

## **SunWorx Features and Benefits**

SunWorx is a secure cloud based application that automates and streamlines operations. SunWorx is used by utilities, utility contractors, excavators and any company that has a crew in the field that require locates.

The sections below detail where SunWorx saves you time and money.

### **Benefits**

1. Less double entry of information (timesheets, locates, field information, accounting information)
2. Faster and easier for foreman the app in a tablet / phone
3. Easy to track equipment utilization
4. Give performance numbers to foreman and management daily
5. Track locates easily
6. Accept and transmit data automatically
7. One system tracks all field activity and contains all performance data

## **Functionality and Features**

### **Work Order Creation**

- Manual entry
- Automatic entry of electronic work orders

The work orders can be entered manually or accepted automatically if the Utility has that option, e.g. Bell CMS

### **Locate Request Tracking**

SunWorx will automatically fill in the utilities that need to perform locates for each particular work order based on the city. The locate request will be electronically sent to the Ontario One Call center (OCC). No need to enter the information once for you and again in the portal.

As locates are received, the complete dates and any reference number will be entered into the locate request table. When all locates are completed (and none are expired) and the permits and materials are done, the work is ready to be scheduled.

## **Scheduling Work / Timesheets**

Work that is “Ready” can be scheduled. This means that it is assigned to a foreman/crew/equipment combination.

This schedule can then be printed out or it can be viewed in the field on a tablet/phone.

## **Performing Work**

As the work is performed the crew/foreman will gather the following information:

- Crew hours for payroll
- Work done for invoicing
- Equipment utilization
- Further work to be done (spring clean up)
- Site pictures

## **Invoicing and Accounting**

After the information from the field is in the system you can then create invoices for the utility and send them electronically if the utility accepts them such as Bell CMS and Union Gas CARS. The information can also flow into your own accounting system.

## **Reports and Management Tools**

All the information will be in on place, SunWorx. That means that you can slice and dice it any way you want. As you accumulate history you can draw from that information to give more accurate bids. Find out the most and least frequently used contract items. You can look at the performance of different locating companies in different cities. The list is endless. You can create reports grouped and summarized by:

- Geographical region
- Foreman / crew
- Date / year
- Type of work
- Customer / contract
- Equipment

And any combination of these.

## **Built in Reports**

1. Work order billing
2. Billable Item Activity
3. SKU Activity Summary
4. Employee Hours by Contract
5. Equipment Utilization
6. Billed List
7. Locates e.g. outstanding locate report
8. Restoration / Spring Cleanup
9. Timesheets – many different formats
10. Productivity
11. Equipment time
12. Employee time
13. Completed time
14. Locate efficiency (how many days to fulfill)
15. Zero hours report on equipment or employees

But remember, in the search screen you can search for almost any pattern of work order (dates, streets, area, crew, etc) and then export that to Excel to create your own reports.

## **Productivity**

The productivity of each job based on all costs involved and actual billable revenue for each work order. This ratio can be adjusted to include your target margin then the crews in the field can be shown their productivity as a percentage. Set their target to 100% and when they achieve it, they are performing up to your expectations and everyone knows it. If they are lower they should be worried. If they are higher they know they are really making a difference for the company.

## Security and Accessibility

It's like online banking, instead of doing all the paperwork you can logon from anywhere on any computer and manage your work.

- Secure
- No servers to support
- No new hardware
- No installation issues
- New versions and patches are automatically updated
- Everything is centralized

Each company has its own proprietary information. There is a “Chinese Wall” hard coded in the system to stop any mixing of information. It is impossible for information to be shared by mistake, there is no human judgment that can make a mistake. If the “Chinese wall” keeps the information separated today there is no way you, other contractors or your customers can make a mistake that causes any mixing of information between contractors.

## Happy Clients Over the Past 15 Years

- R.B. Somerville
- Telecon / Expercom
- Clearway Utility division
- Hastings Utility Contractors
- Langley Utility Contractors
- Link Line (past)
- University of Toronto
- Aecon (past)
- Honeywell (past)
- SGI
- Nissan
- Toyota
- DeBeers
- Double G

Please call Paul Heino directly with any questions

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