

TapeAndFloat office assistant: free 60-day pilot

A one-page summary for the owner. Hand it over or forward it.

What it is

An AI office helper for drywall subcontractors and small GCs. The office forwards the GC texts, emails and voicemails it already gets. We put jobs, crews, change orders, invoices and lien dates into one Google Sheet that the company owns, and send a short daily note about what needs attention. During the pilot a real person reviews everything.

What the daily note flags

- Change orders that were never signed or never billed
- Two crews booked on the same day, or a crew sent to the wrong address
- Invoices that are past due or never went out
- Texas lien notice dates coming up, and missing lien waivers

What stays the same

- No new app or software. It works in a Google Sheet and your normal email.
- Nothing goes out without your OK. Crew texts and payment reminders come back as drafts to approve.
- English and Spanish.

What it costs

- The pilot is free for 60 days. No card needed.
- After 60 days, the planned price is \$10 to \$20 a month per company, only if you decide to keep it.
- You keep your Google Sheet either way.

Who the pilot is for

Drywall subs and small GCs in the Austin area with roughly 2 to 10 crews, where one person runs the office. 10 spots.

What we ask in return

Forward the messages, check the daily note, and give honest feedback on what helped and what didn't.

Sign up or book a short call: tapeandfloat.com/office-assistant • Questions: james@tapeandfloat.com