

INTRODUCING PROJECTEDGE™

W. Gary Craig, President, ProjectEDGE.com
Last Revision Date: May 16, 2006



PROJECTEDGE™ is a Lotus Notes® based application designed for the overall Program or Project Management of any type of project(s). **PROJECTEDGE™** provides a means of introducing workflow and other consistent processes to any type of project team regardless of their location through LAN/WAN, Internet and dial-up communication capability.

PROJECTEDGE™ DEVELOPER

Edgewater Services Company, Ltd. (Services), the original developer of **PROJECTEDGE™**, is a Program Management entity that evolved from the real estate and energy development projects of the Edgewater Companies. ProjectEDGE.com acquired the rights to ProjectEDGE from Services in August of 2000. Both companies are solely owned by W. Gary Craig, a real estate developer and construction program manager with over 30 years of industry experience.

PROJECTEDGE™, originally developed by Services for use on their own projects and those of the Edgewater development companies, is the electronic implementation of their processes, which produced benchmark results for Edgewater, IBM, Eastman Kodak, Xerox and United States Postal Service, as well as others.

PROJECTEDGE™, offered in two versions for sale or as a hosted ASP application provides owners with the opportunity to empower their teams with groupware. The original "Classic" version of **PROJECTEDGE™**, is a single project application designed principally for project management of real estate development and/or construction project management. The Multi-project "Enterprise" version is suitable for any type of program/project management activity as well as collaboration and communication efforts in any industry.

THE PROJECTEDGE™ FOUNDATION

The Lotus Domino® and Lotus Notes® foundation for **PROJECTEDGE™** provide for a rapid exchange of information. The e-mail capability of Lotus Notes is well known with more than 180 million seats in use globally. Lotus Domino server is a respected Internet server for a wide variety of e-business applications.

The basic sharing of data through replication is the means by which project team members can stay in touch with one another regardless of their time zone or their location. Replication allows mobile users to coordinate their project information with the rest of the enterprise over any Internet connection. When deployed as an Internet ASP application through the power of Domino and Notes, non-Notes users need only a web browser equivalent to Internet Explorer or Netscape (4.0 or better).

Lotus Notes provides the ability to search for words and phrases in any of its databases. Notes also provides for calendaring, to do lists, etc. Many business related databases are available for solving many enterprise issues. MS Office and Exchange users can interface seamlessly with **PROJECTEDGE™**.

PROJECTEDGE™ EXTENDS THE POWER OF LOTUS NOTES

The Classic version **PROJECTEDGE™** extends the power of Lotus Notes by introducing a proven process for benchmark results in the development of real estate and energy projects. **PROJECTEDGE™** integrates the features of a Personal Information Manager (PIM), action item list, contract administration, schedule and budget control, value-engineering, decision documentation and other essential project functions.

PROJECTEDGE™ focuses a team's attention on planning for project success and accomplishing the tasks to achieve it on a timely basis. Process tools assist in many tasks ranging from developing the program for the building to the managing of submittals and samples. **PROJECTEDGE™** continually reviews the database for items which still have not been completed. The database also is searched for items which are approaching their renewal anniversaries. Additionally, users can search the database for any combination of words and phrases to locate all documents with references to those words and phrases.

The Enterprise Multi-project version of **PROJECTEDGE™** provides many of the above features, but with a broader industry basis. See the overview below for the capabilities of both versions.

OVERVIEW OF MAJOR FUNCTIONAL AREAS OF PROJECTEDGE™

Module or Feature	Classic	Enterprise
1. ACTION ITEM. Upon opening PROJECTEDGE™ , the user is presented with a chronologic list of all action items in the database. Having all of the action items up front, provides a means of quickly assessing what action has to be taken, by whom and when. Templates may be setup for repeated roll-outs.	Yes	Yes
2. CONTRACTS. The administration of contracts, change orders, purchase orders, work orders, insurance and bonding, from setup to closeout, are provided by this module.	Yes	No
3. CORRESPONDENCE. Letters, faxes, memos, form letters, transmittals, incoming external communications, and contact management are all provided in this module.	Yes	Yes
4. DISCUSSION. An electronic forum for any relevant project topic may be entered, categorized by keyword and answered by any project participant. This electronic forum aids in cycle-time reduction and leads to convergent solutions. Discussions also serve as best practice or knowledge management repositories.	Yes	Yes
5. DRAWINGS. Control over drawings, as-builts, studies and reports, as well as specifications, may be achieved through this module. Collaborative markup of drawings is also available with only a web browser.	Yes	Yes
6. MEETINGS. From the planning of a meeting agenda through dissemination of minutes, collection of comments and assignment of action items, all meeting documentation can be made available locally or over the Internet.	Yes	Yes

Module or Feature	Classic	Enterprise
7. PHONE AND ADDRESS BOOK. As part of the PIM capability, PROJECTEDGE™ generates a company and person phonebook that is used to provide the information to any module.	Yes	Yes
8. PHOTOS. Digital or scanned photos can be placed in the database for viewing of progress, incident documentation or RFI or value-engineering. Web cam capability is also enabled.	Yes	Yes
9. PUNCHLIST. Management of all aspects of a punchlist, including owner acceptance, are managed in this module. Re-usable templates may be setup.	Yes	No
10. REQUESTS FOR INFORMATION (RFI). Request for information during design and construction are managed with user-defined workflows in this module. Design RFI's can be used as a process tool to document programming decisions.	Yes	No
11. SAFETY. Management and enforcement of safety is accomplished through this module.	Yes	No
12. SERVICE REQUEST. Warranty requests, as well as occupancy related requests, are managed in this module as a post-construction process similar to punchlist.	Yes	No
13. SUBMITTALS. The processing of submittals and samples for review or for record is both tracked and expedited with user-defined workflows in this module.	Yes	No
14. MANAGEMENT REPORT. A continuous management report of project status, schedule and budget.	Yes	Partial
15. CHANGE MANAGEMENT. A workflow-based tool for managing changes in scopes of work and in contract documents	Yes	No
16. SURVEY. A due diligence type survey application available for new location due diligence, condition surveys, as well as other types of surveys based on client forms.	No	Yes
17. OTHER. Process ownership, accountability, automated audit trails, collaborative drafts, document templates, roll-up summaries, secure access and many other features as described on our website or in our whitepapers.	Yes	Yes

For more information on **ProjectEDGE™**, white papers or demonstrations, visit our web site at www.projectedge.com or contact us at 888-516-EDGE, Fax 315-471-6659 or e-mail at projectedge@edgewater.net.

About the Author:

W. Gary Craig is a University of Toronto graduate with a degree in Civil Engineering and a diploma in Operations Research. Mr. Craig also holds a Master of Science in Management from Rensselaer Polytechnic Institute. Mr. Craig has over 30 years of experience in construction management and real estate development.

To learn more about ProjectEDGE, contact:

W. Gary Craig, President
ProjectEDGE.com
225 Greenfield Parkway, Suite 102
Liverpool, NY 13088
Tel. No.: 315-471-4420 ext. 170
Fax No.: 315-471-6659
Email: gccraig@edgewater.net

Chris Crockett
ProjectEDGE.com
1782 Penfield Road
Penfield, NY 14526
Tel. No.: (585) 641-3060 ext. 105
Fax No.: (585) 641-3064
E-mail: ccrockett@projectedge.com

