

## Services & Capabilities

# Leaders in Innovative Solutions and Process Development in Records Management

**Bechtel-S Corporation** is a multidisciplinary engineering and environmental services company with a unique understanding of your records management needs and requirements. Our staff member's proven experience in providing on-site data gathering, file planning and geospatial data management has satisfied customers since 1982. In fact, our user friendly CD and Web system is **the preferred choice** for records management development throughout the Air Force.

For more information, visit our website at [www.bechtel-s.com](http://www.bechtel-s.com).

### Let Bechtel-S customize a solution for your records management needs!

- Set up filing system
- Organize and sort geospatial data
- Scan documents
- Merge maps and data using AutoCAD/GIS technology
- Create geographic information based system
- Incorporate older legacy drawings (non-electronic)
- Craft stand-alone or web-based database/system
- Customize system with key word search options
- Load preferred applications on CD or Web server
- Prepare data storage and acquisition system
- Maintain records file system and database



## Success starts with Bechtel-S

### Start with our proven Administrative Record process

- Gather and review AR documents
- Create database for AR documents
- Scan documents
- Store in CD library or Web server
- Customize key-word database to optimize search capabilities
- Customize user interface to search, retrieve, and view data

### Add our innovation

- Link documents to geospatial data, GIS
- Link Table of Contents to individual document/mapping selections
- Enable user to notify admin of problem records via e-mail

### Enjoy the added-value we offer

- Experience, innovation and leadership in records management development
- Simple, flexible and inexpensive tools
- Positive existing partnerships for government and controlled data storage
- Products that maintain a high level of security and are compliant with DoD Public Key Infrastructure Policy

### We are responsive to our customers' needs

- Innovators of single data input field
- Developed file specs to Air Combat Command contractor deliverables for use by AFCEE and Corps of Engineers
- Created drawing management system for the Civil Engineer Squadron at Bolling AFB

### Our responsiveness and experience set us apart!

We can be accessed via contract vehicles with the following:

- |           |                     |                                 |
|-----------|---------------------|---------------------------------|
| • AFCEE   | • USACE Fort Worth  | • USACE Tulsa                   |
| • GSA     | • USACE Kansas City | • US Army Environmental Command |
| • HQ AETC | • USACE Omaha       |                                 |

**BECHTEL**  
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Small Business

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