Statement of Work (SOW)
23 APRIL 2026

FIRE DEPARTMENT SCHEDULING AND EQUIPMENT TRACKING SYSTEM

The 55th Civil Engineer Squadron Fire Protection Flight (CEF) has a requirement to provide fire and emergency services for Offutt AFB populace and the surrounding counties.

Description: The Contractor shall provide an employee work/shift scheduling and equipment tracking web-based software system for 60 members, 2 fire stations, and 10 vehicles that is managed from an internet connection. No equipment or hardware will need to be installed as this is a subscription-based request. The service must be accessible through an internet connection and mobile device application friendly. The service must provide employee work schedules, equipment log checks, and store historical records. Contractor shall provide initial training to the organization on how to properly navigate the web-based platform for employees. Contractor will provide 24-hour technical customer assistance to assist with any software issues. Offutt AFB Fire Department is looking for software (not hardware) to manage firefighter shift schedules and log equipment inventory. The Service will be reviewed annually by the fire department to determine its effectiveness meeting requirements.

Special Requirements:

Website that schedules routine checks on apparatus and other vehicles and ensure operational readiness on critical equipment like PPE, SCBA, and power saws.

- Meet NFPA PPE standards with cradle-to-grave tracking.
  Expedite check/inspection completions with mobile app able to be downloaded from Apple app store.
- Able to create checklists or leverage a Checklist Library.
- Conduct Automatically route maintenance and repair requests.

Communicates apparatus, equipment, and inventory statuses across shifts. View real-time updates on work orders, inspections, and equipment assigned to each vehicle.

- Send push notifications to remind users to complete checks.
- Identify in- and out-of-service apparatus with transparency.
- Communicate repair status updates with in-app ticketing system.
- Automate reorder reminders for expiry dates or when quantities are low.

Boost compliance and reduce waste with multiple dashboards that offers total oversight into the status and counts of agency's apparatus, equipment, and inventory.

- Save administrative time with real-time insights.
- Access in-depth historical data on every item.
- Provides snapshot of overdue inspections.
- Monitors gaps, surplus, and expiring items

Provides crew ability to access the duty schedule and perform a wide range of actions from anywhere, anytime, with a native mobile app.

- Gain real-time schedule access from any device, anytime.
- Perform on-the-fly actions with callbacks, time off requests, and trades.
- Mobile application must be able to be downloaded from Apple app store to personal device to review, change, and request time off for employees.
- Communicate with group or individual notifications

Effortlessly schedule any shift structure while adhering to minimum staffing requirements, consecutive-hours-worked rules, and other industry standards.

- Customizable dashboard look-and-feel for quick navigation.
- Ability to create groups and assign eligibility classifications.
- Ability to customize workflows with rules-based automation.
- Identify staffing gaps to pivot resources.

Additional Requirements

- Availability of an uninterrupted mobile application accessible from personal devices including cell phones and tablets. Company must provide downloadable mobile application via Apple app store.
- Scheduling functionality for personnel, shifts, or activities that work a 24-hour shift schedule (fire dept friendly).
- Must have occurring scheduling ability to manage 3 shifts/3 fire stations/18 vehicles and provide a total number available on duty each day
- Ability to apply for open work shifts when available
- Apply for paid time off or annual leave (from mobile app)
- Track approved Overtime hours and cost
- Equipment tracking features integrated within the same platform (from mobile app)
- Both personnel scheduling and equipment tracking information must be available through the same platform and have a built application through Apple APP store.
- Secure, cloud-based access
- Role-based permissions and user management
- Real-time updates and system notifications when firefighter shift is changed and when response vehicle goes in/out of service (from mobile app)
- Provides a digital inventory checklist that can be signed off by user (from mobile app)
- Individual username/password to access the system (from mobile app)
- Individual custom profile (from mobile app)
- Ability to track Personal Protective Ensemble/Equipment and manufacturing dates with reoccurring inspections (from mobile app)
- Able to integrate with Tablet Command/Incident Management https://www.tabletcommand.com/
- Must have current FedRAMP authorization and must maintain compliance standards to continually meet FedRAMP Authorization