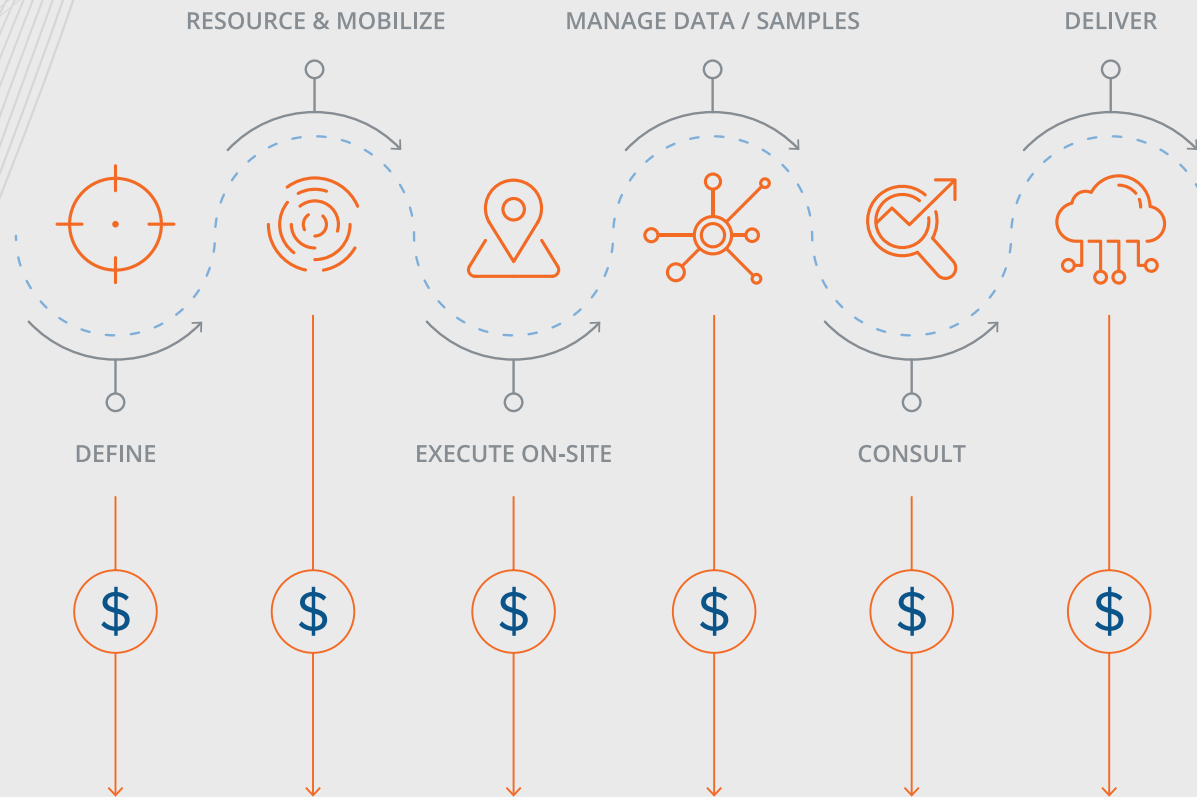




## AEC FIRMS: FINDING TRAPPED VALUE TO BECOME MORE PROFITABLE

### PROFITS.

AEC firms like yours are certainly talking about it. But what about all that “trapped value?”—That is, revenue and profit dollars that are trapped within inefficient or missing processes that don’t make it to your bottom line. This executive brief will help you to identify common areas of trapped value and provide ways for you to drive out more profitability.

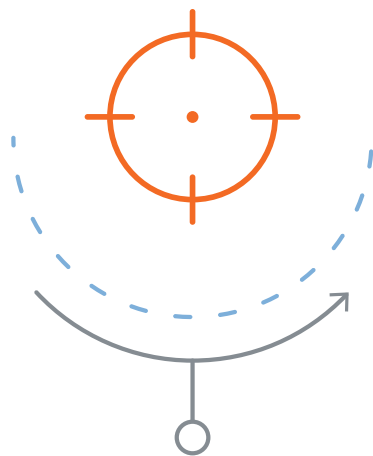


**YOUR BOTTOM LINE:** Hiring / Employee Retention / Productivity & Utilization / Managing Risk / Succession Planning

**THIS WORKFLOW REPRESENTS THE CURRENT PROJECT EXECUTION OFTEN FOUND WITHIN AEC COMPANIES TODAY:**

- Corporate or regional office communicating to and scheduling field staff
- Executing on field tests
- Observations and inspections
- Collecting and transporting samples to a lab
- Entering lab results
- QA/QC review
- Final delivery of results to the client and project team

With Agile Frameworks' MetaField® solution, we help companies like yours leverage this process to identify, measure, and track the trapped value that is pulled down from these often inefficient or unsystematic practices. From initial project definition all the way through delivering work product to your client, there are many processes that can leak your revenues, your margins and your profits. It's our job to help you uncover and improve those processes so that you can turn this leaked revenue into real actualized dollars to spend or reinvest into your business' bottom line.



**DEFINE**

## **WORKFLOW PHASE: DEFINE**

This is the beginning of the project workflow where you define the project scope and associated project requirements and specifications. The lack of a centralized location for project information, such as project specifications, project documents and report recipients, can cause areas of trapped value.

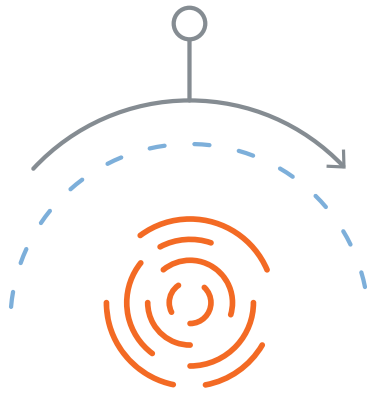
### **Common Areas of Trapped Value:**

- Out of date or inaccurate project information
- Disconnected project teams
- Inability to standardize processes across offices and locations

### **How MetaField Can Help:**

- Detailed project information flows directly from your project accounting system and is available for field users and project managers on their tablet, phone, or computer
- The project scope and work breakdown structure (WBS) further define services being provided
- Plans and specifications are attached for download and review in the field

## RESOURCE & MOBILIZE



### WORKFLOW PHASE: RESOURCE & MOBILIZE

Real-time visibility into scheduling and dispatching your qualified resources is imperative to keep a project on schedule. A lack of visibility often results in wasted dollars.

#### Common Areas of Trapped Value:

- Field technicians aren't notified in enough time to get to the project site
- Inability to balance field technician workloads
- Incorrect resources are sent to a project site
- Inability to immediately notify field techs on changes to the initial work orders

#### How MetaField Can Help:

- Schedulers can review committed workloads to schedule technicians on a centralized, shared calendar, which allows for smooth and fast resource allocation
- Work orders are issued and dispatched for technician notification and acknowledgement directly to and from their mobile devices making it easy for technicians to respond quickly to work order requests
- Required certifications ensure the right certified technician is assigned to the work order and completes all necessary tasks and tests consistently, correctly and efficiently
- Changes by the client due to fluctuating project conditions are delivered by the scheduler in real time to the field staff



## EXECUTE ON-SITE

### WORKFLOW PHASE: EXECUTE ON-SITE

Field data collection requires remote gathering of test, sample and special inspection/observation data. Paper-based data collection can cause mistakes and slow down delivery to the customer.

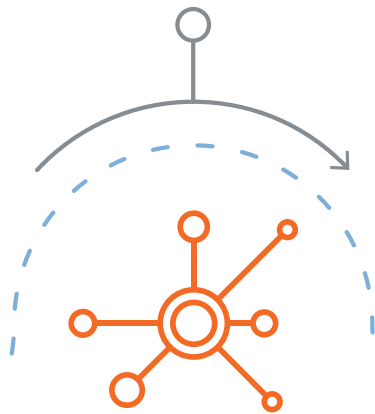
#### Common Areas of Trapped Value:

- Lost time when tracking down missing information due to incomplete or illegible paperwork
- Unnecessary redundant process of filling out paper forms and re-typing data into separate systems is labor intensive and error prone
- Field techs may be required to perform costly rework, resulting in re-visiting and re-testing due to initial errors
- Building new reports and/or specific field-level functions to perform new work can be labor intensive

#### How MetaField Can Help:

- Technicians can access data collection screens designed to meet ASTM, AASHTO standards, these screens require key pieces of data be entered prior to data review
- Easily design your own custom field forms to collect all necessary data
- Data, photos, and observations collected in the field are automatically uploaded into a central data repository and attached to the record
- Checklists and system verification help technicians consistently conduct the right tasks on-site and gather the correct data
- When data has been fully completed by your field staff, reports can be generated immediately from the field or back at the office after review

## MANAGE DATA / SAMPLES



### WORKFLOW PHASE: **MANAGE DATA/SAMPLES**

After your project data is collected, managing and tracking that data is important for analysis and reporting. In addition, managing the chain of custody of samples from the field to the lab is paramount to maintain consistency and compliance.

#### **Common Areas of Trapped Value:**

- Lost, misplaced, or mislabeled samples
- Lab check in processes are arbitrary
- Current and future lab backlog is unknown
- Redundant data entry because lab tech may not know what tests already have been performed

#### **How MetaField Can Help:**

- Once a sample is logged the system, it will receive a unique sample number to allow you to track the project and sample type
- Track sample backlog beginning with full chain-of-custody transparency starting in the field where samples are collected
- Dashboards allow visibility into lab workloads as well as samples sitting in the field waiting to be checked into a lab
- Intuitive queueing interface enables lab technicians to know exactly when samples are checked into the lab, what tests will be performed and when
- Ability to split large samples into smaller specimens for test execution
- Real-time visibility of test results provided to project managers
- Lab review queue ensures all results are approved prior to being distributed either to the client or to your internal QA/QC team





## CONSULT

### WORKFLOW PHASE: CONSULT

Engineers and project managers need to be able to see all project data in real time, so they can accurately analyze the data and make appropriate project recommendations. Lack of real-time visibility can lead to increased risk and liability.

#### Common Areas of Trapped Value:

- No formal process for data review and results distribution can lead to inefficiencies and make new employee onboarding difficult
- Time critical results are overlooked in a pile of paperwork awaiting review
- Inaccurate or misinformed reporting and project recommendations could result in costly rework and project delays
- Project data stored across different electronic systems make it challenging and time consuming to view data comprehensively
- Client reports sent with incorrect signature or stamped seal on reports

#### How MetaField Can Help:

- Field data review, analysis and recommendations can be accelerated because engineers have access to comprehensive set of data
- Engineers, lab managers, and project managers can access a dashboard for real-time visibility of field observations and test results, and can instantly generate reports
- Unsafe conditions or deficient items that need immediate action can be communicated with the most up to date onsite data, pictures, and updated specs
- System allows configuration of signing parameters so reports are always distributed appropriately

## DELIVER



### WORKFLOW PHASE: DELIVER

Issuing project reports is required in order to get paid for your work. Paper-based project information or project information spread across many systems can result in areas of trapped value. Having a central repository of reports generated on a project along with the ability to email and publish those reports to a client portal are critical to adding value to your clients.

#### Common Areas of Trapped Value:

- Difficulty in finding specific data or reports because there is too much information to search through
- Delays in making reports available to your clients
- Difficulty combining reports across different disciplines for customer delivery
- Poor client satisfaction
- Delays in project payment

#### How MetaField Can Help:

- You can access the report database to review report statuses, generate consolidated reports, and email or publish reports to client portals using AgilePort®
- Key metadata automatically assigned to reports upon creation facilitates search and retrieval later
- Ability to consolidate reports across both standard and customized forms and reports enables quick summary reporting
- Report distribution list management safeguards that everyone on the project is receiving the reports that are important to them
- Faster delivery of high-quality standardized reports can dramatically reduce invoicing cycles



# PROFITABLE ENGINEERING™ BY AGILE FRAMEWORKS

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MetaField is the AEC (Architecture/Engineering/Construction) and related service industries' trusted solution to streamline project management operations and client services focused on increasing productivity and profitability. MetaField also is the only industry solution that fully integrates corporate, field, and lab information management activities in one platform across multiple engineering and construction disciplines.

An end-to-end process within Metafield includes: scheduling/dispatch, project administration, field data collection and materials testing, review and quality control, digital signing, automated client reporting, and much more. Companies that use MetaField experience a fast ROI with a distinct competitive advantage focused on our profitable engineering™ approach.



## ABOUT AGILE FRAMEWORKS

Agile Frameworks offers MetaField as a subscription-based software-as-a-service (SaaS) platform that is accessible on any computer or mobile device. To learn more about how MetaField's capabilities can help your firm streamline complex workflows for greater productivity and profitability, visit [www.agileframeworks.com](http://www.agileframeworks.com). Call 1.800.779.1196 or email [sales@agileframeworks.com](mailto:sales@agileframeworks.com) to request a demo.

