



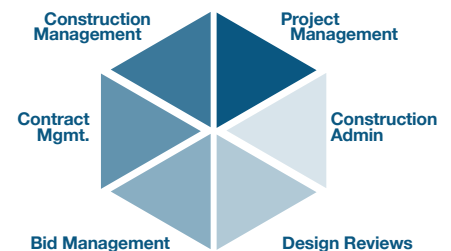
MasterLibrary™ ML Projects™ Construction Administration Software for Owners, Architects and CM firms

**Cut project admin costs by up to 50% in
three months or less (or your money back)**

*Complete vital project documentation in hours not weeks.
Simplify and integrate contract administration.
Easily monitor contractor progress.*

Built around the diverse needs of owners and their Architectural and Construction Management firms, ML Projects™ Construction Administration Software dramatically reduces the time and cost associated with construction project administration over traditional paper-, spreadsheet- or hybrid processes.

6 POWERFUL MODULES
THAT WORK THE WAY YOU DO



FEATURES	BENEFITS
Automated electronic construction-related paperwork including Submittals, RFIs, ASIs and Transmittals	Reduce project documentation processing time from weeks to hours.
Project transparency among selective project team members and/or team-wide	Increase accountability and collaboration among internal and external team members, and with project owner.
Intuitive, easy-to-use screens based on industry-standard language, forms and processes	Decrease learning curves for internal and external team members.
Secure, cloud-based repository of project data	Meet project electronic-file requirements while reducing storage costs and potential liability.
Easy integration into your existing administration and operational processes	Hit the ground running with reduced implementation time for your firm, contractors and vendors.
Free client and contractor accounts with controlled toolset access	Increase control of project documentation internally and externally.
Real-time processing, storage and management via secure cloud-hosting platform	Secure access 24/7 to project data from any web-enabled device including in office, onsite or at home.
Free live U.S.-based support	Improved peace-of-mind to get live help when you need it.
Online documentation, Quick Start Guides and on-boarding process	Increase confidence to get everyone up and running quickly.

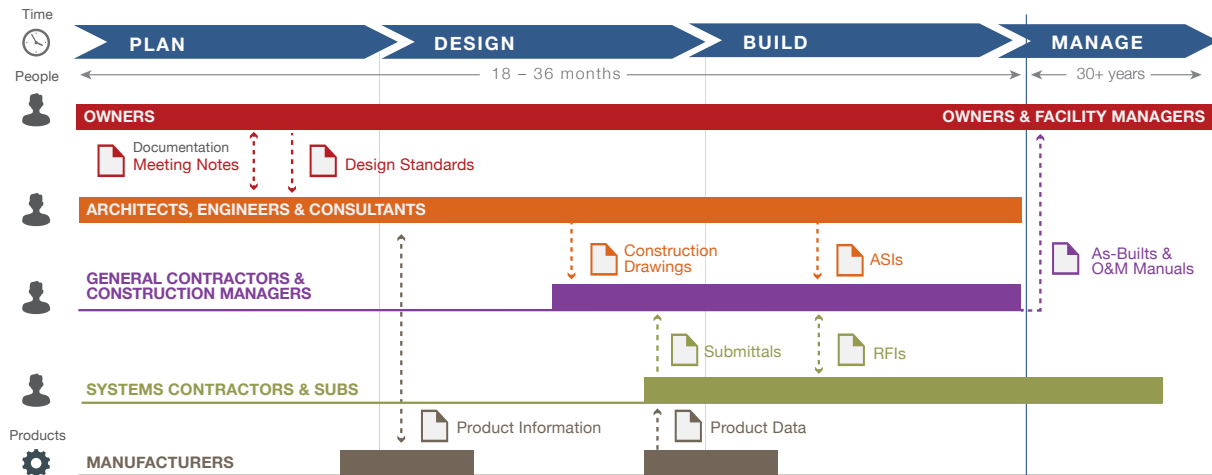
See the back of this data sheet for available Editions, modules and toolsets.
Then visit MasterLibrary.com for more information.



ML Projects™ Software Puts Project Documentation In The Cloud

ML Projects™ Construction Administration Software creates a sharable electronic repository of construction project documentation that keeps design/build schedules on target. The software's industry-standard processes and documentation formats facilitate communication and collaboration among all team members.

Once completed, all project documentation can be provided to the owner via our Binders™ Facility and System Documentation software. This critical operational data can then be accessed via any smart device by IT departments, facility managers, service technicians and contractors to reduce expenses and increase the life of a facility.



Powerful, Intuitive Tools Work The Way You Do

MasterLibrary™ ML Projects™ software provides flexible subscription-based pricing with unlimited user accounts including project vendors. The Base Edition includes seven indispensable tools, shown below. Add functionality via optional toolsets.

ML PROJECTS™	TOOLS
Base Edition	RFIs. Issue, open for discussion, redirect or respond. Visible to all team members via a real-time RFI log.
	Submittals. Create, issue, manage and track by specific project, contract and issue. Easy zip download of all related Submittals.
	ASIs. Architects can issue and send to CMs, GCs and others for acknowledgment and tracking. Easily create related RFPs.
	Folders and Files (FTP). FTP utility with file count and ML Equipment List integration.
	Pre-Bid RFIs. Same functionality as RFIs but on a pre-bid basis.
	Field Observations. Easily document daily field observations including non-conforming work items from any tablet or smart phone.
	Punch Lists. Track items that need more work on a room-by-room basis. Organize by discipline and get real-time views of open items.
Optional Toolsets <i>(Base Edition required)</i>	<ul style="list-style-type: none"> ■ Meeting Notes, Transmittals, Memos, and Tasks ■ Design Review ■ Rooms and Equipment Lists ■ Estimating Tool ■ Contracts, Field Orders/RFPs, Proposals, and Change Orders ■ Schedule of Values and Pay Apps ■ Bid Tools ■ Work Orders and Time sheets

About MasterLibrary™ Software™

MasterLibrary™ Software has been developed over the past 20 years to improve efficiency and collaboration among the diverse professional construction disciplines that interact with a facility project from plan and design through construct and maintain. Visit MasterLibrary.com for more information or call **585.270.6676** to discuss your needs.

