

Oakland County Department of Information Technology Project Scope and Approach

Project Name: FM GIS Indoors Implementation

Project ID: D13148II

Leadership Group: Land					
Department: Facilities Management			Division: Facilities Planning and Engineering		
Project Sponsor: Ed Joss		Date Requested: 3/15/22		PM Customer No. 148	
Request Type: <u>New Development</u>		<i>Enhancement</i>		<i>Customer Support</i>	
<i>Planned System Maintenance or Upgrade</i>					
IT Team Name: Infrastructure and GIS			IT Team No: 1		
Project Manager/Leader: Dennis Faustich					
Account Number:	21181	Account Description:	FM&O Admin Support	Customer Name:	Facilities Mgmt
Grant Funded?		Yes <u>No</u>		Mandate? Yes <u>No</u>	
		Mandate Source:			

Project Goal

To implement an automated solution to convert CAD data to GIS data so that Facilities Management staff can easily and accurately report on department space allocations, streamline their data maintenance workflow and provide up to date GIS applications & dashboards to support building maintenance throughout the county campus.

Business Objective

To implement technologies to automate the conversion of CAD data to GIS data so that Facilities Management can easily create and accurately report out Space Allocations to departments and provide up to date GIS applications and dashboards for staff working on the county campus.

Major Deliverables

- Business Requirement Documentation
- Standup GIS Indoors Prod Environment
- Install GIS Indoors software
- Implement and support data migration
- Complete UAT
- Contractor Professional services for data conversion
- Go-Live Preparations
- Post Implementation Support

Oakland County Department of Information Technology Project Scope and Approach

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Approach

- Develop Detailed Project Plan
- Document Business Requirements
- Standup GIS Indoors Prod environment
- Install and configure GIS Indoors software
- Coordinate and support contractor Professional Services for CAD to GIS data conversion
- Perform data migration
- Configure AGO applications & dashboards
- Acquire User Acceptance Sign off
- Conduct Change Control
- Release new changes/data into production
- Post-Implementation Support

Research & Analysis

Gartner Research Recommendation – No Results Found

Benefits

See Return on Investment (ROI) Analysis Document

Impact

Number of Users 65+

Divisions FM Staff & County Department Leads

Leadership Groups Land

Risk

Business Environment Medium – Project requires some changes to existing business processes

Technical Environment Medium – Previously implemented technologies with new aspects and/or new requirements.

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Assumptions

Staffing IT Staffing: resources will be available for the hours indicated per the attached project plan.

Other Staffing: additional staffing will be available as follows:

<u>Role:</u>	<u>Name</u>	<u>Hours per Day</u>
Project Sponsor:	Ed Joss	As Needed
	Jason Warner	As Needed
FM Data/Content Editors	Rob Mabe	As Needed

Facilities

- None

Technical

-

Funding

- FM will fund the OCIT labor hours for this project
- FM is responsible for the GIS Indoors annual license fee
- FM is responsible for any professional services to convert County CAD data to GIS data

Other

- None

Priority

Constraints

- GIS Indoors is compatible with Cityworks v15.6 and higher

Exclusions

-

Oakland County Department of Information Technology Project Scope and Approach

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PROJECT PHASE AUTHORIZATION

Phase(s):	
Total Estimated Application Services	Hours: 382
Total Estimated Technical Systems	Hours: 30
Total Estimated CLEMIS	Hours:
Total Estimated Internal Services	Hours:
IT Application Services Division Manager Approval:	Date:
IT Technical Systems Division Manager Approval:	Date:
IT CLEMIS Division Manager Approval:	Date:
IT Internal Services Division Manager Approval:	Date:
IT Management Approval:	
Approved: Yes No	Date:
Reason:	
Project Sponsor Approval:	
Title:	Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours:
Previously Authorized Development	Hours:
Preliminary Estimated Development for Future Phases	Hours:
Grand Total Estimated Development	Hours: 412 Cost: \$67,980

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PROJECT COMPLETION AUTHORIZATION

Customer Acceptance of Product:	
Title:	Date:
Project Office Review:	Date:

FM GIS Indoors Implementation - Size Estimate (+/- 10% to 50%)

1	Type	ID	Task Name	Estimated
2				Hours
3		000000	PROJECT MANAGEMENT	122
4	Phase	200000	DEFINE BUSINESS REQUIREMENTS	46
5	Phase	300000	DESIGN SYSTEM ARCHITECTURE	4
6	Phase	500000	DEVELOP APPLICATION	104
7	Phase	600000	IMPLEMENTATION PHASE	99
8	Phase	800000	POST IMPLEMENTATION SUPPORT	37
9				412

Oakland County -- FM GIS Indoors Implementation

Return on Investment Analysis

Project Summary

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Benefits/Savings:							
Tangible Benefits Subtotal:	0	0	0	0	0	0	0
Cost Avoidance Subtotal:	0	28,730	28,730	28,730	28,730	28,730	143,650
Costs:							
Development Services Subtotal:	52,140	70,775	5,775	5,775	5,775	5,775	146,015
Hardware Subtotal:	0	0	0	0	0	0	0
Software Subtotal:	20,000	20,200	20,402	20,606	20,812	21,020	123,040
Infrastructure Subtotal:	0	0	0	0	0	0	0
Training Subtotal:	20,000	0	0	0	0	0	20,000
Other Subtotal:	0	0	0	0	0	0	0
Annual Statistics:							
Annual Total Savings	0	28,730	28,730	28,730	28,730	28,730	143,650
Annual Total Costs	92,140	90,975	26,177	26,381	26,587	26,795	289,055
Annual Return on Investment	(92,140)	(62,245)	2,553	2,349	2,143	1,935	(145,405)
Annual Costs/Savings Ratio	0.00%	316.66%	91.11%	91.82%	92.54%	93.27%	
Project Cumulative Statistics:							
Cumulative Total Savings	0	28,730	57,460	86,190	114,920	143,650	143,650
Cumulative Total Costs	92,140	183,115	209,292	235,673	262,260	289,055	289,055
Cumulative Return on Investment	(92,140)	(154,385)	(151,832)	(149,483)	(147,340)	(145,405)	(145,405)
Cumulative Cost/Savings Ratio	0.00%	637.37%	364.24%	273.43%	228.21%	201.22%	201.22%
Year Positive Payback Achieved							NO PAYBACK
State or Federal Mandate?							
Signatures:							
Benefits Reviewed By Project Sponsor	_____			Date:	_____		
Costs (including IT Resources) Reviewed By Information Technology Project Manager	_____			Date:	_____		

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Return on Investment Analysis

Savings Detail

Benefit/Savings Description	Project Savings Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Savings	Annual Multiplier
Staff time saved editing GIS features in ArcMap	Cost Avoidance			390	34	13,260	1.000
Staff time saved updating and preparing Space Allocation documentation for departments	Cost Avoidance			350	34	11,900	1.000
Staff time saved not updating and configuring AGO Applications	Cost Avoidance			105	34	3,570	1.000
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	

Oakland County -- FM GIS Indoors Implementation
Return on Investment Analysis

Savings Detail

Benefit/Savings Description	Project Savings Category	Affects Project ROI?						Potential Savings Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6	Y1	Y2	Y3	Y4	Y5	Y6
Staff time saved editing GIS features in ArcMap	Cost Avoidance	x	x	x	x	x			13,260.00	13,260.00	13,260.00	13,260.00	13,260.00
Staff time saved updating and preparing Space Allocation documentation for departments	Cost Avoidance	x	x	x	x	x			11,900.00	11,900.00	11,900.00	11,900.00	11,900.00
Staff time saved not updating and configuring AGO Applications	Cost Avoidance	x	x	x	x	x			3,570.00	3,570.00	3,570.00	3,570.00	3,570.00

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Return on Investment Analysis

Savings Summary

Benefit/Savings Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Tangible Benefit:							
<i>Tangible Benefits Subtotal:</i>							
Cost Avoidance:							
Staff time saved editing GIS features in ArcMap		13,260	13,260	13,260	13,260	13,260	66,300
Staff time saved updating and preparing Space Allocation documentation for departments		11,900	11,900	11,900	11,900	11,900	59,500
Staff time saved not updating and configuring AGO Applications		3,570	3,570	3,570	3,570	3,570	17,850
<i>Cost Avoidance Subtotal:</i>		28,730	28,730	28,730	28,730	28,730	143,650
Intangible Benefit:							
Savings Total:		28,730	28,730	28,730	28,730	28,730	143,650

Oakland County -- FM GIS Indoors Implementation
Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Cost	Annual Multiplier	Affects Project ROI?							
								Y1	Y2	Y3	Y4	Y5	Y6		
IT Development Hours - Phase 1	Development Svcs		HR	316	165	52,140		x							
IT Development Hours - Phase 2	Development Svcs		HR	412	165	67,980			x						
Esri GIS Indoors Annual Software License	Software		ANN	1	20,000	20,000	1.010	x	x	x	x	x	x	x	
Esri GIS Indoors Workshop	Training		EA	1	20,000	20,000		x							
Contractor Professional Services	Development Svcs		EA	1	65,000	65,000			x						
IT Hours - System Maintenance	Development Svcs		HR	10	165	1,650	1.000		x	x	x	x	x	x	
IT Hours - Customer Support	Development Svcs			25	165	4,125	1.000		x	x	x	x	x	x	
IT Hours - Planned Maintenance	Development Svcs				165	0	1.000								
User Hours - New Development	Development Svcs					0									
User Hours - PTNE/OT	Development Svcs					0									
PC System - Acquisition	Hardware				814	0									
PC System - Maintenance	Hardware				2,304	0									
Notebook - Acquisition	Hardware				1,223	0									
Notebook - Maintenance	Hardware				2,372	0									
Tablet Notebook - Acquisition	Hardware				2,012	0									
Tablet Notebook - Maintenance	Hardware					0									
Laserprinter - Acquisition	Hardware				1,432	0									
Laserprinter - Maintenance	Hardware				1,104	0									
Image Workstations - Acquisition	Hardware					0									
Image Workstations - Maintenance	Hardware				3,496	0									
PC Maintenance User Owned	Hardware				2,304	0									
Printer Maintenance User Owned	Hardware				1,072	0									
File Space (100GB)	Hardware		ANN		173	0									
Internet Bandwidth per MB	Hardware		ANN		750	0									
Package Software - Acquisition	Software					0									
Package Software - Maintenance	Software					0									
Business Objects Access	Software					0									
Term Emulation SFTW-Acquisition	Software					0									
Term Emulation SFTW-Maintenance	Software					0									
Server - Acquisition/Upgrade	Infrastructure				8,000	0									
Server - Maintenance	Infrastructure				360	0									
Server Sftwre - Acquisition/Upgrade	Infrastructure				335	0									
Server Sftwre - Maintenance	Infrastructure					0									
Server Rack Mount	Infrastructure				400	0									

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Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Cost	Annual Multiplier	Affects Project ROI?						
								Y1	Y2	Y3	Y4	Y5	Y6	
Oracle Enterprise Per Processor - Includes Year 1 Maintenance	Infrastructure				21,372	0								
Oracle Enterprise Per Processor - Year 2 and Beyond	Infrastructure				3,432	0								
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2016-Aug 2017 - Includes Maintenance thru Aug 2019	Infrastructure				24,533	0								
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2017-Aug 2018 - Includes Maintenance thru Aug 2019	Infrastructure				20,759	0								
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2018-Aug 2019 - Includes Maintenance thru Aug 2019	Infrastructure				16,985	0								
SQL Server Enterprise - Maintenance, Per Processor (4 cores) - Sept 2019 and Beyond	Infrastructure				4,218	0								
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2016-Aug 2017 - Includes Maintenance thru Aug 2019	Infrastructure				6,398	0								
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2017-Aug 2018 - Includes Maintenance thru Aug 2019	Infrastructure				5,414	0								
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2018-Aug 2019 - Includes Maintenance thru Aug 2019	Infrastructure				4,429	0								
SQL Server - Standard Maintenance, Per Processor (4 cores) - Sept 2019 and Beyond	Infrastructure				1,100	0								
Websphere Basic Per Processor Single/Dual Core - Includes Year 1 Maintenance	Infrastructure				3,506	0								
Websphere Basic Per Processor Single/Dual Core - Year 2 and Beyond	Infrastructure				701	0								
Websphere ND Per Processor Single/Dual Core - Includes Year 1 Maintenance	Infrastructure				13,180	0								

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Cost Detail

Cost Description	Project Cost Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Cost	Annual Multiplier	Affects Project ROI?							
								Y1	Y2	Y3	Y4	Y5	Y6		
Websphere ND Per Processor Single/Dual Core - Year 2 and Beyond	Infrastructure				2,635	0									
SSL Certificate	Infrastructure				845	0									
Internet Access	Infrastructure				180	0									
Imperva Web Application Firewall (External Web Applications Only)	Infrastructure		ANN		500	0									
App Code Directories on Consolidated IIS Server (Virtual)	Infrastructure		ANN		415	0									
Database (5 GB) on Consolidated SQL Instance Server	Infrastructure		ANN		930	0									
Database Instance (125 GB DB) on Consolidated SQL Server	Infrastructure		ANN		2,395	0									
Database SQL Maint Server	Infrastructure		ANN		834	0									
Database SQL Server Physical	Infrastructure		ANN		19,158	0									
DB Maintenance (Annual Cycle \$610)	Infrastructure		ANN		610	0									
DB Maintenance (Semi-Annual Cycle \$1220)	Infrastructure		ANN		1,220	0									
DB Maintenance (Semi-Annual Cycle \$2440)	Infrastructure		ANN		2,440	0									
Dedicated Virtual Server	Infrastructure		ANN		4,150	0									
DB Instance Setup	Infrastructure			1	976	976		x							
DBA MS SQL Database Creation on Existing Instance	Infrastructure				366	0									
Extra Small - 2 Core 8GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$601 On Premise Physical Server = N/A	Infrastructure		ANN												
Small - 4 Core 16GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$951 On Premise Physical Server = \$9,288	Infrastructure		ANN		951										
Medium - 8 Core 32GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$1,702 On Premise Physical Server = \$9,751	Infrastructure		ANN												
Large - 16 Core 64GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$3,167 On Premise Physical Server = \$10,446	Infrastructure		ANN												

Oakland County -- FM GIS Indoors Implementation
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Cost Detail

Cost Description	Project Cost Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Cost	Annual Multiplier	Affects Project ROI?							
								Y1	Y2	Y3	Y4	Y5	Y6		
Extra Large - 40 Core 160GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$7,564 On Premise Physical Server = \$12,906	Infrastructure		ANN												
Project Staff Training	Training														
User Training	Training														

Oakland County -- FM GIS Indoors Implementation
Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
IT Development Hours - Phase 1	Development Svcs	52,140.00					
IT Development Hours - Phase 2	Development Svcs		67,980.00				
Esri GIS Indoors Annual Software License	Software	20,000.00	20,200.00	20,402.00	20,606.02	20,812.08	21,020.20
Esri GIS Indoors Workshop	Training	20,000.00					
Contractor Professional Services	Development Svcs		65,000.00				
IT Hours - System Maintenance	Development Svcs		1,650.00	1,650.00	1,650.00	1,650.00	1,650.00
IT Hours - Customer Support	Development Svcs		4,125.00	4,125.00	4,125.00	4,125.00	4,125.00
IT Hours - Planned Maintenance	Development Svcs						
User Hours - New Development	Development Svcs						
User Hours - PTNE/OT	Development Svcs						
PC System - Acquisition	Hardware						
PC System - Maintenance	Hardware						
Notebook - Acquisition	Hardware						
Notebook - Maintenance	Hardware						
Tablet Notebook - Acquisition	Hardware						
Tablet Notebook - Maintenance	Hardware						
Laserprinter - Acquisition	Hardware						
Laserprinter - Maintenance	Hardware						
Image Workstations - Acquisition	Hardware						
Image Workstations - Maintenance	Hardware						
PC Maintenance User Owned	Hardware						
Printer Maintenance User Owned	Hardware						
File Space (100GB)	Hardware						
Internet Bandwidth per MB	Hardware						
Package Software - Acquisition	Software						
Package Software - Maintenance	Software						
Business Objects Access	Software						
Term Emulation SFTW-Acquisition	Software						
Term Emulation SFTW-Maintenance	Software						
Server - Acquisition/Upgrade	Infrastructure						
Server - Maintenance	Infrastructure						
Server Sftwre - Acquisition/Upgrade	Infrastructure						
Server Sftwre - Maintenance	Infrastructure						
Server Rack Mount	Infrastructure						

Oakland County -- FM GIS Indoors Implementation
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Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
Oracle Enterprise Per Processor - Includes Year 1 Maintenance	Infrastructure						
Oracle Enterprise Per Processor - Year 2 and Beyond	Infrastructure						
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2016-Aug 2017 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2017-Aug 2018 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server Enterprise - Per Processor (4 cores) - Purchased Sept 2018-Aug 2019 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server Enterprise - Maintenance, Per Processor (4 cores) - Sept 2019 and Beyond	Infrastructure						
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2016-Aug 2017 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2017-Aug 2018 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server Standard - Per Processor (4 cores) - Purchased Sept 2018-Aug 2019 - Includes Maintenance thru Aug 2019	Infrastructure						
SQL Server - Standard Maintenance, Per Processor (4 cores) - Sept 2019 and Beyond	Infrastructure						
Websphere Basic Per Processor Single/Dual Core - Includes Year 1 Maintenance	Infrastructure						
Websphere Basic Per Processor Single/Dual Core - Year 2 and Beyond	Infrastructure						
Websphere ND Per Processor Single/Dual Core - Includes Year 1 Maintenance	Infrastructure						

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Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
WebSphere ND Per Processor Single/Dual Core - Year 2 and Beyond	Infrastructure						
SSL Certificate	Infrastructure						
Internet Access	Infrastructure						
Imperva Web Application Firewall (External Web Applications Only)	Infrastructure						
App Code Directories on Consolidated IIS Server (Virtual)	Infrastructure						
Database (5 GB) on Consolidated SQL Instance Server	Infrastructure						
Database Instance (125 GB DB) on Consolidated SQL Server	Infrastructure						
Database SQL Maint Server	Infrastructure						
Database SQL Server Physical	Infrastructure						
DB Maintenance (Annual Cycle \$610)	Infrastructure						
DB Maintenance (Semi-Annual Cycle \$1220)	Infrastructure						
DB Maintenance (Semi-Annual Cycle \$2440)	Infrastructure						
Dedicated Virtual Server	Infrastructure						
DB Instance Setup	Infrastructure	976.00					
DBA MS SQL Database Creation on Existing Instance	Infrastructure						
Extra Small - 2 Core 8GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$601 On Premise Physical Server = N/A	Infrastructure						
Small - 4 Core 16GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$951 On Premise Physical Server = \$9,288	Infrastructure						
Medium - 8 Core 32GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$1,702 On Premise Physical Server = \$9,751	Infrastructure						
Large - 16 Core 64GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$3,167 On Premise Physical Server = \$10,446	Infrastructure						

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Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
Extra Large - 40 Core 160GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$7,564 On Premise Physical Server = \$12,906	Infrastructure						
Project Staff Training	Training						
User Training	Training						

Oakland County -- FM GIS Indoors Implementation

Return on Investment Analysis

Cost Summary

Cost Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Development Services:							
IT Development Hours - Phase 1	52,140	0	0	0	0	0	52,140
IT Hours - System Maintenance		1,650	1,650	1,650	1,650	1,650	8,250
IT Hours - Customer Support		4,125	4,125	4,125	4,125	4,125	20,625
IT Hours - Planned Maintenance							
User Hours - New Development							
User Hours - PTNE/OT							
Contractor Professional Services		65,000					65,000
<i>Development Services Subtotal:</i>	52,140	70,775	5,775	5,775	5,775	5,775	146,015
Hardware:							
<i>Hardware Subtotal:</i>							
Software:							
Esri GIS Indoors Annual Software License	20,000	20,200	20,402	20,606	20,812	21,020	123,040
<i>Software Subtotal:</i>	20,000	20,200	20,402	20,606	20,812	21,020	123,040
Infrastructure:							
<i>Infrastructure Subtotal</i>							
Training:							
Esri GIS Indoors Workshop	20,000.00						20,000
<i>Training Subtotal:</i>	20,000						20,000
Other:							
<i>Other Subtotal:</i>							
Costs Total:	92,140	90,975	26,177	26,381	26,587	26,795	289,055

Oakland County -- FM GIS Indoors Implementation

Return on Investment Analysis

Assumptions

Date	Assumption Description
17-May-22	Esri GIS Indoors annual license cost - \$20k
17-May-22	Esri GIS Indoors Workshop costs - \$20k
17-May-22	Esri GIS Indoors requires ArcGIS Enterprise 10.8.1 or higher
17-May-22	Sizing does not include the integration setup with Cityworks due to data collection needs (i.e. Z-level coordinates).
17-May-22	GIS Indoors is compatible with Cityworks v15.6 or higher