

### Program #78323 - Capital Project Management Software

3/4/2020

**Department:** County Assets **Program Contact:** Tracey Massey

Program Offer Type: Existing Operating Program Program Offer Stage: As Requested

Related Programs:

**Program Characteristics:** In Target

### **Executive Summary**

Facilities is currently managing its large Capital Improvement Program with a failing and aging system. The system must be replaced to allow Facilities to manage the county's infrastructure investments. The new system will integrate with the new ERP suite of systems to provide more seamless processing and efficiency across the organization.

## **Program Summary**

This program will evaluate business requirements, procure a new system, and implement the selected system. The transition to a new Facilities Capital Management System will require changes in service design, workflows, and process reengineering as teams move from legacy systems to new more integrated systems. The new system is expected to provide these capabilities:

- Develop program management plans to manage and allocate funds to projects for capital initiatives
- Manage and document scope for capital projects
- Prepare and track budget estimates
- Manage schedules by tracking and managing project activities
- Manage resources assigned to project activities across various phases of the project lifecycle
- Conduct quality management activities such as perform inspections, managing punch lists, completing project checklists, documenting safety reports
- Track project risks
- Manage vendor engagement
- Integrate data across the ERP software solutions for a consistent view of project details
- Track & report on actuals vs planned costs

Performance Measures								
Measure Type	Primary Measure	FY19 Actual	FY20 Budgeted	FY20 Estimate	FY21 Offer			
Output	Complete the evaluation and selection of the Facilities Capital Management System.	N/A	100%	100%	100%			
Outcome	Percentage of key milestones met based on approved project plan.	N/A	90%	N/A	90%			

#### **Performance Measures Descriptions**

Output: Complete the evaluation and selection of systems in the fiscal year.

Outcome: Successful completion of key milestones as defined in the project plan. [FY20 project plan to be determined based on selection of software]

# Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	2020	2020	2021	2021
Contractual Services	\$0	\$1,000,000	\$0	\$908,588
Total GF/non-GF	\$0	\$1,000,000	\$0	\$908,588
Program Total:	\$1,000,000		\$908,588	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues								
Financing Sources	\$0	\$1,000,000	\$0	\$0				
Beginning Working Capital	\$0	\$0	\$0	\$908,588				
Total Revenue	\$0	\$1,000,000	\$0	\$908,588				

## **Explanation of Revenues**

# Significant Program Changes

Last Year this program was: FY 2020: 78323-20 Capital Project Management Software