AMENDED 05/24/02

DATE: May 30, 2002

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY Authorization to Award Contract - ViaNovus Inc., (Resolution No. 020530-B6)

BACKGROUND INFORMATION:

Project: Project/Construction Management Software For District’s Capital Outlay Improvement Projects

The District’s Facilities Planning and Construction (FP&C) Office has been researching Project/Construction Management (PM/CM) software for the last 10 months. This PM/CM software is for the District Project Managers’ use on tracking multiple construction project contracts, schedules, budgets, change orders, and construction document management. The software will be installed on each project manager's computer. With ITS Department and the Controller’s Office assistance, the District has contacted ViaNovus, Primavera, Meridian, 3D/International, Prism and SCT (maker of the District’s “Banner” accounting software) for evaluation and comparison. The District wishes to establish a contract with ViaNovus Inc., for the “Paragon” Project/Construction Management software for District’s Capital Outlay Improvement projects.

“Paragon” is a PM/CM software written, produced, and sold by the ViaNovus Inc., located in Oakland. Contractors, construction management firms, and owner’s depend on PM/CM software for:

- Construction budget management and analysis - Although the District’s accounting program is the core of Facilities Planning construction accounting management (encumbrances and expenditure tracking), it was not intended for the day-to-day cost issues presented by construction projects. For example, every change in the project scope often has an initial cost proposal from a contractor, a counter offer by the owner, and then a final agreed amount. Accounting software only deals with the final amount, PM software deals with cost change management through the negotiation process.
- Document Tracking - Document Logs - Tracking of Request for Information (RFI), change order proposals, and product information submittals sent to the owner by the general contractor, as well as weekly meeting minutes, change order requests, supplemental instructions, project schedules, and project status reports produced by the District.
• **Linking documents to cost changes** - Several of the documents above are often related to cost changes. PM software will assist in linking cost changes with their related documents.

• **On-line communication**. PM software also allows documents to be produced and distributed on-line. This allows the documents to be entered directly into the database, reducing redundant data entry and paper documents. On-line access will improve communication between the project administrator, architect, contractor, and will assist the District Controller in overseeing expenditures.

• **Database management** - PM software is database management software tailored to the Client/Architect/Engineer/Contractor industry.

  There are many PM/CM software products on the market. Each is unique. ViaNovus’ product, Paragon, is being proposed as the District’s PM/CM software because:

  - It is software designed around the needs of owner project and construction management. Most, if not all, other programs were developed for general contractors.
  - Many significant public agencies have selected it for their PM/CM software, including CalTrans and East Bay MUD.
  - Paragon is capable of downloading accounting information from the District’s accounting program.
  - The software is very adaptable to the way Facilities Planning and Construction management needs to track project cost.
  - ViaNovus is a relatively small firm that has been very responsive to our questions. They have met with the District’s IT and accounting staff several times to answer a wide range of questions and answered them satisfactorily. ViaNovus has been in business since 1995.
  - The cost of the program and support is comparable to other products.

The amount of this resolution includes:

<table>
<thead>
<tr>
<th>Product</th>
<th>Term</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paragon 6 (for Client Server)</td>
<td>8</td>
<td>One time fee/User</td>
</tr>
<tr>
<td>Annual Tech Support &amp; Upgrades</td>
<td>8</td>
<td>User/year</td>
</tr>
<tr>
<td>Standard Implementation Package</td>
<td>1</td>
<td>One time fee</td>
</tr>
<tr>
<td>Basic Training</td>
<td>2</td>
<td>days</td>
</tr>
<tr>
<td>Administrative Training</td>
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<td>days</td>
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<tr>
<td>Needs Analysis</td>
<td></td>
<td>As required</td>
</tr>
<tr>
<td>Custom Report Creation</td>
<td>5</td>
<td>days</td>
</tr>
<tr>
<td>Banner Data Integration</td>
<td>5</td>
<td>days</td>
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</tbody>
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Facilities Planning and Construction believes this will cover all cost to make the program fully functional for our office. The annual support contract will cost about $6,800/year.

The project is funded by the **1997 Bond fund**, and is to be charged to 426000-0130-6203-7100-ADM (Administration).
RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with ViaNovus Inc., for the project: Project/Construction Management Software For District’s Capital Outlay Improvement Projects, to be completed on or before June 30, 2003, at a cost of not to exceed $72,640, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
W/ David Liggett