

## PROPOSED WORK PLAN

The 2020-2021 proposed work plan for the Project Management Information System (PMIS) Support Services for the City of Columbus is detailed below. Note this is not a definitive scope of work but is a list of project goals to be completed and / or updated over the life of the project. Detailed scope of work tasks will be identified and approved by the Public Utilities Data Management Coordinator and the PMIS Steering Team:

- **Schedule and Monthly Status Report Screen Revisions (in conjunction with Long Beach CA project)**
  - Schedule will be updated to be more user friendly and flexible
    - Date populating and shifting based off of templates and predecessor milestones
    - Onscreen editable Gantt charts
    - Highlighting of past due tasks on screen
    - Actual end dates entry within the schedule (rather than on the status update)
    - More easily accessible and understandable History of Changes
  - Further enhancements will be pursued to allow entering status reports on the project managers preferred interval (30-day rolling) rather than the current monthly requirement
- **Expanded KPI analysis and Annual Dashboard Statistics**
  - Pursuit of various KPI Dashboards to visually summarize various data sets throughout the system
    - Overall Capital Budget Variance
    - Advertise for Bid/RFP Variance
    - Average Milestone Duration
    - Idle Contract Analysis
    - Shield Trends History
- **Other PMIS Features That May be Pursued As Determined by Steering Team**
  - Integration with ODI Software/Application (Invoice Processing and Electronic Utilization Submission by Vendors)
  - Construction Workflows (RFP, RFQ, Change Order, etc)
  - Construction Progress Report and Photo Archiving
  - P6 Import (to populate payment applications)
  - Benchmarking Cost Analysis Based on Bid items
  - Centralization of all training videos and materials for easy user access
  - Bluebeam integration
  - Project Closeout Report that summarizes project outcomes, averages, and data
  - User Feedback On-screen Widget
  - DAX Integration
  - Document Markup

## FEE SCHEDULE

- **2020-2021 : \$275,000.00**
- **Future modifications: One modification annually for that year's operating budget**