



EDMS for Facilities Management

Simplify project management and automate complex workflows

- ✓ Organize and index documents so that critical information is easily accessible to all authorized users and vendors
- ✓ Automatically manage older versions of documents and eliminate incorrect versions with applicable retention policies

Distribute documents and drawings with ease

Easily manage drawings and documents using an engineering document management system. Both ImageSite and EngineBox support 2D and 3D CAD files and seamlessly integrate with software such as AutoCAD, Revit, Inventor, MicroStation, SolidWorks, and NX.

Manage and protect contracts and financial data

Simplify the management of contracts and financial data and protect sensitive documents from unauthorized users. Manage a vast array of diverse file types from Microsoft Office files and other types.

- ✓ Oversee projects, collaborate on files, share comments, assign tasks, and monitor team activities within a secure, shared environment

- ✓ Markup drawings and documents in the field or at the site, all in real-time

Simplify communication and collaboration with third parties

Receive instant notifications for engineering workflow due dates, and track and report progress to help supervisors manage tasks more effectively. Maintain audit trails and ensure documents and drawings are archived or obsoleted based on pre-set schedules.

Create, handle, and send engineering transmittals with ease

Review and approve engineering drawing transmittals using customized templates. Users and third parties can submit documents and requests, while managers can allow responses and changes. Keep a complete audit trail of all communications for analysis.

EDMS for Facilities Management

Many corporations, manufacturers, universities/schools, and government agencies undergoing facility changes, use a robust engineering workflow and document management system (EDMS), to finish projects faster and more efficiently. As owners, expansion, renovation, and maintenance projects require facilities management teams to adopt specialized software to manage their growing facilities better and communicate with contractors responsible for their construction projects. Utilizing a document management system to control their as-built and construction documents can ultimately improve the processes of maintaining and building needed structures, plants, equipment, roads, and bridges.

In addition, facilities management departments have many related documents that keep their facilities running. A document management system helps organizations better store, organize, secure, distribute, and track these documents through document versioning, workflow management, and NIST-level document security protocols.

There are many benefits to using our engineering workflow and document management solution:

- Easy searching capabilities to find documents by project, location, plan identifiers, vendors, equipment, etc
- Bundle data and design documents into work order packages that can be routed for review and approval, processing, and change requests
- Create transmittals in a closed loop process, that delivers confirmation by recipients
- Determine security parameters to allow approved users to view, edit, and/or collaborate with important intellectual property
- Store multiple copies of a document and use version control features to ensure users are accessing the right version
- Secure access to all related contract and financial documents to authorized personnel

Copyright © 2025, eQuorum Corporation, All rights reserved.

Interested to learn more? Let's talk.
info@equorum.com | 404.497.8110

eQuorum.com