| | **Attachment J.13  Department of General Services (DGS) Project Management Information System Qualifications** | | |
|---|---|---|---|
| | **QUESTIONS: FOR ALL QUESTIONS CHECK YES OR NO** | **RESPONSE** | |
| | | **YES** | **NO** |
| **1** |  Is the proposed system deployed as a Software as a Service (SaaS) or similar with user access via any web browser from any internet connected device, regardless of operating system or device type and without the use of additional software or service(s) such as, but not limited to, a VPN tunnel or Citrix Receiver? | | |
| | | **YES** | **NO** |
| **2** | Does your proposed system license structure include, at minimum, all of the following? | | |
| **2.1** | Unlimited internal DGS/DC Government users? | | |
| **2.2** | Unlimited external collaborators/users? | | |
| **2.3** | Unlimited data storage for active and archived projects? | | |
| **2.4** | Unlimited projects? | | |
| **2.5** | System Hosting? | | |
| **2.6** | Unlimited Help desk/User Support (must be available, at minimum, from 8:00am – 8:00pm EST Monday – Friday)? | | |
| **2.7** | Implementation (Base Year only)? | | |
| **2.8** | All Upgrades and new feature releases for the license period? | | |
| | | **YES** | **NO** |
| **3** | Does your proposed system provide a method of bi-directional data connection between your PMIS and the software systems listed below to facilitate ad hoc/live and/or scheduled data transfer between systems? | | |
| **3.1** | SalesForce? | | |
| **3.2** | Archibus? | | |
| **3.3** | Primavera P6 Project Management? | | |
| **3.4** | MicroStrategy? | | |
| | | **YES** | **NO** |

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| **4** | Does the proposed system provide means to create, submit, manage, track and report on, but not limited to, the following construction project management activities across the Portfolio, Program and Project level? | | |
| **4.1** | Meeting Minutes? | | |
| **4.2** | Project, Program and Portfolio Budgets? | | |
| **4.3** | Invoices? | | |
| **4.4** | Contracts? | | |
| **4.5** | Requests For Information? | | |
| **4.6** | Submittal Registers? | | |
| **4.7** | Submittal Packages? | | |
| **4.8** | Potential Change Orders? | | |
| **4.9** | Change Orders? | | |
| **4.1** | Daily Reports? | | |
| **4.11** | Construction Drawing Management? | | |
| **4.12** | Construction Specification Management? | | |
| **4.13** | Risk Logs? | | |
| **4.14** | Tasks/Action Items? | | |
| **4.15** | Safety? | | |
| **4.16** | Reporting? | | |
| **4.17** | Dashboards? | | |
| | | **YES** | **NO** |
| **5** | Is the proposed system customizable on-demand by DGS personnel to improve system alignment with DGS business requirements without additional cost? This shall include, at minimum, the ability to: | | |
| **5.1** | Rename and/or repurpose any/all system fields? | | |
| **5.2** | Add or remove any/all system fields? | | |
| **5.3** | Turn any/all system functions/fields on or off? | | |
| **5.4** | Limit user access to fields or system functions by user role or type? | | |

| | | YES | NO |
|---|---|---|---|
| 5.5 | Create, modify or add new system functionality such as modules to create, submit, manage, track and report on construction project management activities not already included in the system? | | |
| 5.6 | Create multiple custom reports and dashboards? | | |
| | | **YES** | **NO** |
| **6** | Does your firm offer an Unlimited Professional Services Agreement for term of software license to include, at minimum, all of the following services? | | |
| **6.1** | Training documentation tailored to DGS system implementation for internal and external collaborators/users (must be available through the PMIS in PDF and/or video format)? | | |
| **6.2** | As-needed tailored, instructor-led training for DGS staff (in-person or via web)? | | |
| **6.3** | Custom system report writing services (48-hour turnaround unless agreed to in advance by DGS)? | | |
| **6.4** | Creation and hosting of video training tutorials, tailored to the DGS implementation, for internal and external collaborators/users (must be available through the PMIS)? | | |
| **6.5** | Customization, modification and utilization of system and system functionality? | | |
| **6.6** | Technical Support and assistance for DGS Admin personnel in day-to day use and management of the system (must be available, at minimum, from 8:00am – 8:00pm EST Monday – Friday)? | | |
| | | **YES** | **NO** |
| **7** | Can your firm provide migration of current DGS project data and files from the DGS Trimble Prolog Manager database to the proposed system? Database access/connection or copy of database to be provided by DGS. Database is approximately 28GB and includes data and files for approximately 1200 construction projects. | | |
| | | **YES** | **NO** |
| **8** | Are any additional software or services required in order to provide full functionality of your system? If so, please provide a detailed explanation and breakdown of additional software or services required in your response to Qualification 9 and include additional costs for the software, hardware or services in CLIN 4. Contractor shall provide a detailed explanation of any additional software or services required for complete functionality of the PMIS with their response to the IFB | | |
| | | **YES** | **NO** |
| **9** | Are your responses to Qualifications 1 – 7 based on any assumptions or limited by any clarifications or exceptions? Provide a detailed explanation for each assumption, clarification or exemption with your response to the IFB. | | |
| | | **YES** | **NO** |

| 10 | Does your company own the PMIS proposed in your response to this IFB? | | |
|---|---|---|---|
| 10.1 | Has your company previously implemented the proposed PMIS? | | |