

Oakland County Department of Information Technology Project Scope and Approach

Project Name: FMO Replace Building Management System Phase 3

Project ID: D10147BM

Leadership Group: Land					
Department: Facilities Management			Division: Facilities Maintenance and Operations		
Project Sponsor: Penny Knope		Date Requested: 3/6/20		PM Customer No. 147	
Request Type: <u><i>New Development</i></u> Enhancement Customer Support Planned System Maintenance or Upgrade					
IT Team Name: Infrastructure and GIS			IT Team No: 1		
Project Manager/Leader: Scott Kaiser					
Account Number:	21080	Account Description:	FM&O BLDG MGMT SYS REP PH 2	Customer Name:	Facilities Mgmt
Grant Funded?		Yes <u><i>No</i></u>		Mandate? Yes	
				<u><i>No</i></u>	
		Mandate Source:			

Project Goal

To continue to implement a new Facilities Management Building Management System (BMS) for HVAC so that the current system can be modernized.

Business Objective

Improve productivity and overall response time by monitoring various HVAC alarms and systems with a new secure and high availability Building Maintenance System for all County buildings.

Major Deliverables

- Detailed Project Plan
- Technical Design & Architecture Documentation
- Implementation Plan
- Implement Phase 3 of the BMS
- Implement Smart Metering solution/integration with BMS
- Service Level Agreement
- Disaster Recovery Toolkit
- Service Center Knowledge Documents

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Approach

- Develop Detailed Project Plan with Integrator
- Review current business process and conduct needs assessment with customer, ensuring current manual processes are refined and automated
- Assess User Hardware and Software Requirements
- Order hardware and software, if needed
- Work with software vendor to determine implementation
- Acquire User Acceptance Sign off
- Conduct Change Control
- Develop/Update User Documentation, SLA, Disaster Recovery Toolkit, Service
- Center Knowledge Documents
- Retire existing Wonderware system

Research & Analysis

Gartner Research Recommendation - Previous research identified that the industry standard was to implement an open Tridium based system

Benefits

See Return on Investment (ROI) Analysis Document

Impact

Number of Users 60

Divisions Facilities Management - Facilities Maintenance

Leadership Groups Land

Risk

Business Environment Medium – Project will require 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:	Penny Knope	As Needed

Facilities

- All JACE locations will be within 300' of a network switch
- Power is already available for each JACE

Technical

- There are available ports on each network switch, in every building
- Building locations within scope of this project will be on Oakland County network/fiber

Funding

- Facilities Management

Other

- None

Priority

- TBD

Constraints

- None

Exclusions

- None

Oakland County Department of Information Technology Project Scope and Approach

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PROJECT PHASE AUTHORIZATION

Phase(s): PROJECT MANAGEMENT, IMPLEMENT VENDOR APPLICATION, IMPLEMENTATION PHASE, & POST IMPLEMENTATION SUPPORT	
Total Estimated Application Services	Hours: 407
Total Estimated Technical Systems	Hours: 102
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: Penny Knope	
Title:	Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours:	
Preliminary Estimated Development for Future Phases	Hours:	
Grand Total Estimated Developmen	Hours: 509	Cost: \$83,985

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PROJECT COMPLETION AUTHORIZATION

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

FMO BMS - 2021/22 Implementation Phase 3 - Size Estimate (+/- 10% to 50%)

1	Type	ID	Task Name	Estimated
2				Hours
3	Phase	000000	PROJECT MANAGEMENT	159
4	Phase	100000	DEVELOP RFP & SELECT VENDOR	
5	Phase	200000	DEFINE BUSINESS REQUIREMENTS	
6	Phase	300000	DESIGN SYSTEM ARCHITECTURE	
7	Phase	400000	IMPLEMENT VENDOR APPLICATION	128
8	Phase	500000	IMPLEMENTATION PHASE	165
9	Phase	600000	POST IMPLEMENTATION SUPPORT	57
10				509

FMO Replace Building Management System Phase 3

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:	30,240	30,845	92,554	94,405	96,293	98,219	442,556
Costs:							
Development Services Subtotal:	83,985	8,498	8,752	9,015	9,285	9,564	129,099
Hardware Subtotal:	46,080	47,462	0	0	0	0	93,542
Software Subtotal:	0	0	0	0	0	0	0
Infrastructure Subtotal:	0	0	0	0	0	0	0
Training Subtotal:	0	0	0	0	0	0	0
Other Subtotal:	0	0	0	0	0	0	0
Annual Statistics:							
Annual Total Savings	30,240	30,845	92,554	94,405	96,293	98,219	442,556
Annual Total Costs	130,065	55,960	8,752	9,015	9,285	9,564	222,642
Annual Return on Investment	(99,825)	(25,115)	83,802	85,390	87,008	88,655	219,914
Annual Costs/Savings Ratio	430.11%	181.42%	9.46%	9.55%	9.64%	9.74%	
Project Cumulative Statistics:							
Cumulative Total Savings	30,240	61,085	153,639	248,044	344,337	442,556	442,556
Cumulative Total Costs	130,065	186,025	194,777	203,792	213,078	222,642	222,642
Cumulative Return on Investment	(99,825)	(124,940)	(41,139)	44,252	131,259	219,914	219,914
Cumulative Cost/Savings Ratio	430.11%	304.54%	126.78%	82.16%	61.88%	50.31%	50.31%
Year Positive Payback Achieved				Year 4			Year 4
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
Kors support would no longer be needed.	Cost Avoidance		ANN	1	30,240	30,240	1.020
Reduced annual maintenance for the existing Wonderware XP pc's.	Cost Avoidance		EA	20	2,936	58,720	1.020
Reporting abilities would help FM determine problems in buildings (e.g., if temperature is continually an issue or very different from a similar building), which will assist with building improvement planning (windows, insulation, etc.) and/or demolition planning.	Intangible Benefit						1.010
PCs with old software (XP) can be eliminated.	Intangible Benefit						1.010
System monitoring and adjustment can potentially be done from any location.	Intangible Benefit						1.010
All tech support would no longer be the responsibility of a single person at a vendor.	Intangible Benefit						1.010
Provide better customer service with improved response times to employees and citizens on Oakland County properties.	Intangible Benefit						1.010
Elimination of unsupported BMS software.	Intangible Benefit						1.010
							1.010

FMO Replace Building Management System Phase 3
Return on Investment Analysis

Savings Detail

Affects Project ROI?							Potential Savings Extensions					
Y1	Y2	Y3	Y4	Y5	Y6		Y1	Y2	Y3	Y4	Y5	Y6
x	x	x	x	x	x		30,240.00	30,844.80	31,461.70	32,090.93	32,732.75	33,387.40
		x	x	x	x				61,092.29	62,314.13	63,560.42	64,831.62

FMO Replace Building Management System Phase 3
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:							
Kors support would no longer be needed.	30,240	30,845	31,462	32,091	32,733	33,387	190,758
Reduced annual maintenance for the existing Wonderware XP pc's.			61,092	62,314	63,560	64,832	251,798
<i>Cost Avoidance Subtotal:</i>	30,240	30,845	92,554	94,405	96,293	98,219	442,556
Intangible Benefit:							
Reporting abilities would help FM determine problems in buildings (e.g., if temperature is continually an issue or very different from a similar building), which will assist with building improvement planning (windows, insulation, etc.) and/or demolition planning.							
PCs with old software (XP) can be eliminated.							
System monitoring and adjustment can potentially be done from any location.							
All tech support would no longer be the responsibility of a single person at a vendor.							

FMO Replace Building Management System Phase 3
Return on Investment Analysis

Savings Summary

Benefit/Savings Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Provide better customer service with improved response times to employees and citizens on Oakland County properties.							
Elimination of unsupported BMS software.							
Savings Total:	30,240	30,845	92,554	94,405	96,293	98,219	442,556

FMO Replace Building Management System Phase 3
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 Hours - New Development	Development Svcs		HR	509	165	83,985		x							
IT Hours - System Maintenance	Development Svcs		HR	50	165	8,250	1.030		x	x	x	x	x	x	
IT Hours - Customer Support	Development Svcs		HR		165	0	1.030		x	x	x	x	x	x	
IT Hours - Planned Maintenance	Development Svcs				165	0									
User Hours - New Development	Development Svcs					0									
User Hours - PTNE/OT	Development Svcs					0									
Contractor Professional Services	Development Svcs					0									
PC System - Acquisition	Hardware				814	0									
PC System - Maintenance	Hardware		EA	20	2,304	46,080	1.030	x	x						
Notebook - Acquisition	Hardware		EA		1,223	0									
Notebook - Maintenance	Hardware		ANN		2,372	0									
Tablet Notebook - Acquisition	Hardware		ANN		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									
Oracle Enterprise Per Processor - Includes Year 1 Maintenance	Infrastructure				21,372	0									
Oracle Enterprise Per Processor - Year 2 and Beyond	Infrastructure				3,432	0									

FMO Replace Building Management System Phase 3
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	
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								

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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		
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									
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				976	0									
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			0									

FMO Replace Building Management System Phase 3
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		
Small - 4 Core 16GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$951 On Premise Physical Server = \$9,288	Infrastructure		ANN			0									
Medium - 8 Core 32GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$1,702 On Premise Physical Server = \$9,751	Infrastructure		ANN			0									
Large - 16 Core 64GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$3,167 On Premise Physical Server = \$10,446	Infrastructure		ANN			0									
Extra Large - 40 Core 160GB RAM, 500GB Drive, 10 GB NIC - Cloud/Virtual = \$7,564 On Premise Physical Server = \$12,906	Infrastructure		ANN			0									
Project Staff Training	Training					0									
User Training	Training					0									

FMO Replace Building Management System Phase 3
Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
IT Hours - New Development	Development Svcs	83,985.00					
IT Hours - System Maintenance	Development Svcs		8,497.50	8,752.43	9,015.00	9,285.45	9,564.01
IT Hours - Customer Support	Development Svcs		0.00	0.00	0.00	0.00	0.00
IT Hours - Planned Maintenance	Development Svcs						
User Hours - New Development	Development Svcs						
User Hours - PTNE/OT	Development Svcs						
Contractor Professional Services	Development Svcs						
PC System - Acquisition	Hardware						
PC System - Maintenance	Hardware	46,080.00	47,462.40				
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						
Oracle Enterprise Per Processor - Includes Year 1 Maintenance	Infrastructure						
Oracle Enterprise Per Processor - Year 2 and Beyond	Infrastructure						

FMO Replace Building Management System Phase 3

Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
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						

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Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
WebSphere Basic Per Processor Single/Dual Core - Year 2 and Beyond	Infrastructure						
WebSphere ND Per Processor Single/Dual Core - Includes Year 1 Maintenance	Infrastructure						
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						
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						

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Return on Investment Analysis

Cost Detail

Cost Description	Project Cost Category	Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6
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						
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						

FMO Replace Building Management System Phase 3

Return on Investment Analysis

Cost Summary

Cost Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Development Services:							
IT Hours - New Development	83,985						83,985
IT Hours - System Maintenance		8,498	8,752	9,015	9,285	9,564	45,114
IT Hours - Customer Support		0	0	0	0	0	
IT Hours - Planned Maintenance							
User Hours - New Development							
User Hours - PTNE/OT							
Contractor Professional Services							
<i>Development Services Subtotal:</i>	83,985	8,498	8,752	9,015	9,285	9,564	129,099
Hardware:							
Notebook - Acquisition							
Notebook - Maintenance							
Tablet Notebook - Acquisition							
PC System - Maintenance	46,080	47,462					93,542
<i>Hardware Subtotal:</i>	46,080	47,462					93,542
Software:							
<i>Software Subtotal:</i>							
Infrastructure:							
	0	0	0	0	0	0	
<i>Infrastructure Subtotal</i>							
Training:							
<i>Training Subtotal:</i>							
Other:							

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Return on Investment Analysis

Cost Summary

Cost Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
<i>Other Subtotal:</i>							
Costs Total:	130,065	55,960	8,752	9,015	9,285	9,564	222,642

