA	Budgeted
H11RIVER	4030-Roofing -	AUSSTAR-AUS	H11RIVER-4030-171	300.00	300.00	0.00	<input checked="" type="checkbox"/> Finished	NA	Variance

Continue to next page for more information about the PO/WO's Management window.

## Buttons on the PO/WO and Costs Management Window

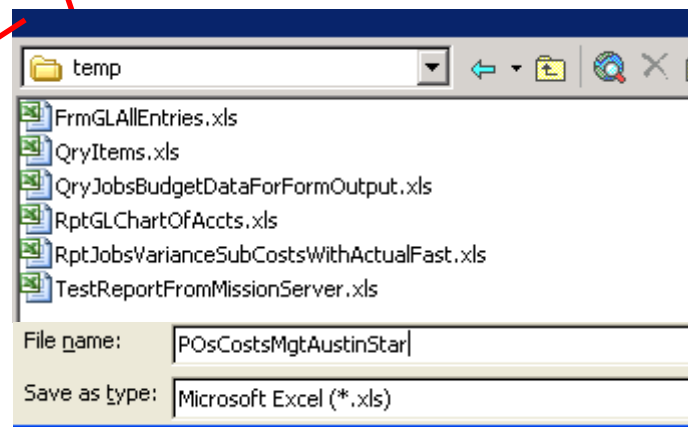
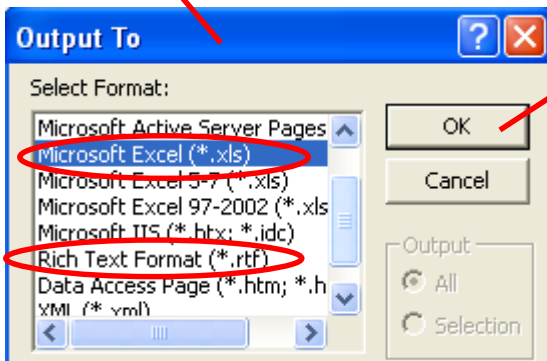
\*Send Data To Excel, Word, Documents Pop Up Tutorial Help Documents  
etc. (explained below) Calculator Movie Info



**\*Send Data to Excel, Word, etc.** - Use the button that looks like an open folder to save the data displayed on the window as an Excel or Word file. To save as an Excel file, select one of formats that end in .xls. To save as a Word file, use the Rich Text Format (\*.rtf).

After selecting a folder to save the file to, type in an appropriate name for the file. Then click the OK button.

The file will save to the selected folder and you can use it with the appropriate Excel or Word program.

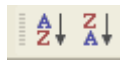
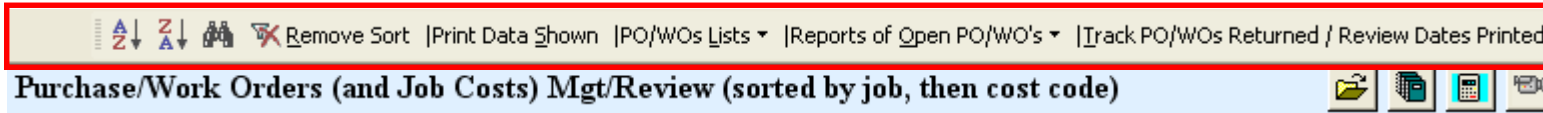


**NOTE TO REMOTE USERS:**  
IF you save a file to 'My Documents' on the Remote Server, you will not be able to open it until it is downloaded to your own computer. Please follow the instructions in the 'Remote User Guide' about downloading files from the server to your own computer.

IF you navigate to your own computer to save the file, then downloading as mentioned above will not be necessary. **HOWEVER**, it CAN be faster to quickly save to My Documents on the server and then download later. This will avoid waiting for the program to calculate AND download at the same time.

## Sort and Find Tools on the Toolbar

See Brief Toolbar Descriptions below. For **Quick Selection** of a button on a toolbar, try holding down the Alt key on your keyboard and pressing the underlined letter shown on the button. If there is a drop down of selections associated with the button, just press the underlined letter for your selection on your keyboard.



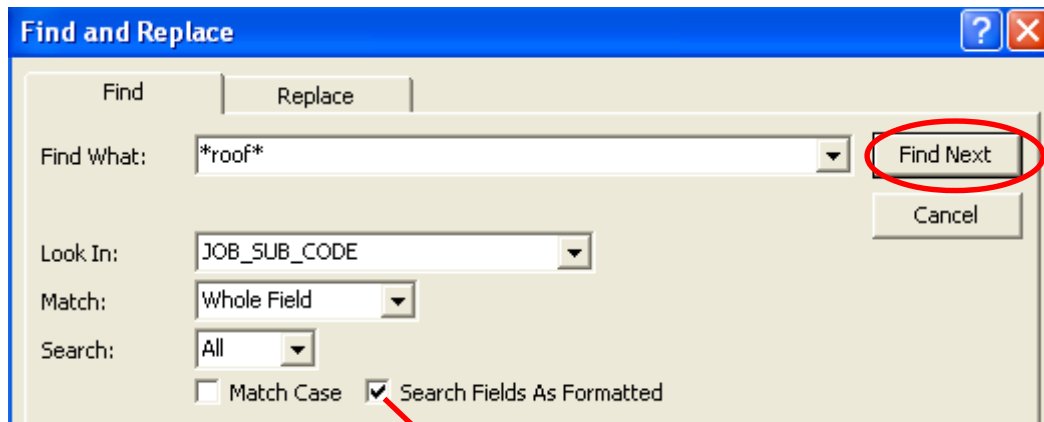
**A-Z Sort** - Sort records shown on the window in ascending order (A to Z, 1 to whatever, etc.). First decide which column should be used for the sort. Then click on anything in that column. Then use the sort button on the toolbar.

**Z-A Sort** - Sort records shown on the window in descending order (Z to A, whatever to 1, etc.). First decide which column should be used for the sort. Then click on anything in that column. Then use the sort button on the toolbar.



**Binoculars (Find)** - Use binoculars to find data within a column. First click in the column you want to search. Then click the binoculars. Type in what you are searching for. Then click the 'Find Next' button. If a match was found, it will be highlighted on the list of records. Click the Cancel button when you are finished searching.

Example: Click on any cost code and title on any line in the window. Then click the binoculars on the toolbar. To find lines that have the word \*roof\* in the title, use asterisks on either side of the word.



Hint: It can help to uncheck the 'Search Fields as Formatted' box first.

## Purchase/Work Order Lists

PO/WOs Lists ▾ | Reports of Open PO/WO's ▾ | Track PO

- List by Cost Code
- List by Vendor
- List by Vendor With PAID Costs Detail
- List by PO Status
- List by Main PO/WO Number
- List by PO/WO Line ID
- List by Variance Reason With Variance Notes
- List By Cost Code with All Notes and Text
- List By Cost Code With Variance Note
- Vendor Transaction Ledger Grouped t

There are several ways to print lists of Purchase/Work Orders. Click on 'PO/WO Lists' on the toolbar at the top of the PO/WO And Costs Mgt Window to see the various list options.

Some examples of the lists are shown on this page and the next.

### Purchase Order/Work Order List - Grouped by Vendor

JOB	All	PO Line ID #	All
VENDOR	All	PO Type	All
Cost Code	99999999	Change Order #	All

#### ARROYO FRAMING, INC. TOTAL

**\$21,094.75**

#### AUDIOVID AUDIO VIDEO ENVIRONMENTS

##### JOB: H1RIVER

H11RIVER-3910-82	H11RIVER-AUDIOVID-19 Budgeted	3910	Security Prewire	\$1,500.00
WH11RIVER-2	H11RIVER-AUDIOVID-85 Change Order	3940	Stereo Prewire	\$1,300.00

##### H1RIVER TOTALS

**\$2,800.00**

#### AUDIO VIDEO ENVIRONMENTS TOTAL

**\$2,800.00**

#### AUSBLDG AUSTIN BUILDING PRODUCTS

##### JOB: H1RIVER

H11RIVER-4510-86	H11RIVER-AUSBLDG-23 Budgeted	4510	Windows	\$5,000.00
H11RIVER-4580-90	H11RIVER-AUSBLDG-27 Budgeted	4580	Window & Door Hardware	\$2,000.00

##### H1RIVER TOTALS

**\$7,000.00**

#### AUSTIN BUILDING PRODUCTS TOTAL

**\$7,000.00**

#### AUSSTAR AUSTIN STAR ROOFING / TOM DAVIS

##### JOB: H1RIVER

H11RIVER-4030-100	H11RIVER-AUSSTAR-01 Variance	4030	Roofing - Turnkey	\$30.00
H11RIVER-4030-102	H11RIVER-AUSSTAR-90 Variance	4030	Roofing - Turnkey	\$500.00
H11RIVER-4030-153	H11RIVER-AUSSTAR-64 Budgeted	4030	Roofing - Turnkey	\$5,000.00
H11RIVER-4030-154	H11RIVER-AUSSTAR-65 Budgeted	4030	Roofing - Turnkey	\$9,500.00
H11RIVER-4030-171	H11RIVER-AUSSTAR-02 Variance	4030	Roofing - Turnkey	\$300.00
H11RIVER-4030-83	H11RIVER-AUSSTAR-20 Budgeted	4030	Roofing - Turnkey	\$6,000.00
WH11RIVER-17	H11RIVER-AUSSTAR-88 Change Order	4030	Roofing - Turnkey	\$8,000.00

Purchase/Work Order Lists - continued

PO/WOs Lists ▾ | Reports of Open PO/WO's ▾ | Track PO

- List by Cost Code
- List by Vendor
- List by Vendor With PAID Costs Detail
- List by PO Status
- List by Main PO/WO Number
- List by PO/WO Line ID
- List by Variance Reason With Variance Notes
- List By Cost Code with All Notes and Text
- List By Cost Code With Variance Notes
- Vendor Transaction Ledger Grouped by PO/WO

Purchase Order/Work Order List - Grouped by Variance Reason

JOB	All
VENDOR	All
Cost Code	99999999

PO Line ID #	All
PO Type	All
Change Order #	All

PO/WO Line ID	Main PO/WO #	Type	Job	Cost Code	Cost Code Title	PO/WO Amount
<b>Damaged by Nature</b>						
<b>VARIANCE REASON: DAMAGED BY NATURE</b>						
<b>AUSSTAR AUSTIN STAR ROOFING / TOM DAVIS</b>						
H11RIVER-4030-171	H11RIVER-AUSSTAR-02	Variance	H11RIVER	4030	Roofing - Turnkey	\$300.00
This variance is due to damage caused by storm.						
<b>AUSTIN STAR ROOFING / TOM DAVIS TOTALS</b>						<b>\$300.00</b>
<b>DAMAGED BY NATURE TOTALS</b>						<b>\$300.00</b>
<b>VARIANCE REASON: ESTIMATING ERROR</b>						
<b>AUSSTAR AUSTIN STAR ROOFING / TOM DAVIS</b>						
H11RIVER-4030-102	H11RIVER-AUSSTAR-90	Variance	H11RIVER	4030	Roofing - Turnkey	\$500.00
John made an error in doing the estimate.						
<b>AUSTIN STAR ROOFING / TOM DAVIS TOTALS</b>						<b>\$500.00</b>
<b>DANZE DANZE &amp; DAVIS ARCHITECTS, INC.</b>						
H11RIVER-1105-99	H11RIVER-DANZE-01	Variance	H11RIVER	1105	Plan Costs/Architect Fees	\$50.00
<b>DANZE &amp; DAVIS ARCHITECTS, INC. TOTALS</b>						<b>\$50.00</b>
<b>JOHNSON JOHNSON INSULATION CO, INC.</b>						
H11RIVER-4710-167	H11RIVER-JOHNSON-01	Variance	H11RIVER	4710	Insulation - Turnkey	\$100.00
<b>JOHNSON INSULATION CO, INC. TOTALS</b>						<b>\$100.00</b>
<b>ESTIMATING ERROR TOTALS</b>						<b>\$650.00</b>

Purchase/Work Order Lists - continued

PO/WOs Lists ▾ | Reports of Open PO/WO's ▾ | Track PO

- List by Cost Code
- List by Vendor
- List by Vendor With PAID Costs Detail
- List by PO Status
- List by Main PO/WO Number
- List by PO/WO Line ID
- List by Variance Reason With Variance
- List By Cost Code with All Notes and
- List By Cost Code With Variance No
- Vendor Transaction Ledger Grouped

## PO/WO Order List - Grouped by Vendor With Paid Costs Detail

JOB	H11RIVER	PO Line ID #	All
VENDOR	AUSSTAR	PO Type	All
Cost Code	99999999	Change Order #	All

PO/WO Line ID	Type	Cost Code	Cost Code Title	PO/WO Amount
<b>AUSTIN STAR ROOFING</b>				
<b>AUSSTAR      AUSTIN STAR ROOFING</b>				
<b>JOB:   H11RIVER</b>				
<b>H11RIVER-4030-100</b>	Variance	4030	Roofing - Turnkey	<b>\$50.00</b>
<b>Paid Costs</b>				
AP	10-May-06	12364	Paid 10-May-06    PV-2025	\$50.00
				<b>\$50.00</b>
<b>H11RIVER-4030-102</b>	Variance	4030	Roofing - Turnkey	<b>\$500.00</b>
<b>Paid Costs</b>				
AP	02-Jan-02	Roofing draw- variance	Paid 05-Jan-02    11226	\$500.00
				<b>\$500.00</b>
<b>H11RIVER-4030-153</b>	Budgeted	4030	Roofing - Turnkey	<b>\$5,000.00</b>
<b>Paid Costs</b>				
AP	07-Jan-02	Roofing draw	Paid 08-Jan-02    11228	\$5,000.00
				<b>\$5,000.00</b>
<b>H11RIVER-4030-154</b>	Budgeted	4030	Roofing - Turnkey	<b>\$9,500.00</b>
<b>H11RIVER-4030-171</b>	Variance	4030	Roofing - Turnkey	<b>\$300.00</b>
<b>Paid Costs</b>				
AP	02-Jan-02	Extra Roofing expenses	Paid 05-Jan-02    11226	\$300.00
				<b>\$300.00</b>
<b>H11RIVER-4030-83</b>	Budgeted	4030	Roofing - Turnkey	<b>\$6,000.00</b>
<b>Paid Costs</b>				
AP	02-Jan-02	Roofing draw	Paid 05-Jan-02    11226	\$6,800.00

## Open PO/WO Reports

Reports of Open PO/WO's ▾ | Track

By Job, Then Cost Code

By Vendor

To print lists of Open Purchase/Work Orders, use the button labeled 'Reports of Open PO/WO's' on the toolbar at the top of the PO/WO and Costs Mgt Window. These lists will be based on the criteria selected on the window. A report can include open PO/WO's for ALL jobs to analyze outstanding costs for the entire company.

The 'Done' check box column on PO/WO's Mgt window was discussed on a previous page. If costs are going to be less than a PO/WO amount, use a check mark on that window to remove the PO/WO from the Open PO/WO's lists.

### Open Purchase/Work Orders (Not checked as done and with open balances)

JOB	All	PO Line ID #	All
VENDOR	All	PO Type	All
Cost Code	99999999	Change Order #	All

Job	Cost Code	PO/WO Line ID	PO/WO Amount	Actual Job Cost Totals	Open Amount	Change Order	PO/WO Type
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#### AMEX - American Express

H11R1MER	4540	H11R1MER-4540-88	3,000.00	2,975.15	24.85	NA	Budgeted
H11R1MER	4905	H11R1MER-4905-161	200.00	49.00	151.00	NA	Budgeted
H11R1MER	8510	H11R1MER-8510-166	200.00	6.21	193.79	NA	Budgeted
<b>AMEX</b>			<b>3,400.00</b>	<b>3,030.36</b>	<b>369.64</b>		

#### ARROYO - Arroyo Framing, Inc.

H11R1MER	3150	H11R1MER-3150-2465	21,094.75	20,372.27	722.48	NA	Budgeted
<b>ARROYO</b>			<b>21,094.75</b>	<b>20,372.27</b>	<b>722.48</b>		

#### AUDIOVID - Audio Video Environments

H11R1MER	3910	H11R1MER-3910-82	1,500.00	0.00	1,500.00	NA	Budgeted
<b>AUDIOVID</b>			<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>		

#### AUSBLDG - Austin Building Products

H11R1MER	4580	H11R1MER-4580-90	2,000.00	0.00	2,000.00	NA	Budgeted
<b>AUSBLDG</b>			<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>		

#### AUSWROUG - AUSTIN WROUGHT IRON

H11R1MER	5235	H11R1MER-5235-101	3,050.00	814.25	2,235.75	NA	Budgeted
<b>AUSWROUG</b>			<b>3,050.00</b>	<b>814.25</b>	<b>2,235.75</b>		

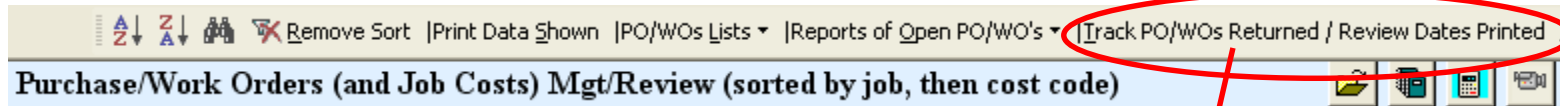
#### BRIGHTON - Brighton Custom Paint

H11R1MER	4905	H11R1MER-4905-157	1,000.00	800.00	200.00	NA	Budgeted
H11R1MER	4905	H11R1MER-4905-158	4,500.00	1,600.00	2,900.00	NA	Budgeted
H11R1MER	4905	H11R1MER-4905-159	2,000.00	0.00	2,000.00	NA	Budgeted
H11R1MER	4905	H11R1MER-4905-160	1,000.00	0.00	1,000.00	NA	Budgeted
H11R1MER	4905	H11R1MER-4905-92	1,000.00	0.00	1,000.00	NA	Budgeted
<b>BRIGHTON</b>			<b>9,500.00</b>	<b>2,400.00</b>	<b>7,100.00</b>		

#### BUILDERS - Builder's Risk Plan

## Track PO/WO's Returned and Dates Printed

To open a window to post the date that a PO/WO was signed and returned (AND to review printed dates), use the button on the PO/WO and Costs Mgt window labeled 'Track PO/WOs Returned/ Review Dates Printed'.



To mark that a PO/WO has been signed and returned, simply click in a check box. The program will supply today's date, which can be changed if needed.

The screenshot shows a window titled 'Purchase/Work Order Tracking-Sorted by Vendor'. At the top, there is a toolbar with a 'Sort A-Z' button circled in red. Below the toolbar are two filter tables. The first filter table has fields for JOB (All), VENDOR (JOHNSON), and Cost Code (99999999). The second filter table has fields for PO Line ID # (All), PO Type (All), and Change Order # (All). Below these filters is a main data table with columns: VENDOR, PO/WO Line ID, PO/WO Date, Date Printed, Return Date, JOB, Cost Code, Amount, Main PO Number, PO Type, and Variance Reason. The 'Date Printed' column has a checkmark icon next to each row. The 'Return Date' column has a date '11/30/06' in blue text. A red arrow points from the 'Track PO/WOs Returned / Review Dates Printed' button in the previous screenshot to the checkmark icon in the 'Date Printed' column. Another red arrow points from the 'Track PO/WOs Returned / Review Dates Printed' button to the 'Export to Excel' button in the toolbar of this window.

VENDOR	PO/WO Line ID	PO/WO Date	Date Printed	Return Date	JOB	Cost Code	Amount	Main PO Number	PO Type	Variance Reason
JOHNSON-J	H11RIVER-4710-165	11/29/06	11/29/06	11/30/06	H11RIVER-11 R	4710-Insulation - Turn	\$3,593.00	H11RIVER-JOHNSC	Budgeted	None
JOHNSON-J	H11RIVER-4710-167	11/29/06	11/29/06	11/30/06	H11RIVER-11 R	4710-Insulation - Turn	\$100.00	H11RIVER-JOHNSC	Variance	Estimating E

The data shown on the window can be saved to an Excel spreadsheet by using this button.

If all PO/WO's are listed for the job, it can be handy to use the Sort A-Z button on the toolbar after clicking in the 'Return Date' column to sort PO/WO's by return date. That way all PO/WO's that have not been marked as returned will be at the top of the list.

## Compare PO/WO's Totals to Budgeted Costs

Task Menu	Purchase/Work Orders and Vendor Costs
<a href="#">View CHS Setup Steps</a>	<a href="#">07-Purchase Orders for Selected Job (Add/Edit)</a>
<a href="#">Job Budget, Bids, Costs</a>	<a href="#">08-PO/WO's and Actual Costs MANAGEMENT</a>
<a href="#">Job Status, Scheduling (B)</a>	<a href="#">08.1-Set up Default PO/WO Text by Cost Code</a>
<a href="#">Purchase Orders (PO)</a>	<a href="#">09-Report: PO/WO's Compared to Budget</a>
	<a href="#">10-Report: PO/WO's Compared to Vendor Costs</a>
	<a href="#">11-Ven...</a>

To compare PO/WO totals to budgeted costs grouped by cost code, click on 'Purchase Orders' under the Task Menus on the Navigation/Home window. On the window that opens, first select a job, then click on '09 - Report: PO/WO's Compared to Budget'.

Purchase/Work Orders Compared to Budget/Change Order Est. Costs								
H11RIVER				H11RIVER: 11 RIVER RUN-Brown				
Cost Codes and Titles	Budgeted/ Estimated Costs	Budgeted PO/WO's	PO/WO's Over/Under Budget	Approved Chg Ord Est. Costs	Change Order PO/WO's	PO/WO's Over/Under CO Budget	Variance PO/WO's	PO/WO's Over/Under Estimated Costs
<b>1000 PERMITS AND FEES</b>								
1010-Building Permits	4,300	4,300	0	0	0	0	0	0
1090-Misc Permits and Fees	700	700	0	0	0	0	0	0
<b>1100 ARCHITECTURAL/ENGINEERING</b>								
1105-Plan Costs/Architect Fees	3,493	3,493	0	675	675	0	50	50
1115-Specs/Plats/Blueprints	500	450	-50	0	0	0	0	-50
1120-Surveys	1,000	950	-50	0	0	0	0	-50
1127-Engineering - Foundation Dsgn	804	804	0	0	0	0	0	0
<b>1200 SITE WORK</b>								
1210-Lot Clearing	300	300	0	0	0	0	0	0
1215-Final Grade	500	500	0	0	0	0	0	0
1230-Rough Grading	1,000	1,000	0	0	0	0	0	0
<b>1400 UTILITY CONNECTIONS</b>								
1405-Sanitary Toilet	700	736	36	0	0	0	0	36
1406-Dumpster	2,500	2,724	224	0	0	0	0	224
1410-Electrical Line	0	0	0	0	0	0	0	0
1420-Individual Wells	1,500	1,500	0	0	0	0	0	0
1440-Septic System	1,600	1,600	0	0	0	0	0	0
1470-Electric Service Line	750	750	0	0	0	0	0	0
1475-Water Service Line	750	750	0	0	0	0	0	0
<b>2100 FOOTINGS AND FOUNDATION</b>								
2104-Foundation Turnkey	20,103	20,066	-37	0	0	0	0	-37
2199-Footings/Foundation-F xtras	500	500	0	0	0	0	0	0

## Compare PO/WO's Totals to Vendor Posted Costs

Task Menu	Purchase/Work Orders and Vendor Costs
<a href="#">View CHS Setup Steps</a>	<a href="#">07-Purchase Orders for Selected Job (Add/Edit)</a>
<a href="#">Job Budget, Bids, Costs</a>	<a href="#">08-PO/WO's and Actual Costs MANAGEMENT</a>
<a href="#">Job Status, Scheduling, J:</a>	<a href="#">08.1-Set up Default PO/WO Text by Cost Code</a>
<a href="#">Purchase Orders (PO)</a>	<a href="#">09-Report: PO/WO's Compared to Budget</a>
	<a href="#">10-Report: PO/WO's Compared to Vendor Costs</a>
	<a href="#">11-Vendors Used or To Use on Jobs</a>

To compare PO/WO totals to posted actual costs by vendor, click on 'Purchase Orders' under the Task Menus on the Navigation/Home window. On the window that opens, first select a job, then click on '10 -Report: PO/WO's Compared to Vendor Costs'.

## PO's/WO's Compared to Actual Costs - By Vendor

### H11RIVER: 11 RIVER RUN-Brown

To view detail: Open the PO/WO Management window.

		Purchase/ Work Orders	Posted Costs To Date	Costs Over/ (Under) PO/WOs	Outstanding PO/WO Balance	UNPAID Posted Costs	To Pay BALANCE - Unpaid Posted plus Outstanding PO's/WO's	PAID Posted Costs	TOTAL-To Pay Balance + Paid Costs
AMEX	American Express	4,147	4,593	446	0	0	0	4,593	4,593
ARROYO	Arroyo Framing, Inc.	21,095	20,372	-722	722	0	722	20,372	21,095
AUDIOVID	Audio Video Environments	2,800	1,300	-1,500	1,500	0	1,500	1,300	2,800
AUSBLDG	Austin Building Products	7,000	5,610	-1,390	1,390	0	1,390	5,610	7,000
AUSPROF	Austin Professional	0	27	27	0	0	0	27	27
AUSSTAR	AUSTIN STAR ROOFING / TOM	24,350	24,250	-100	100	12,400	12,500	11,850	24,350
AUSWROU G	AUSTIN WROUGHT	3,050	814	-2,236	2,236	0	2,236	814	3,050
BRIGHTON	Brighton Custom Paint	9,500	2,900	-6,600	6,600	0	6,600	2,900	9,500
BUILDRIS	Builder's Risk Plan	2,000	608	-1,393	1,393	0	1,393	608	2,000
CABBYDS N	Cabinets by Design	17,500	0	-17,500	17,500	0	17,500	0	17,500
CARSON	Carson and Bush Surveyors,	950	850	-100	100	0	100	850	950
CENTTXM C	Central Texas Masonry	17,710	15,014	-2,696	2,696	0	2,696	15,014	17,710

## Report of Vendors To Use on Jobs

Task Menu	Purchase/Work Orders and Vendor Costs
<a href="#">View CHS Setup Steps</a>	<a href="#">07-Purchase Orders for Selected Job (Add/Edit)</a>
<a href="#">Job Budget, Bids, Costs</a>	<a href="#">08-PO/WO's and Actual Costs MANAGEMENT</a>
<a href="#">Job Status, Scheduling, J:</a>	<a href="#">08.1-Set up Default PO/WO Text by Cost Code</a>
<a href="#">Purchase Orders (PO)</a>	<a href="#">09-Report: PO/WO's Compared to Budget</a>
	<a href="#">10-Report: PO/WO's Compared to Vendor Costs</a>
	<b><a href="#">11-Vendors Used or To Use on Jobs</a></b>
	<a href="#">12-Waivers of Lien</a>

Home X

### SELECT JOB FOR REPORT

H11RIVER - 11 RIVER RUN - Brown

[Vendors Used On Job](#)

Based On Actual Costs

[Vendors Used On Job \(With Costs\)](#)

[Vendors To Use On Job](#)

Based On Posted POs and Work Orders

You can use PO/WO's that have been posted to print a list of 'Vendors Company Plans To Use On Job'. First, click on 'Purchase Orders' under the Task Menus on the Navigation/Home window. On the window that opens, first select a job, then click on '11-Vendors Used or To Use on Jobs'. On the next window that opens, click the button labeled 'Vendors to Use on Job'.

A similar type of report can also be printed that lists Vendors used on a job (based on actual posted costs). See example on the next page.

Vendors Company Plans To Use On Job			
H11RIVER		PROPERTY: 11 RIVER RUN	BUYER(S): Jack and Jill Brown
		Office	Fax
<b>4200</b>	<b>FIREPLACE BOX</b>		
<b>4220</b>	<b>Metal Fireplace Box - Turnkey</b>		
WILLIAMS	Williams Insulation of Austin	(512) 928-4002	(512) 928-3353
<b>4500</b>	<b>WINDOWS AND DOORS</b>		
<b>4510</b>	<b>Windows</b>		
AUSBLDG	Austin Building Products	(512) 251-9290	(512) 251-9553
<b>4535</b>	<b>Front Door</b>		
DURANGO	Durango Doors		
<b>4540</b>	<b>Exterior Doors</b>		
AMEX	American Express	(800) 492-8468	
<b>4550</b>	<b>Interior Close Doors</b>		
STOCK	Stock Building Supply	(512) 444-3172	
WENCO	Wenco Distributors	(512) 444-6701	(512) 444-4799
<b>4570</b>	<b>Garage Doors</b>		
DENHAM	Denham Overhead Door Co., Inc.	(512) 282-3667	
<b>4580</b>	<b>Window &amp; Door Hardware</b>		
AUSBLDG	Austin Building Products	(512) 251-9290	(512) 251-9553

## Report of Vendors Used on Jobs

To open the window to print a simple report of Vendors used on a job (based on actual posted costs), see previous page for instructions.

Select a job, then click on the button labeled 'Vendors Used on Job' OR on the button labeled 'Vendors Used on Job (With Costs)' (shown below).

		Office	Fax	Mobile
<b>H11RIVER</b>				
<b>PROPERTY: 11 RIVER RUN</b>		<b>BUYER(S): Jack and Jill Brown</b>		
<b>3150</b>	<b>FRAMING LABOR</b>			
<b>3150</b>	<b>Framing Labor</b>			
ARROYO	Arroyo Framing Inc. PO Box 41611, Austin, TX 78704-0027	(512) 693-2632	( ) 999-9999	(512) 826-8090 \$20,372.27
FRANCISJ	Francis Jones 33455 Brook Lane, Austin, TX 78735-1234		(777) 777-7777	\$150.00
<b>3600</b>	<b>PLUMBING</b>			
<b>3610</b>	<b>Rough Plumbing</b>			
ESPARZA	Esparza Plumbing 1402 Santa Monica, San Antonio, TX 78201			\$4,450.00
<b>3620</b>	<b>Topout Plumbing</b>			
ESPARZA	Esparza Plumbing 1402 Santa Monica, San Antonio, TX 78201			\$2,125.00
<b>3631</b>	<b>Plumbing Fixtures</b>			
AMEX	American Express American Express, Suite 0001, Chicago, Illinois 60679-0001	(800) 492-8468		\$4.71
FERGUSON	Ferguson Enterprises, Inc. #245 P.O. Box 890078, Dallas, TX 75389-0078	(512) 445-5140		\$1,884.16
<b>3655</b>	<b>Fiberglass Shower Pans</b>			
UMARBLE	U.M. Marble	(512) 444-2246	(512) 416-7200	