Scope of Work
Project Management Information System (PMIS) Support Services
City of Columbus, Department of Public Utilities

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PROPOSED WORK PLAN

The 2023 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:

1. **User Training and Support**
   a. Provide support to PMIS users including city staff, contractors, design professionals, inspectors, among others.
   b. Provide training for users. Training will continue to be held monthly as well as ad-hoc training for certain users as needed.
2. **Other PMIS Features and Enhancements of interest to the city**
   a. Submittal upgrade
      i. Combine two submittal workflows into one workflow
      ii. Streamline QA and reviewer selection steps (saving submittal coordinator time)
   b. Construction general screen (similar to project general screen provided to city users)
   c. P6 enhancements
      i. Populate payment applications or update project schedules
      ii. User generated Power BI Dashboards based on one or more P6 schedules
   d. Automated archiving project data for offline storage or usage
   e. Integration Enhancements (including Microsoft Dynamics)
   f. Enhanced Business Process Management
      i. Construction Workflows - RFP, RFQ, Change Order, etc.
      ii. Standardized Payment Processing Workflows
   g. Enhanced mobile and offline capabilities
   h. Benchmarking Cost Analysis
3. **Projects or enhancements identified during the course of the contract**
4. **Anticipated Costs**
   a. Anticipated hourly rates
      i. Junior Consultant: $115
      ii. Consultant: $155
      iii. Senior Consultant / Architect / Integration Consultant: $250
   b. Anticipated cost breakdown:

Category	Anticipated Cost
Support / Training	$ 151,500
Enhancements	$ 80,000
Reports	$ 5,000
Total	**$ 236,500**