APPENDUM
DETAILED SCOPE OF WORK

Delaware Veterans Home is looking for an Electronic Facility Maintenance System that includes the application requirements listed in the document below.

The following are requirements for the requested solution. The proposal should discuss how the solution would provide for the following items. Use the Comment section to provide additional detail.
All functionalities listed should be checked in one of three columns:
YES - indicating that the solution would provide this functionality as proposed standard to the product selected
*NO - indicating the solution would not provide this functionality as proposed and that this functionality would not be possible
MODIFICATION - indicating that a modification would be required to achieve stated functionality. If this selection is chosen, the solution and pricing must include work involved to make this modification for the final deliverable. The vendor must provide detailed specifications in the comment column.

Item #	Vendor Information/Application Requirements/Features:	Check one for each feature: Y= Yes N= No X = Chg / Mod			Comment (please provide any additional information or costs):
		Y	N	X	
1	**Work Orders**				
2	Life Safety Code compliance - Tracking of required tasks such as water temperature checks, fire drills and generator testing Fire Alarm Inspections Boiler inspections in a reliable way. Such as next due date, last date completed. Frequency required.				
3	Ability to log on and check the completed tasks of staff and building from anywhere there's an internet connection.				
4	OSHA Compliance - OSHA record keeping and compliance, including lockout/tag out, OSHA 300 incident reports etc.				
5	Disaster Management & Emergency Preparation - Disaster & Emergency Preparedness an all-encompassing tool that allows me to Create disaster plans and emergency contact lists directly in the system, Listing All our tasks (necessary checks and inspections) in our work schedule, and a specific building plans from anywhere.				
6	Maintenance Schedules (RWP) Reoccurring work program making sure tasks are completed properly and on time is one of the most important parts				

The following are requirements for the requested solution. The proposal should discuss how the solution would provide for the following items. Use the Comment section to provide additional detail.
All functionalities listed should be checked in one of three columns:
YES - indicating that the solution would provide this functionality as proposed standard to the product selected
*NO - indicating the solution would not provide this functionality as proposed and that this functionality would not be possible
MODIFICATION - indicating that a modification would be required to achieve stated functionality. If this selection is chosen, the solution and pricing must include work involved to make this modification for the final deliverable. The vendor must provide detailed specifications in the comment column.

Item #	Vendor Information/Application Requirements/Features:	Check one for each feature: Y= Yes N= No X = Chg / Mod			Comment (please provide any additional information or costs):
	of the maintenance of our building. Maintenance schedules allow, staff to see the tasks that needs to be done and check them off as they go.				
7	Warranty Tracking - Avoid unnecessary repair costs by knowing what equipment is covered under warranty.				
8	Repair Tracking - Understand the costs of equipment by tracking the costs of repairs over the life of equipment. This allows staff to make informed "fix or replace" decisions based on your equipment's history.				
9	Capital Equipment Reporting - need as much information as possible to make large-scale decisions on equipment purchases for the facility. Ability to view age, repair records, original unit costs etc.				
10	Work Orders - let staff enter unscheduled maintenance tasks. These tasks can then be prioritized and tracked so that I can be sure they're completed quickly and efficiently. Generate Reports such as completed, uncompleted, material used, man hrs, historical data total WO for week, month, year. Break down buy room or unit etc.				
11	Dashboard - ability to view system on my mobile device				