

BQE Software Inc.
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- Sandra Tracy, Director of Business Operations
Zimmerman Weintraub Associates,
Architecture Firm

Invoice & Report Samples Inside

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Days Receivables Outstanding

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Project ID	Project Name	Invoice Number	Balance Due	Days Outstanding
04-098-AO:	All Over 2.0 Upgrade	1129	\$3,717.48	28
04-098-AO:	All Over 2.0 Upgrade	1131	\$7,213.41	25
04-098-AO:	All Over 2.0 Upgrade	1134	\$1,000.00	18
04-098-AO:	All Over 2.0 Upgrade	1135	\$10,000.00	18
04-098-AO:	All Over 2.0 Upgrade	1136	\$4,842.82	18
04-098-AO:	All Over 2.0 Upgrade	1137	\$289,433.54	11
04-110-SPC:	Sittin Pretty Customized	1055	\$240.00	345
04-165-SC:	Staples Center	1120	\$14,349.75	73
04-206-FFU:	Fun Foods 2.0 Upgrade	1132	\$5,228.70	19
04-242-RBL:	Redondo Beach Library	1056	\$33.42	345
04-377-DWP:	Dept. of Water & Power	1090	\$17.50	102
05-056-GTSS:	Green Thumb Starter System	1092	\$1,249.02	102
05-063-CHD:	City Health Department	1112	\$17.33	10
05-065-CBW.NE:	Crystal Blue Waters New System Installation	1094	\$2,175.00	102
05-065-CBW.SUPT:	Crystal Blue Waters Ongoing Support	1078	\$324.69	134
05-065-SYS.EVAL:	Crystal Blue Waters New System Evaluation	1093	\$2,000.00	102
05-361:B42	Long Beach Harbor Terminal Bldg. 42	1108	\$296.59	73
05-361:B42	Long Beach Harbor Terminal Bldg. 42	1113	\$1,266.25	10
05-399-MOD:	Municipal Offices Development	1079	\$20,750.00	134
05-399-MOD:	Municipal Offices Development	1097	\$24,500.00	102
05-399-MOD:	Municipal Offices Development	1115	\$24,562.43	-18
05-399-MOF:	Municipal Offices Feasibility	1096	\$17.50	102
05-399-MOF:	Municipal Offices Feasibility	1109	\$1,910.99	73
05-399-MOTS:	Municipal Offices Technical Support	1080	\$17.50	134
05-399-MOTS:	Municipal Offices Technical Support	1098	\$35.00	102
05-399-MOTS:	Municipal Offices Technical Support	1116	\$1,170.00	-18
05-455:A	Housing and Urban Development - Aspen, Colorado	1065	\$4,130.00	163
05-455:A	Housing and Urban Development - Aspen, Colorado	1106	\$4,352.50	101
05-455:A	Housing and Urban Development - Aspen, Colorado	1124	\$2,485.00	73
05-455:MC	Housing and Urban Development - Monte Carlo	1066	\$2,665.00	163
05-455:MC	Housing and Urban Development - Monte Carlo	1082	\$6,495.00	134
05-455:MC	Housing and Urban Development - Monte Carlo	1100	\$3,847.50	102
05-455:MC	Housing and Urban Development - Monte Carlo	1110	\$814.00	39
05-455:MC	Housing and Urban Development - Monte Carlo	1124	\$2,907.50	73
05-455:NY	Housing and Urban Development - New York City	1067	\$6,785.00	163
05-455:NY	Housing and Urban Development - New York City	1083	\$7,665.00	134
05-455:NY	Housing and Urban Development - New York City	1101	\$5,257.50	102
05-455:NY	Housing and Urban Development - New York City	1110	\$1,201.54	39

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Project Manager Billing Analysis

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Project Manager: (AM) - Allen Marcello

Date	Project ID	Inv Num	Credit	Write-Off	Paid	Billed
3/31/2008	04-165-SC:	1027			\$5,104.22	
3/31/2008	04-165-SC:	1036			\$628.60	
3/31/2008	04-165-SC:	1027			\$1,236.25	
3/31/2008	04-165-SC:	1015			\$240.00	
3/31/2008	04-165-SC:	1020			\$344.33	
3/31/2008	04-165-SC:	1015				\$240.00
3/31/2008	04-165-SC:	1020				\$344.33
3/31/2008	04-165-SC:	1027				\$6,340.47
3/31/2008	04-165-SC:	1036				\$628.60
5/23/2008	04-165-SC:	1120				\$14,349.75
Total for (AM)			\$0.00	\$0.00	\$7,553.40	\$21,903.15

Project Manager: (BD) - Bob Duncan

Date	Project ID	Inv Num	Credit	Write-Off	Paid	Billed
3/31/2008	04-242-RBL:	1052			\$233.87	
3/31/2008	04-242-RBL:	1029			\$537.50	
3/31/2008	04-242-RBL:	1052			\$100.00	
3/31/2008	04-242-RBL:	1021			\$75.00	
3/31/2008	04-242-RBL:	1029			\$1,000.00	
3/31/2008	04-242-RBL:	1056			\$210.00	
3/31/2008	04-242-RBL:	1046			\$110.52	
3/31/2008	04-242-RBL:	1038			\$409.48	
3/31/2008	04-242-RBL:	1046			\$266.13	
3/31/2008	04-242-RBL:	1038			\$1,275.00	
3/31/2008	04-242-RBL:	1021				\$75.00
3/31/2008	04-242-RBL:	1029				\$1,537.50
3/31/2008	04-242-RBL:	1038				\$1,684.48
3/31/2008	04-242-RBL:	1046				\$376.65
3/31/2008	04-242-RBL:	1052				\$370.92
3/31/2008	04-242-RBL:	1056				\$243.42
Total for (BD)			\$0.00	\$0.00	\$4,217.50	\$4,287.97

Grand Total	\$0.00	\$0.00	\$11,770.90	\$26,191.12
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Write Up/Write Down by Employee (Summary)

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Employee	Employee Name	Billed Hours	Std Amt	Std Rate	Act Amt	Act Rate	Wu/Wd %
AM	Allen Marcello	725.75	\$58,228.75	\$80.23	\$48,603.21	\$66.97	(16.53%)
BD	Bob Duncan	242.75	\$17,310.13	\$71.31	\$16,435.13	\$67.70	(5.05%)
BW	Bert Woolmer	520.25	\$41,740.00	\$80.23	\$38,004.80	\$73.05	(8.95%)
CJ	Curtis James	429.00	\$29,880.00	\$69.65	\$25,318.35	\$59.02	(15.27%)
EZ-AIR	Greg Wang	14.00	\$560.00	\$40.00	\$1,120.00	\$80.00	100.00 %
JA	Jennifer Arlington	238.25	\$28,410.00	\$119.24	\$33,147.90	\$139.13	16.68 %
JR	John Ramsey	42.00	\$3,848.50	\$91.63	\$5,357.95	\$127.57	39.22 %
MK	Mark Kerns	110.00	\$7,690.00	\$69.91	\$11,963.90	\$108.76	55.58 %
RC	Richard Curtis	518.25	\$41,640.00	\$80.35	\$36,661.20	\$70.74	(11.96%)
RT	Riley Thomas	310.75	\$21,752.50	\$70.00	\$22,575.70	\$72.65	3.78 %
SB	Sarah Beth	448.25	\$31,377.50	\$70.00	\$33,748.40	\$75.29	7.56 %
SE	Rose Annbach	260.25	\$20,482.00	\$78.70	\$32,051.86	\$123.16	56.49 %
SL	Sally Lawrence	32.50	\$2,526.25	\$77.73	\$173.95	\$5.35	(93.11%)
WB	Walter Birch	296.00	\$31,325.00	\$105.83	\$35,812.00	\$120.99	14.32 %
Totals		4,188.00	\$336,770.63	\$80.41	\$340,974.35	\$81.42	1.25 %

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Staff Billing Performance

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Employee	Billable	Non-Billable	Total Hours	Amt Billed	Hourly Rate
Allen Marcello (AM)					
IT	845.00	130.25	975.25	\$48,603.21	\$49.84
System Administrator since 5/21/2005	86.64%	13.36%			
Bob Duncan (BD)					
Design	470.25	79.00	549.25	\$16,435.13	\$29.92
Draftsman since 7/9/2005	85.62%	14.38%			
Bert Woolmer (BW)					
Marketing	699.00	89.25	788.25	\$38,004.80	\$48.21
Director since 5/8/2005	88.68%	11.32%			
Curtis James (CJ)					
Design	578.25	78.00	656.25	\$25,318.35	\$38.58
Sr. Engineer since 7/3/2005	88.11%	11.89%			
Greg Wang (EZ-AIR)					
Air Conditioning Repair	87.00	7.00	94.00	\$1,120.00	\$11.91
Vendor since 10/27/2004	92.55%	7.45%			
Jennifer Arlington (JA)					
Admsintration	310.00	397.00	707.00	\$33,147.90	\$46.89
Administrative Assistant since 4/22/2005	43.85%	56.15%			
John Ramsey (JR)					
Receiving Coordinator	62.50	7.00	69.50	\$5,357.95	\$77.09
Vendor	89.93%	10.07%			
Mark Kerns (MK)					
Rendering	112.00	1,747.75	1,859.75	\$11,963.90	\$6.43
Jr. Architect since 4/22/2005	6.02%	93.98%			
Richard Curtis (RC)					
Design	664.00	93.00	757.00	\$36,661.20	\$48.43
Sr. Engineer since 8/6/2005	87.71%	12.29%			
Riley Thomas (RT)					
Design	517.50	78.00	595.50	\$22,575.70	\$37.91
Sr. Architect since 7/10/2005	86.90%	13.10%			
Sarah Beth (SB)					
Development	892.00	76.00	968.00	\$33,748.40	\$34.86
Jr. Consultant since 5/21/2005	92.15%	7.85%			
Rose Annbach (SE)					
Admsintration	400.50	119.75	520.25	\$32,051.86	\$61.61
Office Manager since 4/30/2006	76.98%	23.02%			
Sally Lawrence (SL)					
Design	144.75	1,613.25	1,758.00	\$173.95	\$0.10
Jr. Architect since 6/26/2005	8.23%	91.77%			
Grand Totals					
11 Employees and 2 Vendors	5,782.75	4,515.25	10,298.00	\$305,162.35	
	56.15%	43.85%			

Allen Marcello

Project ID	B-Hours	Billable	Non-Billable	% Billable	% Non-Billable
04-098-AO:	274.75	238.75	36.00	86.9%	13.1%
04-110-SPC:	38.50	38.50	0.00	100.0%	0.0%
04-146-DCS:	29.50	29.50	0.00	100.0%	0.0%
04-165-SC:	7.00	7.00	0.00	100.0%	0.0%
04-206-FFU:	92.00	92.00	0.00	100.0%	0.0%
04-361:B61	7.50	7.50	0.00	100.0%	0.0%
04-BQES:	86.25	0.00	86.25	0.0%	100.0%
05-025-WWNS:	156.00	156.00	0.00	100.0%	0.0%
05-056-GTSS:	128.25	128.25	0.00	100.0%	0.0%
05-065-CBW.NE:	78.75	78.75	0.00	100.0%	0.0%
05-065-SYS.EVAL:	17.50	17.50	0.00	100.0%	0.0%
05-361:B42	30.00	30.00	0.00	100.0%	0.0%
05-399-MOD:	14.25	14.25	0.00	100.0%	0.0%
05-HILLARD:4	7.00	7.00	0.00	100.0%	0.0%
05-OVERHEAD:	8.00	0.00	8.00	0.0%	100.0%
Total - Allen Marcello	975.25	845.00	130.25	86.6%	13.4%

Bob Duncan

Project ID	B-Hours	Billable	Non-Billable	% Billable	% Non-Billable
04-098-AO:	0.50	0.50	0.00	100.0%	0.0%
04-146-DCS:	32.50	32.50	0.00	100.0%	0.0%
04-165-SC:	35.25	35.25	0.00	100.0%	0.0%
04-377-DWP:	75.00	75.00	0.00	100.0%	0.0%
04-563-PPS:	5.50	5.50	0.00	100.0%	0.0%
04-BQES:	66.00	0.00	66.00	0.0%	100.0%
04-proforg:	5.00	0.00	5.00	0.0%	100.0%
05-025-WWNS:	10.00	10.00	0.00	100.0%	0.0%
05-063-CHD:	183.50	183.50	0.00	100.0%	0.0%
05-399-MOF:	1.50	1.50	0.00	100.0%	0.0%
05-455:MC	24.00	24.00	0.00	100.0%	0.0%
05-455:NY	36.00	36.00	0.00	100.0%	0.0%
05-455:R2	4.00	4.00	0.00	100.0%	0.0%
05-563:TECH	10.50	10.50	0.00	100.0%	0.0%
05-HILLARD:1	10.00	10.00	0.00	100.0%	0.0%
05-HILLARD:2	30.00	30.00	0.00	100.0%	0.0%
05-HILLARD:4	12.00	12.00	0.00	100.0%	0.0%
05-OVERHEAD:	8.00	0.00	8.00	0.0%	100.0%
Total - Bob Duncan	549.25	470.25	79.00	85.6%	14.4%

Grand Totals

B-Hours	Billable	Non-Billable	% Billable	% Non-Billable
1,524.50	1,315.25	209.25	86.27%	13.7%

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Gross Margin by Project

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Hilliard New Residence-SD (05-HILLARD:4) - Managed by (CJ)

Invoice #: 1130 Invoice Date: 07/10/2008 Invoice Amount: \$22,350.55 GM \$: \$3,349.55 GM %: 14.99

Services

Employee ID	Date	A-Hours	Bil Rate	Cost Rate	Amount	Cost Amt	GM \$	GM %
AM	06/24/2008	7.00	\$80.00	\$33.50	\$560.00	\$234.50	\$325.50	58.13
BD	06/24/2008	7.00	\$70.00	\$27.50	\$490.00	\$192.50	\$297.50	60.71
CJ	06/24/2008	7.00	\$150.00	\$35.00	\$1,050.00	\$245.00	\$805.00	76.67

Expenses

Employee ID	Date	Units	Unit Cost	Chg Amt	Cost Amt	GM \$	GM %
AM	06/24/2008	12.00	\$0.50	\$6.42	\$6.00	\$0.42	6.54
AM	06/24/2008	21.00	\$2.00	\$46.20	\$42.00	\$4.20	9.09
EZ-AIR	06/24/2008	11.00	\$11.00	\$129.47	\$121.00	\$8.47	6.54
EZ-AIR	06/24/2008	1.00	\$11.00	\$11.77	\$11.00	\$0.77	6.54
EZ-AIR	06/24/2008	1.00	\$1.00	\$1.10	\$1.00	\$0.10	9.09
EZ-AIR	06/24/2008	12.00	\$33.00	\$423.72	\$396.00	\$27.72	6.54
JR	06/24/2008	1.00	\$11.00	\$11.77	\$11.00	\$0.77	6.54
JR	06/24/2008	1.00	\$2.00	\$2.20	\$2.00	\$0.20	9.09
JR	06/24/2008	12.00	\$1,222.00	\$16,130.40	\$14,664.00	\$1,466.40	9.09
RT	06/24/2008	1.00	\$122.00	\$134.20	\$122.00	\$12.20	9.09
SE	06/24/2008	21.00	\$121.00	\$2,795.10	\$2,541.00	\$254.10	9.09
SL	06/24/2008	232.00	\$1.00	\$255.20	\$232.00	\$23.20	9.09
SL	06/24/2008	23.00	\$3.00	\$75.90	\$69.00	\$6.90	9.09
TT	06/24/2008	1.00	\$111.00	\$122.10	\$111.00	\$11.10	9.09

Total for Invoice 1130:	<u>\$22,245.55</u>	<u>\$19,001.00</u>	<u>\$3,244.55</u>	<u>14.59%</u>
Project (05-HILLARD:4) Total:	<u>\$29,362.55</u>	<u>\$21,118.50</u>	<u>\$8,244.05</u>	<u>28.08%</u>
Grand Total:	<u>\$646,876.39</u>	<u>\$497,774.17</u>	<u>\$149,102.22</u>	<u>23.05%</u>