

WE MAKE IT  
**SIMPLE**<sup>™</sup>

## EXCLUSIVE DOCUMENT ARCHIVING SOFTWARE

### FEATURES & BENEFITS:

- Eliminates wasted time
- Immediate document retrieval
- No learning curve required
- Simple point & click navigation
- Customizable & scaleable
- Mobile & Tablet friendly

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**BHFX**<sup>™</sup>SIMPLE

DOCUMENT  
ARCHIVING  
SOFTWARE



# What is it?

**BHFX Simple is a revolutionary digital document storage & retrieval system that is transforming the way facility managers and building maintenance professionals catalog and access critically important documents such as architectural and engineering drawings, manuals, warranties and reports of all kinds.**

## Solve a nagging, long-term problem.



Most Facilities Managers have a designated storage area. Many are crammed with architectural plans and engineering

drawings, close-out documents, manuals and a host of important building and inspection related printed materials, all occupying space and quite cumbersome to deal with. While some document storage areas are orderly, others are less organized.

Virtually every Facility Manager has experienced the frustration and time-consuming effort of searching through piles of hanging or rolled up drawings attempting to find a particular document, from a particular project, on a particular date. Worse yet, often times key documents simply cannot be located and costly re-engineering fees are the result.

# The solution.

BHFX Simple's exclusive proprietary software represents a technological breakthrough. BHFX Simple enables customers to convert traditionally printed architectural documents into easily managed and immediately retrievable digital formats. Avoid confusion resulting from key employee departures. Eliminate scavenger hunts and wasted time.



*BHFX Simple software is intuitive. Point and click navigation eliminates the need for special training of any kind. Virtually no learning curve exists.*

## How it works.

The process begins with the BHFX Simple account team working closely with client staff to gather and inventory all existing traditionally printed building documents.

Prints, drawings, manuals and related materials are then consolidated, organized, scanned, indexed and prioritized before being loaded into the BHFX Simple data base. Once in the BHFX Simple database, archived building documents become effortlessly accessible as well as retrievable within minutes, if not seconds.

# It's simple.

Ease of use is the key. Both iPad and tablet friendly, data and documents are readily accessible from mobile as well as desk top devices.



*The BHFX Simple process will save you time and aggravation.*

BHFX Simple software is intuitive. Search using any one of the seven customizable search filters, or the simple point and click navigation eliminates the need for special training of any kind and virtually no learning curve exists.

Search quickly and effortlessly through inspection reports, architectural and engineering drawings, maintenance records, manuals, warranties, inspection reports as well as a virtually limitless list proprietary client-specific building documents.

## Spend 20 simple minutes.

Our brief 20 minute demonstration will forever change the way you store and retrieve your important building plans and documents.

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DOCUMENT ARCHIVING SOFTWARE

Call us today for a free consultation.  
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