

Rethinking Contract Administration

Explore how your current contract administration methods compare to the features and capabilities of RForm, a leading solution for Architecture and Engineering Firms

Actionable Communication and Collaboration

The Question:

Do you know if your software allows you to post potentially actionable items that don't exist elsewhere? Does it facilitate conversations that lead to next steps or new projects?

Why It Matters:

Effective contract administration isn't just about document storage but communication and collaboration. The right software fosters a dynamic environment where team members can share ideas, raise concerns, and initiate action.

· RForm in Focus:

RForm emphasizes communication and collaboration in features like RFIs, change orders, and submittals. These features facilitate structured communication that drives projects forward.

Shared Information for Team Success

The Question:

Do your teams generate shared information about the project? Is this information readily accessible and useful for completing the next actions?

Why It Matters:

Projects involve multiple stakeholders, each with responsibilities. The ability to share and access relevant information ensures everyone is on the same page and can contribute effectively.

· RForm in Focus:

RForm's centralized platform allows for easy storage and sharing of project-related information, from documents to communication logs. This helps teams stay aligned and make informed decisions.

Structured Requests and Task Management

The Question:

Does your software enable structured requests to other team members? Does it contain information relevant to specific activities or deadlines?

Why It Matters:

Clear communication and task management are essential for project success. Software that allows for structured requests and tracks relevant information helps teams stay organized and meet deadlines.

· RForm in Focus:

RForm's features, such as change directives and supplemental instructions, enable teams to make formal requests and track their progress, ensuring that tasks are completed efficiently.

Centralized Information Hub

The Question:

Does your software offer storage for general information that is accessible to the appropriate team members?

Why It Matters:

A central repository for project-related information streamlines communication and ensures everyone can access the most up-to-date details.

· RForm in Focus:

RForm's project file document storage feature is a central hub for all project-related information, ensuring easy access and promoting transparency.

Client Value Proposition

Centralized Platform

Organize and document crucial project information to minimize risks of miscommunication and legal disputes

Enhanced Collaboration

Facilitate seamless communication between owners, contractors, subcontractors and suppliers to keep everyone on the same page and working towards common goals

Automated Workflows for Higher Accuracy

Automate critical tasks to ensure deadlines are met, obligations are promptly fulfilled, and document generation is precise

Scalability and Adaptability

Adapt to projects of any size or complexity by managing multiple contracts, handling modifications, and accommodating changing needs

Your Benefits



Reduce Administrative Tasks

Automate routine contract management tasks to save hours of manual work.



Lower Overhead Costs

Avoid human errors and inefficiencies that drive up operational costs.



Fewer Errors, Streamlined Lifecycles

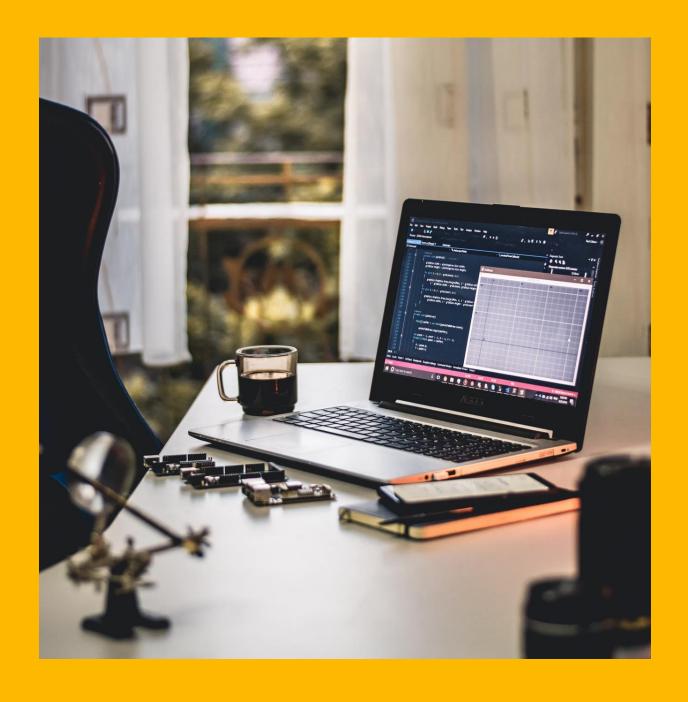
Automated features and workflows ensure accurate, efficient project management.



Transparent Records

Maintain a centralized, accessible repository of all contract-related activities.

RForm's comprehensive contract management solution delivers tangible benefits that drive project success and organizational efficiency.



RForm streamlines workflows through centralized documentation, task management, and collaboration features. This transforms contract administration for architects by saving time, reducing errors, and improving project oversight.



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