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B2W MAINTAIN

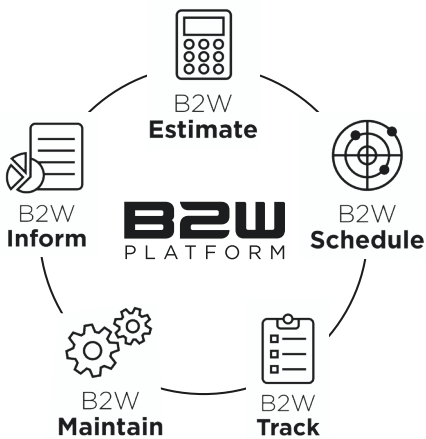
EQUIPMENT MAINTENANCE & REPAIR Features Overview

B2W Software empowers and inspires heavy civil construction companies to win more work and complete it more profitably. The company's unified platform connects resources, workflows and data and includes advanced, unified elements to manage estimating, scheduling, field tracking, equipment maintenance, data capture and business intelligence.

Keeping assets on the job and minimizing cost of ownership are critical to profitability and command a substantial chunk of every operating budget. B2W Maintain is a Computerized Maintenance Management System (CMMS) that connects shop, field and management teams and helps them maximize equipment utilization and cut maintenance costs. The software manages all aspects of the maintenance process, drives preventive programs and provides enterprise-wide access to equipment status and history in real time.

KEEP CONSTRUCTION EQUIPMENT ON THE JOB AND CUT COSTS

- Streamlined repair request and work order processing
- User-defined preventive maintenance plans
- Enterprise-wide visibility of equipment status, location and repair history in real time
- Unified with B2W field tracking and scheduling applications for repair request, status and dispatching
- Parts inventory control and purchasing integration





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Maintenance Advanced Dashboards

Visually view your most important maintenance activity on one page.

FEATURE	DESCRIPTION
Visually Displayed Maintenance Activity	<ul style="list-style-type: none">• Unassigned repair requests• Unscheduled preventive maintenance• Unscheduled work orders• Past due work orders• Pending time cards needing approval• Scheduled work orders and time cards• Review work order priority and mechanic hour trends



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Maintenance Requests

Maintenance requests are user created or system generated requests for work that is required on a piece of equipment. Whether submitted from the field, created directly from B2W Maintain, or created in the Work Orders tab, all required work is managed in a central location.

FEATURE	DESCRIPTION
Repair Requests	<p>Quickly create repair requests via the mobile tablet application or desktop version.</p> <p>When coupled with B2W Track, requests for repairs can be easily submitted from the field and immediately available within B2W Maintain — reducing communication overhead and forgotten work.</p>
Preventative Maintenance Requests	<p>Easily manage system generated preventative maintenance requests along with your user created requests, ensuring efficiency in completing required work.</p>
Request Grouping	<p>Group all work that needs to be done on a single piece of equipment together when creating a work order.</p>
Custom Defined Priorities and Types	<p>Customize request types and priorities to fit your specific business and reporting needs.</p>
Request Meter Readings	<p>Capture equipment meter readings when requests are created ensuring that your equipment meter data can be used as reference points for future review. Settings enable you to select the following for each meter category:</p> <ul style="list-style-type: none">• Exclude from field logs• Exclude from work orders• Require a meter reading to complete a work order <p>Apply settings globally and individually.</p>
Attachments	<p>Add attachments such as photographs, diagrams, and other documentation pertinent to repair request or work orders. Also add descriptions for each attachment.</p>
Comments	<p>Streamline communication to and from the field using comments that are time-stamped and labeled with the user that added them. Comments provide an always-available trail of communication that can be reviewed at any time.</p>
Real-Time Search and Filter	<p>Quickly find specific equipment resources and Repair Requests using the real-time search capability and filter criteria such as Open Requests or Unassigned Requests. The system remembers filters set as you navigate the application.</p>



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Work Orders - Planning

Work Orders allow you to conveniently plan the work that needs to occur on a piece of equipment by grouping multiple repair items together, and assigning the appropriate codes, parts, and estimated hours before approving the work to be completed by a mechanic.

FEATURE	DESCRIPTION
Work Order Items	Minimize downtime by creating work orders with multiple items to be completed on a piece of equipment. Items can be any type of work including planned, unplanned, and preventative work, and will automatically appear in the request when created. Group failure and action codes with specific Equipment Component Codes to allow proper filtering when choosing a Component code in Work Order items.
Custom Defined Priorities and Codes	Customize work order codes, types, and priorities to fit your specific business and reporting needs.
Attachments	Add attachments such as photographs, diagrams, and other documentation pertinent to the work order along with a description for each attachment.
Comments	Continue the conversation started on the request by adding comments to the work order, immediately communicating updates to the field or your mechanics. All comments are time-stamped and labeled with the user that created them.
Work Order Parts	Estimate and track the parts necessary to complete a work order by creating a work order specific list of parts that includes quantities and prices.
Add a Part on the Fly	Record parts purchased in the field directly on a work order. Mechanics can record the part description, Unit Cost, Purchase Order number, and other details. This feature makes it easier to accurately cost Work Orders.
Estimated Work Order Hours	Estimate hours and craft necessary to complete work orders so you don't overload your mechanics.
Actual Work Order Hours	Once work has been completed, update the work order with the actual hours to complete the work including the mechanic that did the work, the date it was done and how long it took. Hours entered on the work order screen automatically feed a daily time card.
Charge Mechanic's Equipment to a Work Order	Track the cost of equipment used to complete Work Orders and get an accurate total Work Order cost. You can charge the cost via a Work Order or a Time Card. Hours can be entered via desktop or Mobile Tablet. Run Work Order Total Cost reports to track actual repair expenses.
Work Order Parts	Approve the work order to be scheduled once you are satisfied with its details.
Advanced Proximity Map	View equipment that is in a designated proximity to another piece of equipment, on a Job, or at a Place, and then view the work available in the system for that equipment all on one screen. Customize your maps with geofences to draw boundaries around job sites to group equipment on a job or to designate its location at a place.



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Work Orders - Scheduling

Work order scheduling allows you to easily schedule work orders to be completed at a specific time of day or over multiple days by one or many mechanics, or by external organizations.

FEATURE	DESCRIPTION
Scheduling Work Orders	Schedule your work orders by assigning resources, work dates, and times: view a list of approved and unscheduled work orders and due dates, along with available mechanics and locations. Once scheduling is complete, the work order will appear on a list of scheduled work orders in the same view.
Scheduling Work Order Items	Divide work orders among multiple days or resources by scheduling their items separately, ensuring that no one mechanic is overloaded.
Past-Due Work Orders	Easily pull up a list of incomplete work orders to determine what work is past due.
Resource Availability and Work Load	View all hours scheduled for your resources on a given day to ensure work is evenly distributed and you are not overloading individual mechanics.
B2W Dispatch Integration	Notify your dispatcher of important equipment events through real-time updates to the job board in B2W Dispatch.
Work Order Completion	Complete work orders directly from the schedule view, by updating them with actual hours and parts used — no navigation to the work order is necessary.
Real-Time Search and Filter	Quickly find specific work orders by using the real-time search capability and filtering criteria such as resource, location, business unit, or completed requests. The system remembers filters set as you navigate through the application.
Advanced Proximity Map	View equipment that is in a designated proximity to another piece of equipment, on a Job, or at a Place, and then view the work available in the system for that equipment all on one screen. Customize your maps with geofences to draw boundaries around job sites to group equipment on a job or to designate its location at a place.



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Time Cards

Time cards allow you to submit, review, approve and reject all reported hours for each of your mechanics.

FEATURE	DESCRIPTION
Automatic Time Card Creation	Save time by having your time cards created automatically. As hours are added to work orders, they are used to build a time card to be submitted at the end of the day. You can then quickly review and submit a time card in a single click, or edit the hours from the time cards screen as needed.
Charging Work Orders to Jobs	Easily tag a work order with the specific job that should incur the costs and have all hours reported charged to that job.
Charging Non-Equipment Time to Jobs	Add work performed on a job (but not related to a work order) to a time card by selecting the job, its account, and entering the appropriate hours.
Charging Time to Overhead Accounts	Charge time to an overhead account for any activities that are not related to a piece of equipment or a job, such as lunch breaks or time spent cleaning the shop.
Time Card Approval	Easily approve or reject daily time cards by reviewing all submitted time cards, selecting the appropriate action and entering a reason for approval or rejection.
Time Card History	Track the progress of a timecard through its workflow by viewing all the actions taken on that time card (submitted, approved, rejected), the user that completed them and when those actions were taken.
Time Cards Export	Export time cards to your accounting program.
Time Card Column Configuration	Choose which work order information you want to display on the Time Cards tab.



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Preventative Maintenance

Preventative Maintenance allows you to setup recurring schedules of maintenance work that will occur per piece of equipment based upon custom defined meters or calendar based triggers.

FEATURE	DESCRIPTION
Preventative Maintenance Programs	Apply preventative maintenance templates based on company specific or manufacturer recommended maintenance schedules to multiple pieces of equipment.
Preventative Maintenance Intervals	Assign maintenance intervals to alert the system when it is time to generate a maintenance request. Define multiple preventative maintenance intervals in a single program.
Meter Based Intervals	Trigger preventative maintenance requests using meter based intervals that follow readouts from different types of equipment meters.
Calendar Based Intervals	Trigger preventative maintenance requests using calendar based intervals focused on the passage of time.
Custom Priorities and Codes	Assign custom priorities and codes to preventative maintenance intervals so that all generated requests fit your specific business and reporting needs.
Manually Trigger Preventative Maintenance	When adding Items to Work Orders, view existing Items and all available Preventive Maintenance items. This enables you see Preventive Maintenance items and add them off cycle — minimizing repair down time.
Preventative Maintenance Parts	Add the parts required for planned maintenance to ensure those who service the equipment know what they need and its availability at service time. Assigned parts are automatically attached to the generated requests at the appropriate time.
Estimated Preventative Maintenance Hours	Use the Hours section to enter details about the amount of time needed to perform the maintenance operation, as well as what type of labor is required for this action.
Copying Preventative Programs	Speed up the creation of your program library by copying and tweaking programs instead of creating new programs from scratch.
Assigning Preventative Maintenance Programs	Assign preventative maintenance programs to single or multiple pieces of equipment.
Automatic Preventative Maintenance Request Generation	Never miss a required maintenance request by allowing the system to automatically generate requests at the appropriate time based upon the programs associated to pieces of equipment.
Real-Time Search and Filter	Quickly find specific maintenance programs using the real-time search capability along with the ability to filter criteria such as maintenance program type or business unit.
Attachments	Add attachments to program intervals of maintenance programs. Attach .pdf, .doc, .jpg, and other file formats.



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Equipment Resource

The equipment resource provides a central location to maintain all necessary equipment data that is not only used heavily in the Maintain module, but is available and used in all other elements in the B2W Operational Platform.

FEATURE	DESCRIPTION
Boilerplate and Specification Data	Maintain all the details necessary within the comprehensive equipment master including equipment serial number, license plate, dimensions and much more.
Rented and Owned Equipment	Categorize your rented and owned equipment to make reporting and filtering easier elsewhere in the application.
Attachments	Add attachments such as schematics, wiring diagrams, repair manuals, and other documentation pertinent to each piece of equipment along with a description for each attachment.
Equipment Financial Data	Keep track of equipment's purchase and disposal costs in the financials section.
Multiple Meters	Track every meter on a piece of equipment by assigning multiple custom defined meter types and units of measure to it.
Meter Readings	Enter and update meter readings for your equipment.
Equipment Parts	Associate multiple parts to a piece of equipment to keep track of those that work with a given piece of equipment and ignore whichever don't.
Preventative Maintenance Schedules	Track and update equipment maintenance and preventative maintenance due dates and meter readings.
Equipment History	Review a complete history of all work completed on a piece of equipment using the equipment history section.
Equipment Import	Import equipment from an external data source. Schedule resource imports to run automatically at regular intervals. By doing this, you can import updates and additions to the following resource types: Accounts, Employees, Equipment, Equipment Rate Classes, Equipment Types, Labor Rate Classes, Labor Types, Materials, and Organizations.
Maintenance Codes	<p>Make work order items accurate and efficient. Create code associations between components and equipment. Decide which codes to display for each component, equipment type, and specific pieces of equipment. When you create work order items, only the codes associated with the component or equipment will display in your list of choices.</p> <p>This allows you to classify, organize, and nest your equipment's:</p> <ul style="list-style-type: none">• Components• Subcomponents• Failures• Actions• Problems



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Warranty

Create Warranties for your Equipment, Components, Sub-components, and Parts.

FEATURE	DESCRIPTION
Warranty Tracking	<ul style="list-style-type: none">• Receive a Notification when creating Repair Requests and Work Orders if the equipment has an active Warranty.• Specifically designate if a Work Order Item is Warranty Work.• Run a Warranty Threshold report to determine which Warranties are due to expire to maximize Warranty benefit.• Receive a notification on the Work Order if a Part that is under warranty is being replaced.

Equipment Logs

Equipment Logs allow you to record meter readings collected from your equipment. You can select one meter from the available list, or use multiple for a piece of equipment.

FEATURE	DESCRIPTION
Bulk Entry of Meter Readings	Take your meter readings from submitted forms and easily enter them into the system with the equipment logs bulk data entry capability.
Meter Reading Updates	Review past equipment logs and update incorrectly entered meter readings as necessary.
Fuel Activity Import	Import and track life to date Fuel dispense history and cost for your Equipment.

Parts Resource

The parts resource provides a central location to maintain all necessary parts data.

FEATURE	DESCRIPTION
Cost and Supplier Information	Maintain parts data, such as basic cost and supplier information, to fit your specific business and reporting needs.
Custom Part Categories and Subcategories	Associate parts to custom defined part types and categories designed to fit your specific business and reporting needs.
Attachments	Add attachments such as installation documents for complex parts, or specification sheets pertinent to each part along with a description for each attachment.
Real-Time Search and Filter	Quickly find a specific part or group of parts using the real-time search capability and the filter the listing criteria such as part type or business unit.
Equipment Parts	Add the list of Equipment that utilizes the Part.
Parts Import	Import parts from an external data source.



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Parts Inventory

Manage Inventory in the Parts tab on individual Parts as well as globally in the Inventory tab.

FEATURE	DESCRIPTION
Parts Inventory	<ul style="list-style-type: none">• Set Location and Bin• Adjust inventory where needed• View Inventory history information• Automatically deduct parts from inventory when they are added to a Work Order Item.• Set minimum inventory thresholds for each part and run a report that shows when thresholds are met to prevent out of stock parts.• Upload initial as well as inventory counts in bulk via .CSV

Purchase Orders

Completely manage parts ordering and receiving tightly integrated with the Work Orders and Inventory tabs.

FEATURE	DESCRIPTION
Purchasing/Inventory Integration	<ul style="list-style-type: none">• Create multiple purchase orders from a parts requisition list or manually from a blank purchase order form with a one button click.• Print purchase orders or save them in multiple formats.• Complete visibility into parts allocated to Work Orders, minimum quantity thresholds, on hand, and on order quantities.• Receive parts to Inventory or directly to the Work Order they were ordered for.• Export Purchase Orders to your Accounting software for Invoicing and accounts payable processes.

Reports

B2W Maintain includes the powerful reporting, dashboards, and export capabilities available throughout the B2W Platform.

FEATURE	DESCRIPTION
Examples of Reports	<ul style="list-style-type: none">• Equipment: Utilization Report Meter Detail Report• Mechanic: Cost Reading History Hours Breakdown Drilldown Weekly Summary• Part Listing Report• Preventative Maintenance History Report• Work Order: Item Cost Listing Parts Report