



Cotiva — Quick Start

Price cleaning jobs and send branded proposals in minutes.

Get started in 4 steps

1

Activate

Open **cotiva.bluewavecleaning.net** (or your downloaded copy). Enter the **license key** from your purchase email, plus your name, email, and order number, then click **Activate License**. You only do this once per device.

2

Set up your business

Add your business name, logo, and default rates so every quote and proposal comes out branded to you.

3

Build a quote

Pick a job type, enter the details (square footage, frequency, crew, hours...), and your **price and margin** **calculate live** as you type.

4

Send a proposal

Turn any quote into a **branded proposal** and print or save it to PDF — or export to Word (.docx) — to send your client.

Cotiva by Bluewave

Activate Cotiva

Enter the license details from your purchase email to begin.

License key

CQP - XXXX - XXXX - XXXX

Format: CQP-XXXX-XXXX-XXXX. Case and dashes don't matter.

Your full name

As it appears on your order

Purchase email

you@example.com

Order number

From your Shopify confirmation email.

Activate License

Lost your key? Reply to your order confirmation email and we'll re-send it.

Cotiva is licensed for use by the named buyer only. Redistribution, resale, or sharing of the file or license key is prohibited.

The activation screen — enter the key from your purchase email.

Your dashboard



OVERVIEW

Dashboard

Start Here

Business Settings

CORE CALCULATORS

Residential

Commercial

SPECIALTY CALCULATORS

Senior / Apartment

Move-In / Move-Out

Airbnb / STR Turnover

Deep Cleaning

Post-Construction

Floor Care

Carpet Cleaning

Window Cleaning

Trash Bin Cleaning

Basement / Specialty

COTIVA / DASHBOARD

EN — English

Bluewave Cleaning Services

Client View

Internal View

COTIVA · BY BLUEWAVE

Quote faster. *See your costs.*

Protect your margin.

A complete pricing and proposal toolkit for residential, commercial, and specialty cleaning businesses. Build profitable bids without staring at a blank spreadsheet.

Start a Residential Quote

Start a Commercial Quote

Core calculators

Residential Cleaning

Square-foot, recurring, and add-on pricing for homes, apartments, and turnover work.

Commercial Janitorial

Multi-visit contracts with supervision, overhead, and price-per-square-foot analysis.

Proposal Generator

Turn any saved calculation into a client-ready, branded proposal you can print to PDF.

Specialty modules

Senior / Apartment

Recurring common-area cleaning across multi-property portfolios.

Move-In / Move-Out

One-time turnover cleaning with deep-clean intensity multiplier.

Airbnb / STR Turnover

Per-stay Airbnb and vacation-rental turnovers, priced for recurring schedules.

Deep Cleaning

Detail-heavy first cleans and refresh jobs.

The dashboard: core calculators, specialty modules, and your business profile.

What's inside — six tools

Residential Cleaning

Square-foot, recurring & add-on pricing for homes.

Post-Construction

New builds & renovations — multi-floor, multi-pass, debris.

Scenario Comparison

Compare staffing, frequency & margin side by side.

Commercial Janitorial

Contracts with supervision, overhead & price-per-sq-ft.

Proposal Generator

Turn any quote into a branded, client-ready proposal.

Break-Even Analysis

See your minimum price and the line you can't cross.



OVERVIEW

Dashboard

Start Here

Business Settings

CORE CALCULATORS

Residential

Commercial

SPECIALTY CALCULATORS

Senior / Apartment

Move-In / Move-Out

Airbnb / STR Turnover

Deep Cleaning

Post-Construction

Floor Care

Carpet Cleaning

Window Cleaning

Trash Bin Cleaning

Basement / Specialty

COTIVA / RESIDENTIAL

EN — English

Bluewave Cleaning Services

Client View

Internal View

Residential

The condition and pet level shape your time-on-job estimate.

Property details

The condition and pet level shape your time-on-job estimate.

Square footage

2400

sq ft

Bedrooms

3

Bathrooms

2

Service type

Deep cleaning

Frequency

Bi-weekly

Condition

Standard

Pets in home

1-2 pets

Labor & costs

Use your real wage and burden rate. Burden covers payroll taxes, workers' comp, and benefits (typically 18-28%).

Cleaners assigned

2

Hours per cleaner

3

hrs

Wage per hour

28

Supplies cost

\$ 25

Equipment cost

\$ 18

Travel cost

\$ 20

Target margin

40

Discount on quote

0

A residential quote — price and margin update live.



OVERVIEW

Dashboard

Start Here

Business Settings

CORE CALCULATORS

Residential

Commercial

SPECIALTY CALCULATORS

Senior / Apartment

Move-In / Move-Out

Airbnb / STR Turnover

Deep Cleaning

Post-Construction

Floor Care

Carpet Cleaning

Window Cleaning

Trash Bin Cleaning

Basement / Specialty

COTIVA / PROPOSAL GENERATOR

EN — English

Bluewave Cleaning Services

Client View

Internal View

Proposal Generator

Edit client info, scope, and terms. Then export as PDF or Word.

VIEW IN:

English

Save as PDF

Download Word

Print

Clear

DOCUMENT TYPE:

Quote

Proposal

Client Information

CLIENT / CONTACT NAME

COMPANY (OPTIONAL)

Service address

EMAIL

PHONE

Proposal Content

SCOPE SUMMARY

DETAILED SCOPE (OPTIONAL — BULLET ITEMS, ONE PER LINE)

EXCLUSIONS (OPTIONAL)

ADDITIONAL TERMS / NOTES (OPTIONAL)

VALID UNTIL

PROPOSAL #

PRICING OPTIONS (GOOD-BETTER-BEST)

Service Images

Document Attachments

References

A branded proposal, ready to print, save to PDF, or export to Word.

Install it (optional)

Run Cotiva like an app, online or off.

- **Phone:** open the link, then **Add to Home Screen**.
- **Desktop:** click the **install** icon in the address bar.

After it loads once, it works completely offline.

Good to know

- ✓ Works 100% offline once loaded
- ✓ One-time purchase — no subscription, ever
- ✓ English, Spanish & Portuguese
- ✓ Your data stays on your own device

Lost your key or stuck? Reply to your order confirmation email, or contact **contact@bluewavecleaning.net**. Your license is for your own business use — keep your key private.