

TPG AI INSTALLATION MENU

The AI Minimum *Operating System*

The essential AI workflows every \$1M–\$20M founder-led company should have installed.

Nineteen workflows, eight sections

INSTALLED BY OUR OWN ENGINEERING TEAM

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THE PREMISE

The mistake is to build a list of “20 AI tools every company should use.”

Tools change every six months. *The business functions that should be automated do not.*

What follows is not a tool list. It is an operating system: nineteen workflows that, once installed, run the administrative and informational layer of a company so that people can spend their time on judgment, relationships and building.

The technology is now mature enough to support all of it. Company AI systems can work across internal knowledge and connected applications. Google and Microsoft have AI embedded across email, documents and meetings. Orchestration platforms connect AI workflows across thousands of applications.

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Each installation is priced individually. Most companies begin with the Foundation.

01 Company AI Brain

The single highest-leverage install, and the layer most of the others sit on top of. Everything the company knows, made answerable.

SOPs + contracts + pricing + proposals + past projects + policies + meeting history → indexed into one AI layer → answered on demand with sources

New hires, sales reps and operators stop interrupting the three people who “know how things work here.”

PRIMARY PAYOFF Institutional knowledge stops living in a handful of heads.

II FOUNDER TIME AND ATTENTION

02 AI Inbox Manager

Email is where the founder’s week silently disappears. AI reads, sorts and prepares it before the founder ever opens it.

Inbox → triaged by importance → summarized → drafts prepared → routine replies handled → only decisions surfaced

PRIMARY PAYOFF Founder gets out of email.

03 AI Executive Daily Brief

Every morning the CEO receives one concise briefing:

Today's meetings + important emails + overdue commitments + KPI exceptions + sales opportunities + problems requiring a decision.

Not another dashboard. A short written brief that says what needs attention today and why.

PRIMARY PAYOFF CEO attention moves toward exceptions and decisions.

04 AI Calendar Conflict and Load Guard

Calendar scanned each evening → double-bookings, back-to-backs, missing prep time, travel gaps and overloaded days flagged before the day begins

The founder learns about the collision the night before, not thirty seconds before the client joins.

PRIMARY PAYOFF The executive calendar stops failing in front of customers.

05 AI Founder Research and Decision Agent

The founder asks:

“Should we enter this market?”

“What’s happening with this competitor?”

“Which acquisition target looks attractive?”

“Where are our margins leaking?”

AI performs research, analyzes internal information and produces:

Facts → options → economics → risks → recommendation → next actions.

This is where connected company information stops being a chatbot and starts doing multi-step work.

PRIMARY PAYOFF Increase the founder’s decision-making bandwidth.

III MEETINGS AND FOLLOW-THROUGH

06 AI Meeting Intelligence

Every meaningful meeting automatically becomes:

Recording → transcript → summary → decisions → action items → owners → deadlines → CRM/project system

No more human note-taking. No more “what did we agree on?”

PRIMARY PAYOFF Nothing discussed gets lost.

07 AI Action-Item and Accountability Engine

AI watches meetings, email and project conversations and asks one question:

Who promised to do what, by when?

Then creates the task, assigns the owner, follows up, and escalates the commitment when it goes overdue.

PRIMARY PAYOFF Radical increase in organizational follow-through.

08 Stale Task Detector

Overdue reporting tells you what already failed. This tells you what is about to.

Open task → no status change in 7 days → owner pinged → still no movement → surfaced to manager

A task that has not moved in a week is a problem, even if the deadline is three weeks out.

PRIMARY PAYOFF Problems surface early enough to still be fixable.

09 Waiting-on-Reply Tracker

Every company loses money in silence. Quotes, proposals, client questions and vendor requests get sent and then never come back, and nobody notices, because nothing is technically overdue.

Sent thread → no reply in 3+ days → flagged → follow-up drafted → still silent → escalated to owner

The system watches outbound conversations, not just internal tasks.

PRIMARY PAYOFF Deals and requests stop dying quietly in the inbox.

IV REVENUE

10 AI CRM Autopilot

Customer and prospect activity automatically becomes structured CRM data:

Emails + calls + meetings → notes → contacts → opportunity stage → next action → follow-up date.

Nobody should be manually “updating the CRM.” Records enrich themselves, prospects get scored, and post-call notes write themselves from the transcript.

PRIMARY PAYOFF Clean CRM without salespeople doing clerical work.

11 AI Marketing Content Engine

One piece of source material:

Founder interview / webinar / customer story / product release

automatically becomes:

Blog → LinkedIn → email → short video concepts → newsletter → sales content → social posts.

The key isn't "AI writes content." It is: *one human insight → many distribution assets automatically.*

PRIMARY PAYOFF 5–10× content leverage.

V CUSTOMERS

12 AI Customer-Service Front Line

AI handles the routine:

Questions → troubleshooting → order/status requests → policies → returns → FAQs

and escalates the exceptions to a person with full context attached, across both chat and email.

PRIMARY PAYOFF Faster customer response with dramatically less repetitive labor.

13 AI Voice-of-the-Customer Engine

Continuously analyze:

Reviews + support tickets + calls + surveys + lost deals + returns + complaints

and report:

Top complaints

New problems

Feature requests

Customer language

Reasons customers buy

Reasons customers
leave

PRIMARY PAYOFF Turn thousands of conversations into management intelligence.

VI OPERATIONS AND ADMINISTRATION

14 AI Intake and Request Router

Most work in a founder-led company arrives as “hey, can you...” in Slack, a text message, a hallway conversation or a forwarded email. None of it is tracked.

Incoming request (form, email, Slack) → classified → structured → routed to the right owner → due date set → tracked to completion

Covers client requests, IT tickets, bug reports, leave, purchase approvals and internal asks.

PRIMARY PAYOFF Every request enters a system instead of someone’s memory.

15 AI Leave and Approval Flow

Small companies run approvals through interruption. Someone asks, someone says yes, nobody records it, and the calendar finds out last.

Request → policy check → approver notified → decision logged → calendar blocked → team notified → HR record updated

Plugs into existing HR systems rather than replacing them.

PRIMARY PAYOFF Administrative approvals stop consuming management attention.

16 AI Renewal and Contract Watchdog

Software subscriptions, vendor agreements, licenses, insurance policies and domains renew automatically and invisibly. In most companies this is pure leaked margin.

Contracts + subscriptions + licenses → renewal dates tracked → alerts at 30, 14 and 7 days → owner, annual cost and cancel-by date attached

PRIMARY PAYOFF No silent auto-renewals, and recoverable spend becomes visible.

17 AI Financial Close and Bookkeeping Assistant

AI works continuously rather than at month end:

Categorize transactions → reconcile → identify anomalies → prepare reports → explain variances → surface problems.

Modern accounting AI already automates much of this and can flag unusual P&L or balance-sheet movement on its own.

PRIMARY PAYOFF Cleaner books and faster financial visibility.

18 AI Weekly Report Generator

Nobody should spend Friday afternoon assembling numbers that already exist in five systems.

CRM + project system + finance + support + calendar → pulled → compared against prior period → written into a narrative → exceptions highlighted → delivered to the team

Not a dashboard. A written explanation of what changed and what it means.

PRIMARY PAYOFF Management reporting happens without anyone producing it.

19 AI Recruiting and Onboarding Assistant

For each role:

Job description → candidate screening → interview preparation → interview summary → comparison → onboarding plan → training assistant.

Once hired, the employee gets an AI onboarding companion trained on company information, which is the Company AI Brain doing its second job.

PRIMARY PAYOFF **Faster hiring and dramatically faster time-to-productivity.**

19

Workflows in the menu

8

Sections of the business covered

1

Foundation the rest sits on

We do not replace your people. *We give them the system they have been asking for.*

Standard installations come from the TPG AI Installation Menu, priced individually and installed by our own AI architecture and engineering team. Custom development is scoped independently.