

Appendix B - Business Enterprise Program (BEP)

NCBVI would like the CMS to include a module that manages a Business Enterprise Program (BEP) that collects data elements for vending facility programs, to include and track

- Location
- Inventory and supplies at location
- New or closed properties
- Facilities open to bid
- Current insurance coverage
- Facility operator
- Equipment
 - Purchases
 - State-owned, provided for use in facility
 - In warehouse
 - Surplus
 - Maintenance
 - Repair costs
- Necessary documents (e.g., contracts, licenses) and expiration/renewal date
- Commission rates and frequency of payments
- Operator/host requests and fulfillment progress information
- Retain operators' Profit & Loss Statement information
- Number of disabled employees during fiscal year
- New locations proposed and status

The module should provide notification/alerts (ticklers) prior to upcoming deadlines for insurance payments or renewals, reports (e.g., P&L Statement) and generate notices of past due rent, meetings, minutes, and mail ballots. It should be able to produce the RSA 15 Randolph-Sheppard report.