



Client

Test Company

Project

Job Management System

*Sample Use Only -
Hours, rate and
descriptions will vary
accross projects*

Description of Work

Service First Consulting will create an MS Access database that mimics the current processes of Test Company paving projects using a MS Access database. The system will include, but not be limited to some of the following options. These will include customer tracking and customer orders through the life cycle of either an asphalt or seal coat project. The database will store all the details of each job. Data reports will then be available to extract out a worker job sheet for any given time-period. The database will also include the ability to assign crews/staff to each project.

This Statement of Work includes the elements listed below:

1. Initial Data Inventory

6 to 8 Hours

Meet with staff and review all current data-points for mapping into new system. Begin constructing MS Access database tables that will house all data-points, i.e (Customer table, Orders table, Order Details table, ect.,)

2. Customer Information and Table Creation

10 to 12 Hours

Gather all current data on production process and scheduling. Investigate all current methods of production schedule. Finalize all data mapping for database table construction.

Create tables to store all customer information and all associated job information. Track customer data such as customer name, address, city, state, zip, etc. Track all job information that pertains to the job. It will also include data points to track which crew will be assigned to each job, such as job address, city, state, zip, etc

3. Data Entry and Interface

12 to 16 Hours

Begin creating user-interface forms and processes for entry of customer, customer jobs, assigned crews, etc. These process steps are essentially converting the table information into a friendly user interface.

4. Search Screen

4 to 6 Hours

Once the database tables are created, then a search screen interface will be created. This search screen will allow to search for such items as Customer, Job Information, Job Number and any other related fields via investigation.

5. Reports

8 to 12 Hours

Once the search criteria and more standardized outputs are established, then reports of various types can be created. Four reports will be budgeted for in this initial proposal. An job report by day and by crew will be created initially.

6. Testing

3 to 5 Hours

Test system. Test all data entry forms and reports. SFC will test the system first. Upon installation we will provide a copy of the system to Real Seal for testing prior to implementation.

7. Quality Control

4 to 6 Hours

Review the entire system with customer during phase 1 development process. This involves meetings to review the system as it is developed.

8. Equipment

Database will be created using MS Access. In order to run MS Access, a Windows based OS PC will need to be used for the project. An Office 365 license typically allows for 5 users to use the Office 365 suite.

Hours

47 - 65 Hours

Hourly Rate

\$95.00

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rate and descriptions will
vary accross projects*

Hours	Amount
47 - 65 Hours	\$4,465.00 - \$6,175.00

Developers on Project

Service First Consultant

Sample Customer

Service First Consulting, Inc.

By _____

By _____

Date _____

Date _____

- *Besides Microsoft site license fees, no additional monthly fees associated with project*
- *Customer owns all rights to completed application*
- *All additions to database pre-approved by customer*