
Facilities Management, Design and Construction

ARCHIBUS UPDATE

What is ARCHIBUS?

Total Infrastructure and
Facilities Management

Energy Portal – Executive Dashboard

State of Missouri

7:43 PM

TEAMCO-OP
Total Environment and Asset Management Cooperative

LOG OUT HELP CHANGE PASSWORD

Executive Dashboard ARCHIBUS FM Energy Analysis SteamStar VFA Maintenance Ennet Monitor

Executive Dashboard

Select a site to view details.

- Department of Mental Health
- Department of Corrections
- Department of Public Safety
- Office of Administration
 - Capitol Complex
 - Broadway Building
 - Capitol Building
 - ECC Plant, 5014
 - Harry S. Truman State Office Building**
 - James C. Kirkpatrick State Inf
 - Jefferson Building
 - Supreme Court Building
 - Dunklin State Office Building
 - Hannibal Capitol Complex
 - Jefferson City State Office Buildin
 - Joplin Capitol Complex
 - Kansas City State Office Buildings
 - Sedalia Capitol Complex
 - Sikeston Capitol Complex
 - St. Joseph State Office Building
 - St. Louis State Office Buildings
 - Springfield State Office Buildings

Office of Administration - Capitol Complex - Harry S. Truman State Office Building

Utilities Operations/Maintenance Space Energy

Date Range Selector: July-2005 July-2008 Reset Range Chart View Options

Service Month Year	Transport Gas Cost	Non-Transport Gas Cost	Electric Cost	Water Cost	Total Amount
Totals	\$0	\$0	\$2,345,359	\$110,304	\$2,455,663
July-2005	\$0	\$0	\$0	\$2,270	\$2,270
August-2005	\$0	\$0	\$107,930	\$7,039	\$114,969
September-2005	\$0	\$0	\$63,730	\$3,413	\$67,142
October-2005	\$0	\$0	\$59,313	\$2,352	\$61,665
November-2005	\$0	\$0	\$63,246	\$2,850	\$66,096

Export Data

Transport Gas Cost
 Non-Transport Gas Cost
 Electric Cost
 Water Cost
 Total Cost

Bar Chart Combined

SUMMARY

\$0 \$63,388 \$107,930

Average Electric Cost

\$0 \$2,981 \$7,039

Average Water Cost

\$2,049 \$66,369 \$114,969

Average Total Cost

Site: Utilities:

Energy Portal – Executive Dashboard



State of Missouri

Fick
7:43 PM



Executive Dashboard ARCHIBUS FM Energy Analysis SteamStar VFA Maintenance Ennet Monitor

Executive Dashboard

Executive Dashboard
Office of Administration - Capitol Complex - Harry S. Truman State Office Building

Select a site to view details.

- ▶ Department of Mental Health
- ▶ Department of Corrections
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 - ▶ Joplin Capitol Complex
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 - ▶ Sedalia Capitol Complex
 - ▶ Sikeston Capitol Complex
 - ▶ St. Joseph State Office Building
 - ▶ St. Louis State Office Buildings
 - ▶ Springfield State Office Buildings

Disable Valid Site Restriction.

Utilities
Operations/Maintenance
Space
Energy

Date Range Selector: August-2005 Reset Range

Electric Cost August-2006-2008
\$91,819.59 Dollars
DBL CLICK to view bills.

Chart View Options

Electric Cost

Bar Chart Electric

SUMMARY

<p>\$0.00 \$0.09 \$1.00</p> <p>Average Electric Cost/SF</p>	<p>0.00 521.58 1,043.16</p> <p>SF/Person</p>	<p>0.00 .13 1.00</p> <p>Facility Condition Index</p>	<p>\$42,276 \$67,010 \$107,930</p> <p>Average Electric Cost</p>
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Site:
Utilities:

Energy Portal – Energy Analysis



State of Missouri

Fick
8:05 PM



Executive Dashboard ARCHIBUS FM Energy Analysis SteamStar VFA Maintenance Ennet Monitor

Energy Analysis

Summary

Cost and Usage Summary Cost and Usage Detail BAS Events Summary BAS Events Detail

Site Set: Office of Administration (37 Sites)



Energy Portal – Energy Analysis



ARCHIBUS - Work Orders



ARCHIBUS – Space Management



ARCHIBUS - Now

■ Utility Bill Management System

- Ameren bills are sent electronically within UBP so that the FMDC accounting can edit a document that exist rather create a new document from paper bill.

■ Grainger Punch-Out

- 24-hr turn around
- Reduce inventory
- Less theft

■ Purchase Orders

- Approval levels
- Email notification

■ ARCHIBUS/SAMII Interface

- Integrates current Purchase Order process for automate bill paying
- Nightly Interface with SAMII

ARCHIBUS – Creating Purchase Order

The screenshot displays the ARCHIBUS web application interface. At the top, the State of Missouri logo is on the left, and the user name 'Fick' and time '10:54 PM' are in the center. The 'TEAM CO-OP' logo is on the right, along with 'LOG OUT', 'HELP', and 'CHANGE PASSWORD' links. Below the header is a navigation bar with links for 'Executive Dashboard', 'ARCHIBUS FM', 'Energy Analysis', 'SteamStar', 'VFA Maintenance', and 'Ennet Monitor'. The main content area is titled 'ARCHIBUS' and includes a sidebar with a tree view for 'Building Operations Management' and 'Purchase Orders'. The 'Purchase Orders' section is expanded, showing tasks like 'Create Purchase Request' and 'Update Purchase Request Line Item Details'. The main workspace is titled 'Create Work Request' and contains a form with the following fields: 'Requested by:' (FICK, THERESE), 'Requestor's Phone #:' (573-751-3041), 'Problem Type:' (PURCHASE ORDER), 'Equipment Code', 'Building Code:' (0001-05020), 'Floor Code:', 'Room Code:', and 'Problem Location:'. There are also radio buttons for 'Priority' (1-5) and a 'Work Description:' field containing 'This is a test for Purchase Orders'. At the bottom of the form are 'Submit Work Request' and 'Reset' buttons. A 'Refresh' button is located at the bottom right of the application window. The browser's address bar shows 'Internet' and the zoom level is set to 100%.

State of Missouri

Fick 10:54 PM

TEAM CO-OP
Total Environment and Asset Management Cooperative

LOG OUT HELP CHANGE PASSWORD

Executive Dashboard ARCHIBUS FM Energy Analysis SteamStar VFA Maintenance Ennet Monitor

ARCHIBUS/FM Utilities

ARCHIBUS

Hide Navigator | My Activities | My Home | My Profile | Help

Building Operations Management

Purchase Orders

Tasks :

WORK REQUEST PURCHASING:

- ➔ Create Purchase Request
- ▢ Update Purchase Request Line Item Details (Not Routed)
- ▢ Send Purchase Request to Purchase Order (Not Routed)

PURCHASE REQUEST ROUTED:

- ▢ Purchase Request Line Item Details (Routed)
- ▢ Purchase Request to Purchase Order (Routed)
- ▢ Add Purchase Request to Existing Work Order

PURCHASE ORDERS:

- ▢ Create - Edit Purchase Order
- ▢ Add or Edit PO Line Items
- ▢ *NEW Print Purchase Order
- ▢ Print Purchase Order
- ▢ Full Line Item Print Screen

GRAINGER INTEGRATION:

- ▢ Direct Punchout To Grainger
- ▢ Parts Inventory With Grainger Punchout

INVOICING:

- ▢ Add - Edit PO Invoices

Create Work Request

Please enter or select a value for the following fields. You MUST enter a value for Requested By, Phone Number, Problem Type, Work Description and either Equipment or Building.

Requested by:* FICK, THERESE Building Code:* 0001-05020

Requestor's Phone #:* 573-751-3041 Floor Code:

Problem Type:* PURCHASE ORDER Room Code: Highlight...

Equipment Code: Problem Location:

Priority: 1 (Life Safety or Security) 2 (Urgent) 3 (Scheduled) 4 (Prev. Maint.) 5 (Project)

Work Description:* This is a test for Purchase Orders

Description...

Submit Work Request Reset

Refresh

Application Window

Internet 100%

ARCHIBUS

Detail Lines of Purchase Order

The screenshot displays the ARCHIBUS web application interface. At the top, the State of Missouri logo is on the left, and the user name 'Fick' and time '9:54 PM' are in the center. On the right, there are logos for 'TEAM CO-OP' and 'CHANGE PASSWORD'. Below the header, a navigation bar includes 'Executive Dashboard', 'ARCHIBUS FM', 'Energy Analysis', 'SteamStar', 'VFA Maintenance', and 'Ennet Monitor'. The main content area is titled 'ARCHIBUS/FM Utilities' and contains several panels:

- ARCHIBUS** (top left): Includes 'building Operations Management' and 'Purchase Orders'.
- Tasks:** Lists actions like 'Create Purchase Request', 'Update Purchase Request Line Item Details (Not Routed)', and 'Send Purchase Request to Purchase Order (Not Routed)'.
- PURCHASE REQUEST ROUTED:** Lists actions like 'Purchase Request Line Item Details (Routed)', 'Purchase Request to Purchase Order (Routed)', and 'Add Purchase Request to Existing Work Order'.
- PURCHASE ORDERS:** Lists actions like 'Create - Edit Purchase Order', 'Add or Edit PO Line Items', '*NEW Print Purchase Order', 'Print Purchase Order', and 'Full Line Item Print Screen'.

The main data area is titled 'Update Purchase Request Line Item Details (Not Routed)' and contains two tables:

Work Requests						
Work Request Code	Requested by	Route for Approval	Total # of Line Items	Site Code	Building Code	
<input checked="" type="checkbox"/> 2009054886	SUTHOFF, NANCY	No	1	OA-FMDC-CC	0001-05020	
<input checked="" type="checkbox"/> 2009054868	WIBBERG, BERNIE	No	1	OA-FMDC-JCSOB	OAAFS	
<input checked="" type="checkbox"/> 2009054841	SUTHOFF, NANCY	No	6	OA-FMDC-CC	0001-05020	
<input type="checkbox"/> 2009054761	STEVENS, CHRIS	No	1	OA-FMDC-JCSOB	0018-05110	
<input type="checkbox"/> 2009054704	KLIETHERMES, GLEN	No	5	OA-FMDC-CC	0001-05020	
<input type="checkbox"/> 2009054646	PECHER, LEANNE	No	2	OA-FMDC-CC	CCGR	

Select Line Items			
Work Request Code	Line Number	Quantity	Description
<input checked="" type="checkbox"/> 2009054646	1	2.00	teflon tape
<input type="checkbox"/> 2009054646	2	2.00	water filter cartridge (aqua-pure) model CFS8112-S part #56

Below the tables, there is a 'Line Item Details' panel with the following fields:

- Work Request Code*: 2009054646
- Contract Line Number: [empty]
- Line Number*: 1
- Contract Number: [empty]
- Quantity*: 2.00
- Vendor Name (PK)*: [empty]
- Unit*: EA
- Supplier Part No.: [empty]
- Unit Cost*: 0.0000
- Funding Source*: [empty]
- Description*: teflon tape

At the bottom of the 'Line Item Details' panel, there are buttons for 'Save', 'Add New', 'Delete', and 'Cancel'.

ARCHIBUS

Routing Purchase Order

State of Missouri | Fick | 9:54 PM | TEAMCO-OP | LOG OUT | HELP | CHANGE PASSWORD

Executive Dashboard | ARCHIBUS FM | Energy Analysis | SteamStar | VFA Maintenance | Ennet Monitor

ARCHIBUS/FM Utilities

ARCHIBUS | Hide Navigator | My Activities | My Home | My Profile | Help

Building Operations Management | Purchase Orders

Tasks:

- WORK REQUEST PURCHASING:
 - ✓ Create Purchase Request
 - ✓ Update Purchase Request Line Item Details (Not Routed)
 - ➔ Send Purchase Request to Purchase Order (Not Routed)
- PURCHASE REQUEST ROUTED:
 - ☑ Purchase Request Line Item Details (Routed)
 - ☐ Purchase Request to Purchase Order (Routed)
 - ☑ Add Purchase Request to Existing Work Order
- PURCHASE ORDERS:
 - ☑ Create - Edit Purchase Order
 - ☑ Add or Edit PO Line Items
 - ☑ *NEW Print Purchase Order
 - ☑ Print Purchase Order
 - ☑ Full Line Item Print Screen

Send Purchase Request to Purchase Order (Not Routed)

Select Work Request | Add New | Refresh

Work Request Code	Requested by	Work Request Status	Site Code	Building Code	Date Work Requested
2009054886	SUTHOFF, NANCY	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054868	WIBBERG, BERNE	Requested	OA-FMDC-JCSOB	OAAFS	9/2/2008
2009054841	SUTHOFF, NANCY	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054761	STEVENS, CHRIS	Requested	OA-FMDC-JCSOB	0018-05110	9/2/2008
2009054704	KLIETHERMES, GLEN	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054646	PECHER, LEANNE	Requested	OA-FMDC-CC	CCGR	9/2/2008
2009054639	FERRELL, CHARLIE	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054637	PECHER, LEANNE	Requested	OA-FMDC-CC	CCGR	9/2/2008
2009054540	TALKEN, DANNY	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054486	BYRNE, MITCH D	Requested	OA-FMDC-CC	0001-05020	9/2/2008
2009054379	SMITH, ALAN	Requested	OA-FMDC-JCSOB	0001-05115	9/2/2008
2009050013	SUTHOFF, NANCY	Requested	OA-FMDC-CC	0001-05020	8/29/2008
2009049902	LUEBBERT, DANIEL W.	Requested	OA-FMDC-CC	0001-05020	8/29/2008
2009049752	WIBBERG, BERNE	Requested	OA-FMDC-JCSOB	0014-05160	8/29/2008
2009049747	WIBBERG, BERNE	Requested	OA-FMDC-JCSOB	0014-05160	8/29/2008
2009049257	MASSMAN, ANDY	Requested	OA-FMDC-JCSOB	3501-40001A	8/28/2008
2009049144	MATTOS, SILVIA	Requested	OA-FMDC-CC	0001-05020	8/28/2008
2009048763	PETTIS, LARRY G	Requested	DPS-HP-THHQ	4762-55134	8/27/2008
2009048217	LUEBBERT, DANIEL W.	Requested	OA-FMDC-CC	0001-05020	8/27/2008
2009047972	WIBBERG, BERNE	Requested	OA-FMDC-JCSOB	3550-41000	8/26/2008
2009047944	TALKEN, DANNY	Requested	OA-FMDC-CC	0001-05020	8/26/2008
2009047686	WARD, MARTIN	Requested	OA-FMDC-CC	0001-05004	8/26/2008
2009047621	ZARING, ROGER	Issued and In Process	OA-FMDC-CC	0001-05020	8/26/2008
2009047377	TALKEN, DANNY	Requested	OA-FMDC-CC	0001-05020	8/26/2008

Send to Purchase Order? | Save | Delete | Cancel

Work Request Code: 2009054886 | Route for Approval: No

Section ID:

Select Value - Section ID | Close

Section ID: D[40] F[18] S[1] All[59]

Section ID	Section Description
DESE - AHSS	DESE - Autumn Hill SS
DESE - BHSS	DESE - Bootheel SS
DESE - BSS	DESE - Boonslick SS
DESE - BWRSS	DESE - B W Robinson SS
DESE - BWSS	DESE - Briarwood SS
DESE - BWSSS	DESE - B W Sheperd SS
DESE - CDRSS	DESE - Cedar Ridge SS
DESE - CRWRSS	DESE - Crowley Ridge SS
DFSE - CSS	DFSE - Citadel SS

ARCHIBUS

Printing Purchase Order

The screenshot displays the ARCHIBUS web application interface. At the top, there is a navigation bar with the State of Missouri logo, user information (Fick, 1:54 PM), and TEAM CO-OP logo. Below this is a menu bar with options like Executive Dashboard, ARCHIBUS FM, Energy Analysis, SteamStar, VFA Maintenance, and Ennet Monitor. The main content area is titled 'ARCHIBUS/FM Utilities' and contains a sidebar with navigation options and a main table of purchase orders.

ARCHIBUS Hide Navigator | My Activities | My Home | My Profile | Help

Building Operations Management

Purchase Orders

Tasks:

WORK REQUEST PURCHASING:

- ✓ Create Purchase Request
- ✓ Update Purchase Request Line Item Details (Not Routed)
- ✓ Send Purchase Request to Purchase Order (Not Routed)

PURCHASE REQUEST ROUTED:

- ✓ Purchase Request Line Item Details (Routed)
- ✓ Purchase Request to Purchase Order (Routed)
- ☐ Add Purchase Request to Existing Work Order

PURCHASE ORDERS:

- ☐ Create - Edit Purchase Order
- ☐ Add or Edit PO Line Items
- ➔ *NEW Print Purchase Order
- ☐ Print Purchase Order
- ☐ Full Line Item Print Screen

Select PO | Print PO

Select Purchase Order

Purchase Order Refresh PDF XLS

PO Number: [0] [2] .[2] ;[1] 0:[20431] 2:[1363] 3:[1] 9:[2] D:[2] E:[1] L:[1] Y:[1] All[21807]

	PO Number	Work Request Code	Person Requested For	Status	Person Completing PO	Tracking Number
Print PO	Y	2008247161	MCDONALD, DAVE	Received	THOMPSON, MARK	1016585
Print PO	L	2008020873	HOELSCHER, THOMAS A	Closed	HOELSCHER, THOMAS A	1000774
Print PO	ES	2008235678	JACOBS, JOHN	Received	HAYES, SHARON	1014545
Print PO	DF		PETTIS, LARRY G	Closed	BLOCK, LARRY	1004819
Print PO	DE		RACKERS, RUSSELL	Closed	BLOCK, LARRY	1004896
Print PO	9444	2008011120	GEORGE, JOHN	Received	GEORGE, JOHN	1760
Print PO	9320	2008018941	TRAPP, LARRY	Closed	DUNCAN, ROSILEE	1000214
Print PO	3	2008172365	MCDONALD, ALDEN	Received	ALEXANDER, DAN	1010369
Print PO	2021	2008021250	VEY, PAUL	Closed	DUNCAN, ROSILEE	1000928
Print PO	20080071781	2008017178		Requested		1000000
Print PO	20080071761	2008017176	A-TEST	Cancelled	A-TEST	230782
Print PO	20080071751	2008017175	A-TEST	Cancelled	A-TEST	230781
Print PO	20080071641	2008017164	A-TEST	Cancelled	A-TEST	230778
Print PO	20080071621	2008017162	A-TEST	Cancelled	A-TEST	230776
Print PO	20080071041E	2008017104	PRUITT, ROGER	Closed	FISHER, SHERRY	230774
Print PO	20080071031E	2008017103	MAYLEE, DALE	Closed	FISHER, SHERRY	230773
Print PO	20080070981E	2008017098	GEORGE, JOHN	Closed	FISHER, SHERRY	230772

ARCHIBUS

Invoice Logging

ARCHIBUS Show Navigator My Activities My Home My Profile Help

Purchase Order Invoice Line Items

Purchase Order Refresh PO Line (For Reference)

Tracking Number	PO Number	Funding Source (NEW)	Supplier	Vendor Name (PK)	Tracking Number	P.O. Line Number	Quantity Ordered	Unit	Unit Cost	Total Line Cost	Received	Quantity Received	Qty. Invoiced	Person Completing	Description
1000662					1000662	1	6.00	MO	204.3300	1,225.9800	No	6.00	2.00		Elevator Service Contract
1000662	08DOC1000662	E&E	6212112670A	THYSSENKRUPP ELEVATOR CO											

Choose a PO that corresponds to Invoice

Invoice Add New Invoice Refresh Add-Edit Invoice Line Item Save Delete Cancel

Tracking Number	Invoice Number	Invoice Date	Date Received	Vendor Name	
Edit Invoice	1000662	606784	6/1/2008	6/17/2008	THYSSENKRUPP ELEVATOR CC
Edit Invoice	1000662	640028	7/1/2008	6/30/2008	THYSSENKRUPP ELEVATOR CC

Tracking Number*: 1000662
 Invoice Number*: 606784
 Sequence Number*: 1
 Invoice Line Number*: 1
 P.O. Line Number*: 1
 Invoiced Quantity: 1.0000
 Unit: MO
 Line Description: Elevator Service Contract
 Invoiced Unit Cost: 210.4600
 Invoiced Cost Line: 210.4600

Invoice Line Item Add New Invoice Line Refresh

Tracking Number	Invoice Number	Sequence Number	Invoice Line Number	P.O. Line Number	Invoiced Quantity	Unit	Line Description
1000662	606784	1	1	1	1.0000	MO	Elevator Service Contract

**soon to be-- choose and attach multiple Pos to an invoice

ARCHIBUS

Payment Doc Data Selection Entry

ARCHIBUS										Show Navigator	My Activities	My Home	My Profile	Help				
PO Number: [0] [2] .[2] ;[1] 0[20431] 2[1363] 3[1] 9[2] D[2] E[1] L[1] Y[1] All[2180]										SCS	SC	PDQ	PGQ	RC	VIQ	P1	PVQ	
	Tracking Number	PO Number	Work Request Code	Person Requested For	Person Completing PO	Date Created	Site Code	Total PO Lines Cost										
Edit	Select	1021597	0900A1021597	2009054733	LUEBBERT, DANIEL W.	EVELER, ROGER	9/2/2008	OA-FMDC-CC	0.00									
Edit	Select	1021596	09DMH1021596	2009054874	HARVEY, CAROL	HARVEY, CAROL	9/2/2008	DMH-MRDD-HHC	7.02									
Edit	Select	1021595	09DOC1021595	2009054838	KORTE, ED	SPEGAL, DAN	9/2/2008	DOC-ADULT-NECC	50.24									
Edit	Select	1021594	09DOC1021594	2009054882	RAGAN, TROY	REDMOND, ROBERT	9/2/2008	DOC-ADULT-MTC	564.30									
Edit	Select	1021593	09DOC1021593	2009054750	NELSON, DAVID		9/2/2008	DOC-ADULT-MTC	2,756.15									
Edit	Select	1021592	09ESE1021592	2009054834	KERN, NICK		9/2/2008	DESE-DSE-A1	300.00									
Edit	Select	1021591	0900A1021591	2009054836	JACOBS, PAULA		9/2/2008	OA-FMDC-ICSOB	10,288.60									

*Select ARCHIBUS PO Number to create payment document

*soon to be driven by invoice!

ARCHIBUS

Payment Document Data

ARCHIBUS Show Navigator | My Activities | My Home | My Profile | Help

PO Number: 0[1] All[1] SCS SC PDQ PGQ RC VIQ P1 PVQ

Tracking Number PO Number Work Request Code Person Requested For Person Completing PO Date Created Site Code Total PO Lines Cost

PVQ PO Num: 08DOC1000662 Completed Save Delete Select Lines

Document Number	Archibus Purchase Order	+
Q22009Z0134	1000662	

Archibus Purchase Order*: Document Number*:
 1000662 Q22009Z0134

Pay To Vendor #: Name: Address Line 1: City:
 6212112670C THYSSENKRUPP ELEVATO PO BOX 933004 ATLANTA

Date of Record: Document Total: Address Line 2: State:
 210.46 GA

Scheduled Pay Date: Fixed Asset Ind: Zip:
 No Change 31193-3004

Return Check?: Single Check?: EFT Indicator: Application Type:
 No No Change Default

Document Number	Document Line	Archibus Purchase Order
Q22009Z0134	1	1000662

Line Save Delete

Archibus PO Line Number*: Document Line*: Invoice: Invoice Line*:
 1 1 606784 1

Organization*: Appr Unit*: Activity*: Function*:
 6036 2148 JF06 JF15

Object*: Sub-Object: Description:
 2577 06 08 Elevator Service

Amount: Fixed Asset Type: BS Account:
 210.46

Document Number*: Archibus Purchase Order*: Document Type*: Fiscal Year:
 Q22009Z0134 1000662 PVQ 2009

ARCHIBUS - New Business

- Upgrade to ARCHIBUS v17.1
- Service Desk/On Demand Work Module
- Reservations
- Furniture & Equipment Management
- Preventative Maintenance Modification

Questions

Thank you!