



FEE: \$50 annual

✓ **YES! I would like to subscribe to the new Online Plan Service.** I understand there is an annual fee of \$50, and that refunds are not available for the annual fee. I also understand that the board may decide to charge a monthly fee for this service at a later date.

✓ **I also understand I must be a member in good standing.** If I cancel my Builders' Exchange membership, or have my membership suspended for cause, my username and password will also be disabled.

Company Name _____
Contact Name _____
Company Address, City, Zip _____
Phone Number (____) _____ FAX Number (____) _____
Contact E-mail: _____

(WRITE CLEARLY! We will email your user information)

Payment method:

(Check one) **Check included** **Invoice us**

✓ **Sign me up!** I am aware of the fees, system requirements and the usage agreement.

Signature: _____

**Fax or mail to
Builders' Exchange of Santa Clara County,
400 Reed St., Santa Clara, 95050 Fax 408-727-2779**

FOR OFFICE USE ONLY

BXSC Member # _____ Inv # _____ Date E-mailed User Name and Password _____

Update Access Online _____ E-mail _____ Web site _____



Q & A

Builders' Exchange of Santa Clara County Online Planroom

Q. What is it?

A. Working together with other Builders' Exchange throughout the state, we are bringing a new online planroom to our members! View, download and print job documents using your Internet connection. **Save valuable time, organize your day to fit YOUR needs**

- ▶ **Note: Some plans are available online only. That means they will only be accessible to Online Plan Service subscribers. Extremely large plans or book bound plans may not be scanned to the Online Planroom.**

Q. What do I need to do to use the Online Plan Service?

A. **Online Plan Service is available to all BXSCCO members with active membership.** If you are a licensed contractor or material supplier and NOT a member, you can join now! To use the Online Plan Service, you will need a computer and Internet access.

Below are the minimum computer requirements. If your system is bigger, that's better!

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Pentium 100 computer | <input checked="" type="checkbox"/> 15" Monitor | <input checked="" type="checkbox"/> Internet connection |
| <input checked="" type="checkbox"/> Modem: 28.8 or faster | <input checked="" type="checkbox"/> 16 MB RAM Memory | <input checked="" type="checkbox"/> Windows 98/2000 or NT |

Q. How much does Online Plan Service cost?

A. There is an annual charge of \$50 per corporate member. You may add other exchanges that are a part of the California Plan Room Network for \$200+ per exchange. Ask exchange staff for more details! You may cancel Online Plan Service usage and still remain a member of the Builders' Exchange.

Q. What happens if my BXSCCO membership lapses?

A. The Online Plan Service is restricted to members in good standing. If you choose to cancel your membership, or are cancelled/suspended for cause, your subscription to the Online Planroom will also be cancelled and your user setup disabled.

Q. What are some of the features of the Online Plan Service?

A. Some of the features include:

- ✓ **Online Plans and Specifications (all documents avail. 24/7)**
- ✓ **Project Listings (sort, scroll, save, view, search, print...)**
- ✓ **Addenda and Pre-Bid Conference Information**
- ✓ **Project Details (the details are all there!)**
- ✓ **Current bidding Information**
- ✓ **Multiple sorting queries (Advanced "word" search in specs)**
- ✓ **Plan Holders' List (with confirmation check list)**
- ✓ **My Desk to organize your projects (bidding and archived jobs)**
- ✓ **Email Project Information to anyone (it's as easy as that!)**
- ✓ **Purchase access to other Exchange plan rooms.**
- ✓ **Pay-Per-Project for other Exchange plan rooms.**

The fine print

Terms of use: The documents in the Online Planroom Service for BXSCCO are provided as a service to its subscribers. You as the user BXSCCO are responsible for confirming that all content is current and complete for bidding purposes. BXSCCO is also not responsible for posting all documents prior to bid date and time.

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