GENERAL SERVICES DEPARTMENT
Facilities Management Division

GSD PROOF-NM Project
Process Re-engineering & Optimization of Operations & Maintenance Functions for New Mexico

Project Certification
Implementation Phase
July 27, 2016
FMD MISSION & Performance Measures

**MISSION:**

- “To ensure that the citizens of New Mexico and state agencies receive the best value in design, construction and management of state-owned and leased facilities. To provide clean, safe, energy-efficient work environments for our employees and customers and to support the sustainability, energy efficiency, and capital improvement of state facilities.”

**PERFORMANCE MEASURES:**

- Maximize percent of work orders completed on time
- Reduced cost of maintaining state facilities
- Enhance Work Order backlog management
- Improve inventory management (i.e., supplies, materials)
- Visibility into total cost of maintenance / total cost of ownership
PROOF-NM Project Overview

Project Goals and Objectives

• Deploy AiM Modules without customization
• Integrate O&M (Operations & Maintenance) Support Systems with Asset, Project and Business Operations functions
• Deploy Mobile Computing in support of:
  – Electronic Work Dispatch
  – Reprioritizing work based on emergent conditions
  – Capturing work performed
  – Real time reporting of work completed
• Define and implement Key Performance Indicator (KPI) Reports:
  – Maintenance – Wrench-Time, % W/O’s completed w/in required time frames by priority, type and work group
  – Warehouse Management – Inventory Turns, shop stock control, inventory control, transfers and loss control metrics
• Define requirements for transaction-based interfaces/queries to SHARE (Deployment following SHARE Upgrade)
GSD PROOF-NM Project Review

• STATUS

• Project is positioned to successfully transition from Planning Phase to Design/Build Phase
• IV&V contractor has been selected (POD) and the contract is being executed
• AssetWorks Consulting contract is being executed
• Application software has upgraded to latest software version (8.4) in test
• Focus Group sessions conducted (6 in all)
• Project Team and Sub-Teams have been identified
• Software (FiRE for O&M) is in process of being purchased
PROOF-NM Accomplishments

- Project Schedule, Project Plan and contract deliverables have been finalized and subsequent pricing has been received from vendors
- All Project Initiation and Project Planning Phase tasks have been completed
  - Risk Assessment and Mitigation Analysis
  - Business BluePrint (Design) Session Plan and Schedule
  - Communication Plan
  - Change Management Plan
  - Training Strategy and Plan
  - Test Strategy and Plan
  - AiM Version 8.5 installed in the Test Environment
  - Technology Plan reviewed and updated
PROOF-NM Accomplishments (cont.)

- Governance Structure and Project Team finalized
- First Steering Committee Meeting conducted
- SharePoint document repository implemented
- PM Contract for Implementation and Closeout Phases has been executed
# GSD PROOF-NM Project-Funding

**Appropriation History (Include all Funding sources, e.g. Federal, State, County, Municipal laws or grants)**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Amount</th>
<th>Funding Source and Appropriation language</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2016</td>
<td>$1,960,200.00</td>
<td>52\textsuperscript{nd} Legislature, 2\textsuperscript{nd} Session, Laws 2016, Ch. 11 Sec. 7 (8), Fund 28600</td>
</tr>
</tbody>
</table>
# PROOF-NM – Projected Budget By Phase

<table>
<thead>
<tr>
<th>Major Project Deliverable and Performance Measure</th>
<th>Budget</th>
<th>Due Date</th>
<th>Project Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Services (PM, AssetWorks Consultant)</td>
<td>$52,447.96</td>
<td>May 2016</td>
<td>Initiation</td>
</tr>
<tr>
<td>Professional Services (PM, AssetWorks Consultant)</td>
<td>$129,110.97</td>
<td>July 2016</td>
<td>Planning</td>
</tr>
<tr>
<td>Professional Services (PM, AssetWorks Consultant, IV&amp;V)</td>
<td>$1,603,526.74</td>
<td>Nov 2017</td>
<td>Implementation</td>
</tr>
<tr>
<td>Software Purchase (FiRE O&amp;M)</td>
<td>$55,340.08</td>
<td>Dec 2017</td>
<td>Close Out</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$1,960,200.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Budget considerations are: 3% contingency of total project cost, IV&V is calculated @ 5% of total Project Cost, Professional services based on 20 month project duration including applicable tax travel/per diem costs. Software costs includes 1st year maintenance, recurring maintenance costs will be paid out of operating budget and is calculated at 20% of software initial costs.

<table>
<thead>
<tr>
<th>Description</th>
<th>FY16 &amp; Prior</th>
<th>FY17</th>
<th>FY18</th>
<th>Total</th>
<th>FY20 &amp; After</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff - Internal</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Consulting Services</td>
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<td>$1,287,652.99</td>
<td>$449,937.35</td>
<td>$1,844,669.49</td>
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<tr>
<td>Hardware</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Software</td>
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<td>$50,169.12</td>
<td>$10,021.31</td>
<td>$60,190.43</td>
<td>$10,021.31</td>
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<tr>
<td>Contingency</td>
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<td>$38,629.19</td>
<td>$13,498.12</td>
<td>$55,340.08</td>
<td>$0.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$110,291.92</strong></td>
<td><strong>$1,376,451.30</strong></td>
<td><strong>$473,456.78</strong></td>
<td><strong>$1,960,200.00</strong></td>
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# Project Certification History

<table>
<thead>
<tr>
<th>Start Date</th>
<th>May 2, 2016</th>
<th>Planned End Date</th>
<th>December 22, 2017</th>
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<tbody>
<tr>
<td>Amount Requested this Certification</td>
<td>$1,663,717.18</td>
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<tr>
<td>Amount Previously Certified</td>
<td>$181,558.92</td>
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<tr>
<td>Remaining Appropriation not Certified</td>
<td>$114,923.90</td>
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<td>Total Appropriated Amount</td>
<td>$1,960,200.00</td>
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**CERTIFICATION HISTORY (INCLUDE ANY PREVIOUS PROJECT OR PHASE CERTIFICATIONS)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
<th>Funding Source(s)</th>
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<tr>
<td>April 27, 2016</td>
<td>$181,558.92</td>
<td>52nd Legislature, 2nd Session, Laws 2016, Ch. 11 Sec. 7 (8), Fund 28600</td>
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GSD PROOF-NM ESTIMATED SCHEDULE
PROOF-NM Project Certification Approval

Thank you

Request Approval for the Release of $1,663,717.18 for the Implementation Phase
QUESTIONS?

GENERAL SERVICES DEPARTMENT

“THE HEART AND SOUL OF STATE GOVERNMENT”