

# MASTERLIBRARY FEATURES & BENEFITS

# Construction Managers/General Contractors

BUILDING OWNERS & FACILITY MANAGERS

ARCHITECTS, ENGINEERS & CONSULTANTS

CONSTRUCTION MANAGERS & GENERAL CONTRACTORS

SYSTEMS CONTRACTORS & SUBCONTRACTORS

plan design build manage

The MasterLibrary system provides value to everyone involved in any of the four primary aspects of the life of a facility—plan, design, build and manage.

## BENEFITS

*Increase productivity,  
decrease expenses and  
improve collaboration on  
your next building project.*

In addition to many project, process and organizational benefits, Construction Managers and General Contractors using the MasterLibrary system regularly will also:

- Improve accountability among contractors, subcontractors, owners and others with automatic electronic capture of project-related communications.
- Gain strategic organizational value and operational efficiencies.
- Reduce hardcopy prints, associated expenses and environmental footprint (Green LEEDs).
- Improve response times.
- Create a secure repository of physical-plant data throughout the life of a building using an Electronic Facilities Records™ (EFR™) approach.
- Reduce shipping costs by eliminating need to send most paper documents.
- Improve operations with document and interaction tracking.
- Reduce potential for post-construction litigation and liability.

## FEATURES

MasterLibrary's Product Information Pages (PIPs) across all Construction Specifications Institute (CSI) categories allow sharing of critical product specs, drawings and supporting manufacturer documentation to facilitate quick easy retrieval of information needed during a building's or project's lifetime

The MasterLibrary system's Project Management module includes the following toolsets developed specifically for Construction Managers and General Contractors:

- Single & Multi-Contract Summaries
- Request for Information (RFIs)
- Proposals
- Transmittals
- Change Orders
- Punch Lists
- Submittals
- Memos & Meeting Notes
- Field Observations
- Field Orders

The MasterLibrary system seamlessly integrates with electronic data generated from existing application software used by facility professionals including:

- Proposals, Request For Quotes (RFQs) & Request For Information (RFIs)
- CAD drawings
- Schematic diagrams
- Timelines & schedules
- Proposals & contracts
- Email and other correspondence
- Meeting notes & memos

## MORE INFO...

For additional details or to schedule a web-based teleconference, please visit [MasterLibrary.com](http://MasterLibrary.com) or call 1-585-424-1952, x22.



**MASTERLIBRARY**  
Build a lifetime of value into your next project

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