

Crux.build Module Reference

Every Workflow. One Platform. One QuickBooks.

20 modules organized by construction workflow -- from pre-construction bidding through financial close.

Crux spans the full construction lifecycle. Every module connects to the same job record. Everything that touches money syncs to QuickBooks automatically on approval. This guide walks through each module in the order you would encounter it during a real construction project -- from estimating and bidding through scheduling, field operations, and financial close.

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- Phase 1: Pre-Construction and Bidding** (4 modules)
- Phase 2: Project Setup and Scheduling** (3 modules)
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Note on Customer Payments

The Customer Payments module is under active roadmap review. A full description will be included in the next version of this guide following that review. Contact info@crux.build for current status.

PHASE 1: PRE-CONSTRUCTION AND BIDDING

Before any nail is driven, the financial baseline must be right. These modules establish the quantities, costs, and subcontractor pricing that every downstream financial decision depends on -- whether your team runs pre-construction work sequentially or in parallel tracks.

TakeOffs

A single estimating error caught at takeoff prevents a six-figure budget variance downstream. This module replaces siloed spreadsheets -- where formulas break and files multiply -- with a single source of truth every estimator works from.

TakeOffs calculates material quantities using shared, project-specific templates built for your trade mix. Unlike legacy spreadsheet methods where each estimator maintains their own file with their own formulas -- creating duplication, version conflicts, and broken calculations -- TakeOffs provides one collaborative environment with templates that can be copied and adapted for material variations. When quantities are finalized, they freeze and feed directly into the Estimates module as the quantity baseline, eliminating re-entry.

HOW IT WORKS:

- **Custom Templates:** Trade-specific calculators are configured once and shared across the estimating team. Any estimator can open, copy, and adapt a template for material variations -- no one is working from their own siloed spreadsheet version.
- **Automatic Waste Factor:** Standard waste multipliers are applied automatically by material type -- concrete at 10%, lumber at 15%. These prevent the mid-project purchase orders that blow up budgets.
- **Team Transparency:** Every estimate is visible to the full team in real time. No version confusion, no emailing files back and forth, no wondering which spreadsheet is the current one.
- **Quantity Freeze to Estimates:** When takeoff quantities are finalized, they lock and import automatically into the Estimates module as the quantity baseline -- no manual re-entry between the two steps.

Estimates

Syncs Job Estimate to QB

The project budget baseline starts here. This module manages multiple estimate versions, tracks the bank-facing Schedule of Values, and syncs the locked budget to QuickBooks -- so every financial report downstream is measuring against the right number.

Estimates compiles direct costs from takeoff quantities, links them to unit prices, applies contingency buffers and builder fee markups, and creates the official Job Estimate in QuickBooks. The module supports multiple estimate versions so teams can track iterations without losing prior baselines. It also manages the bank-facing Schedule of Values -- a critical distinction in commercial construction, where lenders pay out on flat, bank-assigned segment values that do not always map to internal contractor cost codes. Crux handles both views from a single estimate record.

HOW IT WORKS:

- **Multiple Estimate Versions:** Teams can maintain and compare multiple estimate versions as scope evolves. Prior versions are preserved so you never lose the baseline you started from.
- **Unit Cost Calculation:** Links takeoff quantities to unit prices from historical project rates or subcontractor quotes. Computes base costs per trade and per cost code.
- **Bank-Facing Schedule of Values:** Generates the Schedule of Values in the format commercial lenders require -- flat, bank-assigned segment values -- separately from internal cost code tracking. Both views are maintained from the same record.
- **QuickBooks Budget Sync:** Creates the Job Estimate in QuickBooks Online or Desktop automatically, establishing the official budget baseline that all downstream reporting measures against.

Bid Sheet

This is the macro-level bidding workspace for estimators and AP staff. It manages incoming trades, multi-vendor interactions, and approaching deadlines across the entire company portfolio -- not just one job.

Bid Sheet operates at the company level, giving estimators and AP teams a single workspace to manage subcontractor solicitation across all active projects simultaneously. It handles incoming trade bids, multi-customer and multi-vendor interactions, and deadline tracking across the full portfolio. Bid packages are organized by trade, bids are sent only to vetted subcontractors, and side-by-side leveling identifies scope gaps before any contract is awarded.

HOW IT WORKS:

- **Cross-Portfolio Management:** Manages incoming trades and approaching bid deadlines across all active projects simultaneously. Estimators and AP staff are not switching between job-by-job views -- they have one workspace for the whole company.
- **Controlled Trade Solicitation:** Bid invitations are sent manually to selected subcontractors only. No unsolicited pricing. No vendors entering the process without being vetted.
- **Side-by-Side Bid Leveling:** Tabulates subcontractor quotes across bidders to surface inclusions, exclusions, and scope gaps before award. You see exactly where bids differ before you commit.

BidWatcher

Once bids are in motion on a specific job, this module shows exactly where every line item stands. Color-coded status tracking for each bid package -- so nothing slips through during the most time-sensitive stage of a project.

BidWatcher is a strictly project-focused operational workspace. Where Bid Sheet manages solicitation across the portfolio, BidWatcher is the single-job view -- showing the real-time bid status for every line item on that project with color-coded indicators. Users set statuses per package, attach subcontractor proposals, add negotiation notes, and upload supporting files. The result is a complete, searchable bidding record for every trade on every job.

HOW IT WORKS:

- **Color-Coded Line Item Status:** Every bid package on the job displays its current status with color coding -- not started, requested, received, awarded. At a glance, you see which trades are locked and which still need attention.
- **Proposal and File Attachments:** Subcontractor proposals, scope letters, and supporting documents attach directly to the relevant line item. The full paper trail for every trade lives in one place.
- **Notes and Activity Log:** Each line item carries a running notes log -- follow-up calls, clarifications, negotiation updates. The complete bidding history for every trade is documented and searchable.
- **Single-Job Focus:** Unlike Bid Sheet, BidWatcher is scoped strictly to one project. Project managers get a clean, focused view of their bid status without cross-project noise.

PHASE 2: PROJECT SETUP AND SCHEDULING

Once a project is awarded, these modules set up the operational infrastructure -- the master schedule, the permit tracking, and the standardized task checklists that keep the build on track.

Scheduler

A schedule that is not connected to the financial plan is just a calendar. This module ties project milestones to payment schedule tracking and cash flow forecasting -- so PMs know when revenue will arrive, not just when work is due.

Scheduler maps the master project timeline with milestone sequencing and critical path tracking. Uniquely, it connects milestone completions directly to customized payment schedules per line item -- allowing PMs to configure trade-specific draw timing, such as pulling a 20% materials draw for plumbing upfront rather than spreading costs evenly across a timeline. This gives PMs the data they need to generate accurate cash flow charts that reflect how construction actually gets paid.

HOW IT WORKS:

- **Milestone Sequencing:** Maps project milestones with predecessor logic and tracks the critical path to identify which delays will cascade and which have schedule float.
- **Customized Payment Schedules:** Configures payment schedule timing per line item independently. A plumbing trade might draw 20% for materials upfront while other trades follow a different schedule. Each is configured separately to reflect real draw timing.
- **Cash Flow Forecasting:** Connects milestone completions and configured payment schedules into a cash flow chart that PMs can use to project when revenue will arrive against when costs are going out.

Permits

An expired or missing permit can shut down a job site and delay the schedule by weeks. This module tracks every permit across every active project, alerts you before problems happen, and maintains a permanent audit log of every action taken.

Permits logs and monitors building, electrical, and utility permits across all active projects. Every permit is stored in a centralized compliance vault with its application number, PDF documentation, and expiration date. Automated renewal alerts notify project managers before terms expire. Every action taken within the permit vault -- status updates, document uploads, approvals -- is permanently tracked by user identity and timestamp, creating an internal quality control record that covers the firm in any compliance review.

HOW IT WORKS:

- **Compliance Vault:** Stores municipal application numbers and permit PDFs in a centralized, searchable record. Every document is accessible instantly when an inspector or auditor asks.
- **Automated Renewal Alerts:** The system monitors expiration dates and sends advance warnings to the assigned PM. No manual tracking spreadsheets. No expired permits discovered during an inspection.
- **Full Audit Log:** Every action inside the permit vault -- who updated a status, who uploaded a document, when each change was made -- is permanently logged by user identity and timestamp. This audit trail supports internal quality control and compliance reviews.

Tasks

Every new project needs the same 50 tasks done in the first two weeks. This module auto-generates those checklists, lets teams inject custom tasks as needed, and lets managers audit completion across multiple jobs at once.

Tasks standardizes operations by automatically spawning checklists of routine tasks for every new build -- permitting applications, utility scheduling, site setup, temporary power, dumpster delivery. Due dates are set relative to the project start date and predecessor completions, not manually entered. Teams can also inject custom tasks directly into a running checklist template at any time, so they are never rigidly locked into defaults. Managers audit completed and overdue tasks across multiple active builds simultaneously from the PM Console.

HOW IT WORKS:

- **Template Auto-Loading:** Standard task checklists generate automatically for every new project. No one has to remember the startup sequence -- the system populates it from your configured template.
 - **Custom Task Injection:** Users can add custom tasks into any running checklist at any point in the project. Teams are not locked into defaults -- if a task is specific to this job or this situation, it can be added without disrupting the rest of the checklist.
 - **Relative Deadline Scheduling:** Task due dates are set relative to project start dates and predecessor completions. When the start date shifts, deadlines adjust automatically.
 - **Multi-Job Oversight:** Managers review completed and overdue tasks across all active builds simultaneously from the PM Console -- no job-by-job checking.
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PHASE 3: FIELD OPERATIONS

During active construction, these modules capture what is happening on site -- inspections, daily site records, action items, and team communication -- connecting field activity to the project record in real time.

Inspections

A failed inspection that sits unresolved delays the schedule and costs money every day. This module logs results, captures green tag photos, and creates corrective tasks for the PM to assign -- keeping nothing unaddressed.

Inspections schedules municipal site tests -- framing, rough plumbing, electrical -- and tracks their results. Field supers photograph signed inspection tags and upload them directly to the job file as a timestamped record. When an inspection fails, the system creates a corrective action task and notifies the PM immediately for assignment. Every inspection result, every photo, and every corrective action is permanently attached to the job record.

HOW IT WORKS:

- **Test Scheduling:** Schedules municipal inspection checks by type -- framing, rough plumbing, electrical, final. Each test is tied to the project record and assigned to the responsible superintendent.
- **Green Tag Documentation:** Field supers photograph signed inspection stickers and upload them directly to the job file. The photo is timestamped and attached to the inspection record as permanent documentation.
- **Corrective Task Creation:** When an inspection fails, the system creates a corrective action task and sends an immediate notification to the project manager for assignment and follow-up tracking.

Daily Logs

Firm owners and executives can audit any active build in real time without picking up the phone or disrupting field supers. This module creates a live operational record of every job -- who was on site, what happened, and what it looked like.

Daily Logs collects daily site records including subcontractor headcounts, labor hours, weather events, material deliveries, and progress notes. Photos and videos are attached directly to each log entry. Beyond the field record, Daily Logs functions as an executive oversight tool -- leadership can review any active project's daily activity in real time without interrupting the superintendent. The accumulated record also provides documentation for delay disputes, insurance claims, and liability questions.

HOW IT WORKS:

- **Executive Oversight Without Disruption:** Firm owners and leadership can review any active job's daily activity -- who was on site, what was delivered, what progress was made -- without calling the superintendent or disrupting field operations.
- **Manpower and Progress Tracking:** Records subcontractor headcounts, labor hours, and daily progress notes with user identity and timestamps. Data is tied to the specific job and date.
- **Photo and Video Record:** Site photos and progress videos attach directly to the daily log entry, creating a timestamped visual record that supports project management, audits, and dispute resolution.

Todos

RFIs, punch list items, and immediate field requests need to move fast. This module handles the quick, action-now tasks that do not belong on the master schedule -- with direct assignment and immediate text notification.

Todos manages the field engine for minor, immediate, and post-project tasks -- RFIs requiring fast responses, punch list items that need assignment, ad-hoc field requests, and coordination items that arise during active construction. These are assigned directly to laborers or subcontractor foremen by name, with SMS notifications sent for immediate awareness. Todos keeps the master task checklist and project schedule clean while ensuring every field action item has an owner and a notification.

HOW IT WORKS:

- **RFIs and Punch List Items:** Captures Requests for Information and punch list items as they surface -- either during active construction or at project close -- and assigns them for immediate resolution without disrupting the master schedule.
- **Ad-Hoc Field Requests:** Supers log quick field coordination items -- dumpster swaps, cleanup requests, material delivery timing -- and assign them directly without creating formal schedule tasks.
- **Direct Assignment and SMS Alert:** Every todo is assigned to a named individual. An SMS notification fires immediately on assignment so the person knows what is needed and when -- no email lag, no missed handoffs.

Project Notes

When team communication happens across email, texts, and phone calls, there is no searchable record tied to the job. This module centralizes every instruction, update, and question into one feed permanently attached to the project.

Project Notes replaces scattered communication channels with a centralized, searchable discussion feed attached to each job record. Team members post updates, tag coworkers, ask questions, and upload documents. Everything is categorized with hashtags for filtering and stays permanently attached to the project record -- creating a complete communication history that anyone on the team can search at any time.

HOW IT WORKS:

- **Collaborative Feed:** Team members post progress updates, field instructions, and questions directly within the job context. Everyone on the project sees the same information in the same place.
- **Hashtag Classification:** Notes are categorized with hashtags -- Safety, Inspection, RFI, Change Order, Punchlist -- for quick search filtering across the full project history.
- **Document Attachments:** Drawing revisions, site photos, specification changes, and field instructions upload directly to the notes feed. The updated drawing lives in the project record -- not in someone's inbox.

PHASE 4: FINANCIAL CONTROLS AND QUICKBOOKS SYNC

The financial core of Crux. Every module in this section touches money -- and everything that touches money syncs to QuickBooks automatically. No manual re-entry. No reconciliation lag. No version conflicts between the field and the books.

Bill Tracker

Auto-Posts to QB AP

The origin of Crux. Vendor invoices arrive through every channel -- email, mail, fax, in person. Without a system, they sit on desks, in trucks, and in inboxes. This module digitizes intake, routes approval, checks insurance, and posts to QuickBooks automatically.

Bill Tracker is the module that started it all. Subcontractors upload progress invoices directly into the platform -- no email intake, no paper shuffling. Each invoice is automatically routed to the assigned project manager for work verification. Before any approval can happen, the system checks the subcontractor's insurance status. If GL or Workers Comp coverage is expired, the bill is blocked. When the PM approves, the bill posts to QuickBooks Accounts Payable automatically. Zero duplicate entry. Full audit trail on every transaction.

HOW IT WORKS:

- **Vendor Upload:** Subcontractors submit progress invoices directly into the platform through a vendor portal. No email. No paper intake. No invoices sitting in someone's truck for three days.
- **PM Progress Review:** Each invoice routes to the assigned PM to verify that the work claimed was actually completed before payment is authorized.
- **Insurance Compliance Check:** Before any bill can be approved, the system verifies GL and Workers Comp coverage. Expired certificates block the bill automatically -- no manual checking required.
- **Automatic QuickBooks Sync:** Approved bills post to QuickBooks Accounts Payable instantly. The moment the PM clicks approve, QuickBooks reflects the transaction. Zero re-entry.

Credit Card Portal

Syncs to QB Card Registers

Every construction company loses money on field purchases that go uncategorized and cannot be billed back to clients. This module captures every receipt at the point of purchase, streamlines the pairing process, and prevents that loss from happening.

Credit Card Portal eliminates the receipt leakage that causes construction firms to silently absorb tens of thousands in unallocated field costs. Field employees photograph receipts and assign each charge to a specific job and cost code at the moment of purchase -- not three weeks later from a crumpled receipt. The portal then streamlines receipt pairing against credit card statements, cutting manual reconciliation loops from days to minutes. Matched, cost-coded expenses push to QuickBooks card registers automatically. Every charge is categorized, job-assigned, and in the books.

HOW IT WORKS:

- **Point-of-Purchase Capture:** Workers photograph receipts and assign job and cost code immediately from the field. Charges are logged the moment they happen -- before receipts get lost or forgotten.
- **Streamlined Statement Pairing:** The portal assists in matching employee receipt uploads against credit card statements, cutting the manual reconciliation process from days to minutes. Unmatched charges are flagged for follow-up.
- **Loss Prevention:** By capturing and categorizing every field expense at the time it occurs, the portal prevents firms from absorbing unallocated costs that cannot be recovered from clients because they were never properly documented.
- **QuickBooks Ledger Sync:** Matched, cost-coded expenses push directly to QuickBooks card registers. Every charge is categorized, job-assigned, and reflected in the books automatically.

Insurance Compliance

Syncs with QB Vendor Directory

If a subcontractor on your job site has expired coverage and someone gets hurt, your company is exposed. This module tracks every policy, syncs with your QuickBooks vendor directory for tax ID verification, and blocks payments to anyone who is not compliant.

Insurance Compliance tracks subcontractor GL, Workers Comp, Auto, and Umbrella policy expirations across every active vendor. The module syncs directly with the QuickBooks vendor directory to pull critical tracking attributes including EIN and Federal Tax ID numbers -- keeping vendor compliance records aligned with your accounting system. Expiration dates are monitored automatically, advance warnings are sent before policies lapse, and expired certificates block bill syncing and check issuance in QuickBooks entirely. The liability gap is closed at the system level.

HOW IT WORKS:

- **QuickBooks Directory Sync:** Syncs with the QuickBooks vendor directory to pull vendor and sub-vendor tracking attributes including EIN and Federal Tax ID numbers, keeping compliance records aligned with accounting.
- **COI Record Management:** Logs policy numbers, aggregate limits, and endorsement flags -- Additional Insured, Waiver of Subrogation -- for every subcontractor in your vendor directory.
- **Automatic Expiration Monitoring:** Policy dates are monitored continuously. Approaching expirations trigger advance warnings to the PM and accounting team before coverage lapses.
- **Payment Block Enforcement:** Expired insurance does not just trigger a warning -- it blocks the subcontractor. Crux prevents syncing bills or issuing checks to any vendor with lapsed coverage.

Payment Applications

When your lender requires a formatted draw package to release construction funding, this module compiles it -- Schedule of Values, work-in-place percentages, and the full draw request -- in a standard compatible format that meets commercial lending requirements.

Payment Applications generates bank-compatible draw packages for general contractors to submit to lenders and owners. The module sets client contract lines from project estimates, tracks work-in-place percentages, compiles materials stored, and produces draw requests in a standard compatible format that meets bank and commercial lending draw requirements. Crux pulls aggregate cost data from QuickBooks to inform draw calculations, while retainage computations and draw package figures are calculated and maintained within Crux.

HOW IT WORKS:

- **Schedule of Values Setup:** Sets client contract lines based on project estimates. Each line item tracks original contract value, previous billings, current work completed, and balance remaining.
- **Draw Package Formatting:** Renders work-in-place percentages and materials stored in a standard compatible format that meets bank and commercial lending draw requirements. No proprietary format lock-in.
- **Retainage and Draw Calculations:** Retainage computations and draw package figures are calculated and maintained within Crux. QuickBooks aggregate cost data informs the inputs; the final draw package figures are owned by Crux.
- **Schedule of Values Tracking:** Tracks each SOV line item through the full project billing lifecycle -- original value, amounts previously billed, current period billing, and contract balance remaining.

Reports

Mirrors QB Data Internally

Real-time job cost analysis -- budget versus actual, cost to complete, vendor commitments, and historical benchmarks -- available without waiting for a bookkeeper to compile anything.

Reports renders job cost analysis by querying Crux's internal synchronized database, which continuously mirrors QuickBooks data in the background. This means reports reflect current information without triggering live external API calls on demand. The module covers budget-to-actual analysis at the cost code level, cost-to-complete forecasting, individual line-item cost histories, vendor commitment logs, and historical square-footage project benchmarks for estimating reference on future bids.

HOW IT WORKS:

- **Budget-to-Actual Analysis:** Compares the original job estimate against actual costs from the synchronized internal database. Variances are surfaced at the cost code level so you see exactly where a job is over or under budget.
- **Cost-to-Complete Forecasting:** Projects remaining cost to finish based on current spend rates and committed but unbilled subcontractor work -- the report that tells you whether a job will finish profitable.
- **Line-Item Cost Histories:** Tracks the full cost history for individual line items across the project lifecycle. Every charge, approval, and adjustment is recorded at the line-item level.
- **Vendor Commitment Logs:** Summarizes outstanding subcontractor commitments -- what has been billed, approved, paid, and what remains -- per vendor per job.
- **Historical Sq Ft Benchmarks:** Generates square footage cost comparison charts across completed projects, giving estimators real data from your own history to price future bids rather than relying on industry averages.

PHASE 5: VISIBILITY AND OVERSIGHT

These modules provide the monitoring views that owners, executives, and project managers need to stay ahead of problems across their active portfolio -- from a single job to the entire company.

Dashboard

The executive monitoring hub and navigation launchpad. Unapproved invoices, aging approval metrics, permit alerts, and operational flags across every active job -- surfaced before they become problems.

Dashboard is the company-wide operational monitoring hub and navigation launchpad for management. It aggregates actionable alerts from every active project -- unapproved invoices with aging timelines, permit status flags, inspection alerts -- into a single view for immediate awareness. Critically, the invoice aging tracking also logs individual employee-level approval metrics, surfacing exactly which team members are bottlenecking the bill processing workflow. The Dashboard is where management monitors and navigates. The operational modules themselves are where the work happens.

HOW IT WORKS:

- **Cross-Project Alert Aggregation:** Pulls actionable flags from every active project simultaneously. Management is not clicking into each job to check status -- the dashboard surfaces what needs attention company-wide.
- **Invoice Aging and Bottleneck Tracking:** Surfaces unapproved invoices with aging timelines and logs individual employee-level approval metrics. If a specific team member is consistently delaying bill approvals, the data makes that visible.
- **Navigation Launchpad:** Provides direct navigation to any project's Job Portal from a single screen. One click from the company-wide view to the specific job that needs attention.

Job Portal

Once a job is selected, this is the central workspace where the work happens. Direct access to bills, credit cards, estimates, bids, tasks, permits, inspections, and reporting -- all from one project hub.

The Job Portal is the primary operating environment for any active project. When a user selects a job, the portal opens into a full workspace with direct access to nearly every module in the platform -- Bill Tracker, Credit Card Portal, Estimates, Bid Sheet, BidWatcher, Tasks, Permits, Inspections, Daily Logs, Todos, Project Notes, and Reports -- all scoped to that specific job. It is not a filtered view of the Dashboard. It is where PMs, supers, and accounting staff do their daily work. Everything needed for a job is accessible from this single entry point.

HOW IT WORKS:

- **Full Module Access:** From the Job Portal you reach Bills, Credit Cards, Estimates, Bids, BidWatcher, Tasks, Permits, Inspections, Daily Logs, Todos, Notes, and Reports -- all scoped to the selected job with no cross-project noise.
- **Role-Appropriate Views:** What each user sees inside the Job Portal is governed by their role. A superintendent sees field modules. A PM sees financial and field. Accounting sees the full financial picture.
- **Single Entry Point:** Every action on a job starts here. Submit a bill, log a daily report, check permit status, review the budget -- one place, one context, no switching between separate sections.

PM Console

When you are running 15 active projects, this module shows you which ones have problems right now -- and which PMs have capacity to take on the next assignment.

PM Console is the multi-job health monitor for owners and executives overseeing multiple active projects simultaneously. It aggregates delayed permits, failed inspections, overdue tasks, and budget variances across the entire portfolio. The module also includes corporate Resource and Employee Allocation capacity tracking -- giving executives the ability to audit PM workloads and see in real time who has the capacity to take on new job assignments, and who is already at or over capacity.

HOW IT WORKS:

- **Portfolio-Level Risk View:** Aggregates delayed permits, inspection failures, and overdue tasks across all active jobs. Problems surface at the portfolio level before they become project-level emergencies.
 - **Budget Variance Monitoring:** Surfaces budget-to-actual variances across all jobs simultaneously. If multiple projects are trending over budget, they are visible here before they require intervention.
 - **Resource and Capacity Tracking:** Audits PM workloads across the active project portfolio. Executives can see exactly which project managers have capacity to take on new assignments and which are already fully committed.
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Quick Reference: All 20 Modules by Category

FINANCIAL CONTROLS

- Bill Tracker
- Credit Card Portal
- Payment Applications
- Insurance Compliance
- Reports

PRE-CONSTRUCTION

- TakeOffs
- Estimates
- Bid Sheet
- BidWatcher

FIELD OPERATIONS

- Scheduler
- Permits
- Inspections
- Tasks
- Daily Logs
- Todos
- Project Notes

VISIBILITY

- Dashboard
- Job Portal
- PM Console

Not sure which modules your operation needs?

Book a 30-minute demo at www.crux.build | info@crux.build