| Q # | Questions | Answers |
| --- | --- | --- |
| 1 | Our proposed solution is modular and services are based on what module need to be implemented. Should the costs include implementation of all the following?Request ManagementWork Order Management (Demand/Preventative)Asset ManagementInventory ManagementMobileIntegrationsCapital Prediction ModelingProject ManagementKey ManagementMotor Pool ManagementSpace Planning | Request ManagementWork Order Management (Demand/Preventative)Asset ManagementInventory ManagementMobileIntegrations |
| 2 | Are there any specific milestones or deadlines we should be aware of? | Launch date of 1/1/26 |
| 3 | How many locations (i.e., Properties, Buildings, Floors, Spaces) will be managed in the system? | 176 buildings, 3.4 million squre feet |
|  | **Data** |  |
| 4 | Will data migration be required? If so, how much and what type of data? Will the client want to be involved in the data migration process? | Yes, 20 + years of work order data |
| 5 | What type of format is your current asset data in? | Mainsaver |
| 6 | How many maintenance procedures, inspections, etc. need to be migrated?  Typically, how many steps does each procedure have? | Unknown |
| 7 | What types of people data do you need to manage in TRIRIGA? (e.g., employees, contractors, students) | Employees, Students, and Contractors |
| 8 | Will historical work orders be migrated into this system? | Yes |
| 9 | Do you have concerns regarding the quality or completeness of your current data? | No |
| 10 | Are there any specific data migration challenges that you foresee? | Large volume |
|  | **Assets/Work Orders** |  |
| 11 | How do you currently receive work requests? | Via campus submissions |
| 12 | How many assets do you perform preventive / repair maintenance on? | Unknown |
| 13 | What types (i.e., furniture, building equipment, art work, computers, etc.) of assets and how many of each type are being managed? Other asset types? To what extent are these managed? | Unknown |
| 14 | How many Work Orders by type (i.e., Demand/Corrective, Planned, Preventive, etc.) does your organization currently process in a week, month, year? | Unknown |
| 15 | Do you capture facility condition assessment data today? If so, how? |  |
|  | **Integrations** |  |
| 16 | Are the only integrations to be included in pricing for Banner and Bank of America? | Unknown at this time |
| 17 | Are integrations one-way, bidirectional, flat file, etc? | Unknown |
| 18 | What of type of records/information will need to be integrated with Bank of America? | Unknown |
|  | **Space** |  |
| 19 | Do you require floorplans to be viewable and accessible within the software solution? | Possibly |
| 20 | If you have floorplans are they polylined? If not, do you want pricing for that service? | yes |
| 21 | How many square feet of drawings do you have? What format are the drawings in? (e.g. .dwg, .pdf, .rvt) | 3.4 million square feet. TIF and PDF |
| 22 | Will move requests be managed in the proposed solution? | Yes |
| 23 | What other space requests will be managed? | Unknown at this time |
|  | **Projects** |  |
| 24 | How do projects typically get requested or identified? | Staff requests |
| 25 | Do you request funding for projects?  Or is funding predetermined before a project begins? | Funding is predetermined |
| 26 | How many projects are you managing per year?  At any one time?  (by type:  New Builds, Renovation, Retrofits) | 250+ |
| 27 | How many project managers do you have?   Besides Project Managers, who else gets involved with Projects in your organization? | 8. Finance and Administration and Procurement |
| 28 | Do projects roll up to a program or other type of high level grouping?  Do projects have sub projects or child projects? |  |
| 29 | What budget/cost controls and chargeback mechanisms are required? | Unknown |
|  | **Key Management** |  |
| 30 | Does the system need to track key cuts and core locations? Or just key requests and assignments? | No |
|  | **Training** |  |
| 31 | How many users will require training? | 8 |
| 32 | Can a train-the-trainer approach be used? |  |
|  | **Users** |  |
| 33 | Please define the number of users including for (named or concurrent?):* 1. Administrative with complete read/write access?
	2. Occasional users?
	3. Approvals and reporting only?
	4. Self-service(Request)?
	5. Mobile users/devices (Technicians, work order completion) What types of devices
 | * + - * 1. 4
				2. 12
				3. 12
				4. 100
				5. 50
 |
|  | **SaaS/Hosting** |  |
| 34 | What is the desired solution type, on-premises or SaaS? How many environments? |  |
| 35 | If SaaS is FedRAMP required? |  |
|  | **Other** |  |
| 36 | Can  an extension of due date to May 16th be issued? | No |