Request for Proposal
RFP No. 2025-01-06

Town of Whitecourt
Asset Management Database Software

February 18, 2025

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PART I GENERAL

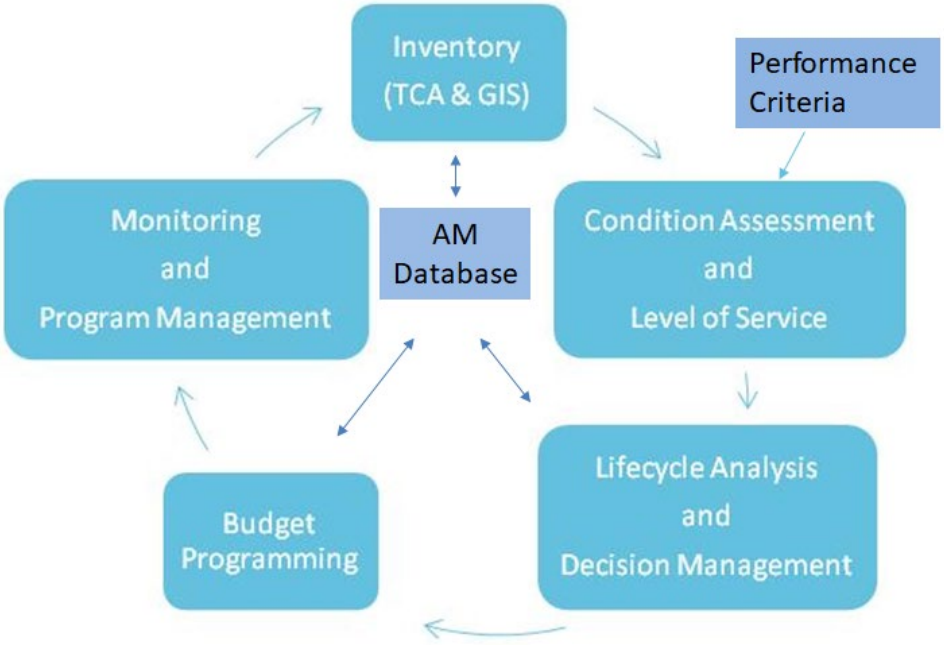
1. REQUEST FOR PROPOSALS

1.1 INTENT OF REQUEST FOR PROPOSALS

The Town of Whitecourt invites proposals for the provision of software solutions required to be part of the Town's Asset Management Implementation Plan (AMIP) Report dated September 6, 2023. The report is available upon request and includes the Town's Asset Management Policy.

The AMIP is now in the "Implementation" stage. The intent of the AMIP planning document is to provide a long-term strategy and framework to enhance the asset management program within the Town. The AMIP looked at the existing asset management processes and systems and provided a gap analysis to identify where the program could be improved/enhanced. The framework included a plan to build off existing asset management related processes (and systems) that are working well, enhance others that need improvement, and develop new processes that are not currently in place but required to meet the overall functionality.

The asset management framework is built around five asset management phases. The Asset Management (AM) Database is at the centre and is a functioning element within each asset management phase.



The primary objectives of the Asset Management Database Software (AMDS) are:

1. The AMDS is to be the heart of the asset management system framework and process operations.
2. The AMDS is to meld with other existing, modified, or new systems and processes to support the Town's Asset Manager in efficiently and effectively managing an asset management program.

The main business drivers for developing an AMDS are:

1. The primary functions include:
   (i) Housing the Town's asset inventory and collected condition assessment data for each of the Town's asset groups (classes)
   (ii) Computing the level of service (LOS)
   (iii) Exporting data to other lifecycle analysis and modeling applications
   (iv) Importing the resulting maintenance and capital works programs from the lifecycle analysis for use in developing and managing the optimal capital renewal budget program
   (v) Presenting a host of reporting functions
2. The AMDS will be driven both through tabular relational database format and an inter-connected geographic information system (GIS) format

1.2 PROPOSAL SUBMISSION AND DEADLINE

Proposals to provide these services for the Asset Management Information System will be accepted until **2:00 pm Mountain Standard Time (Alberta Time)** on **Tuesday March 18, 2024**. Proposals received after this time will not be considered. The Town reserves the right to amend this schedule at any time as it deems necessary.

Questions concerning this request for proposals may be directed to:

Contact Person Corrina Marusyk, EIT, Asset Manager, Town of Whitecourt
Email: CorrinaMarusyk@whitecourt.ca

Proposals must be submitted electronically to Corrina Marusyk, EIT, Asset Manager, Town of Whitecourt, CorrinaMarusyk@whitecourt.ca.

Note: Hard copy or facsimile submissions will not be accepted.

Important Notes for Electronic Submission:

- The proposal submitted should be a single "PDF" document.
- Proposals greater than 5MB will NOT be accepted by the Town of Whitecourt email server. Arrangements for proposal submissions that exceed this file size are to be made with the contact for this RFP and may include delivery to the Town office on a USB and/or alternate secure electronic transmittal (i.e. ftp, Dropbox, etc.) prior to the deadline. Uploading large documents may take a significant time, depending on the size of the file(s) and your internet connection speed.
- It is the proponent's responsibility to confirm that proposals submitted electronically have been received by the Town. The proponent is also responsible to ensure that it has all the necessary

information concerning the intent and requirements of this RFP.

- The Town reserves the right to modify specified target dates and to reject any or all submissions or to cancel or withdraw the RFP for any reason without incurring any cost or liability for costs and damages incurred by a proponent, including, without limitation, any expenses incurred in the preparation of the submission.

1.3 CONFIDENTIALITY

All documents submitted to the Town are subject to the protection and disclosure provisions of the **Freedom of Information and Protection of Privacy Act**. While the FOIP Act allows persons a right to access Records in the Town's custody or control, it also prohibits the Town from disclosing the Contractor's personal or business information, where disclosure would harm business interests or would be an unreasonable invasion of the Contractor's personal privacy as defined in sections 16 and 17 of the FOIP Act. Proponents are encouraged to identify what portions of their submissions are confidential and what harm could reasonably be expected from disclosure of these sections.

The purpose of collecting personal information required for the RFP is to enable the Town to ensure the accuracy and reliability of the Proposal, and to evaluate the submission is in response to the RFP. The information is required by the Town to provide services and continue operations. It is recommended that Proponents advise persons whose personal information is released to the Town under this RFP. The privacy of the personal information, as well as disclosure by the Town to third parties, will be governed by the FOIP Act.

Questions about the collection of personal information pursuant to this RFP shall be submitted to the agent outlined in Section 1.2.

2. MANDATORY INFORMATION

2.1 PROOF OF INSURANCE

The successful proponent shall be required to maintain, in full force the following insurance:

(a) Commercial General Liability policy with a minimum of $2,000,000 per occurrence for bodily injury, death, and property damage.

(b) Professional Errors and Omissions Liability Insurance in respect to the Services with policy limits of not less than Two Million Dollars ($2,000,000) per claim with a 12-month maintenance period, a deductible of not more than $25,000, and with an aggregate limit of not less than $2,000,000.

2.2 STATEMENT OF PROPONENTS REPRESENTATIVE

The proponent must provide a signed statement of the proponent's representative confirming that they are duly authorized as a representative of the proponent to offer the proposal and to bind the proponent in a contract. See Part III for form.

2.3 PROPONENTS BUSINESS INFORMATION

The proponent must provide a signed form relating to the nature and structure of the business. See Part IV for form

3. EVALUATION CRITERIA AND PROPOSAL SELECTION

An evaluation committee comprising of Town staff will review each proposal. The Town reserves the exclusive right to determine the qualitative aspects of all proposals relative to the evaluation criteria.

Upon receipt of proposals, the evaluation committee will examine each submission for compliance with the bidding requirements, prior to carrying out the primary evaluation.

The evaluation committee will use the following criteria to evaluate the proponents.

Criteria	Weight
Core Asset Management Functionality	40%
System Platform and Data Integrity	15%
References	15%
Support, Training, and Expertise	15%
Schedule	5%
Price	10%
Total	**100%**

Refer to Part II "Project Scope" for more details regarding the evaluation criteria. Refer to Part V "Proposal Evaluation Form" for more details about the Town's evaluation and ranking format.

It should be noted that the proposal scope includes optional provisional items. Proposing on any of these items is not required. While the proposal seeks information and price about these items, selection is discretionary. These are not included in the evaluation.

The Town reserves the right to seek clarification regarding any proposal submitted by a proponent to assist the evaluation committee in making its evaluation, without notifying any other proponent.

Proponents may be requested to attend a formal interview/demonstration, make a formal presentation, and/or provide additional information in writing to the evaluation committee upon request. The proponent can attend in-person or through teleconference communication.

4. PROPOSAL ACCEPTANCE / REJECTION

The Town of Whitecourt reserves the right to accept or reject any and all proposals and to waive irregularities and informalities at its discretion. The Town reserves the right to accept a proposal other than that with the lowest price or highest evaluated score without stating reasons. By submitting a proposal, the proponent waives any right to contest, in any proceedings or action, the right of the Town to accept or reject any proposal in its sole and unfettered discretion. Without limiting the generality of the foregoing, the Town may consider any other factor besides price and capability to perform the work in its sole and unfettered discretion.

The Town of Whitecourt reserves the right to cancel the request for proposals and/or reject all proposals.

5. NEGOTIATION

The Town may undertake to negotiate a satisfactory contract with the selected proponent.

If a contract cannot be negotiated with the selected proponent, the Town may terminate negotiations with that proponent and negotiate a contract with another proponent, or the Town may reopen the current request for proposals or an amended request for proposals. Negotiation sessions may be held to work out contract details and other expectations of the parties applicable to this request for proposals based on the proposal(s) submitted.

6. WORKING AGREEMENT

The successful proponent will enter into an agreement with the Town for the provision and implementation of software in the form of mutually agreed upon contracts based upon the information contained in this request for proposals, the successful proponent's submission, and any modifications thereto.

The contract agreement will include the one-time costs for initial software set-up and training. The contract agreement will include a four-year period to follow for licencing and support fees.

The successful proponent will provide the "Form of Agreement", which the Town will review prior to endorsing any work moving forward.

7. PERIOD OF COMMITMENT

Proposals must be firm for a minimum period of 90 days from the closing date. Proposals with shorter deadlines may be rejected from further consideration.

8. REQUIRED REVIEW

(a) Notwithstanding the information contained in this request for proposals package, it is the proponent's sole responsibility to review and become familiar with this request for proposals package and any associated records.

(b) Prior to the submission of bids, each proponent shall satisfy itself that it is fully conversant with the requirements and any other conditions, which may affect the execution of the contract.

9. INCURRED COSTS

The Town of Whitecourt shall not be liable for any costs of preparation of proposals, or any other cost associated with responses to this request for proposals.

10. PROPOSAL RETURN

The proposals and accompanying documentation shall become the property of the Town of Whitecourt and will not be returned.

11. REGISTRATION

Prior to commencing the Work, the successful proponent shall obtain all authorizations required by the law enabling it to carry on business and to complete the work required under the contract. Any failure to carry out these obligations shall entitle the Town to terminate without compensation the proponent's right to perform the contract.

12. NOTIFICATION AND DEBRIEFING

All proponents will be notified in writing of the Town's decision within fifteen days after the final selection.

Unsuccessful proponents will be sent notification after the completion of proposal evaluations and award of the contract to the successful proponent. Upon request, the Town may provide feedback to unsuccessful proponents. Such feedback will not include information contained in the proposals of other proponents or regarding the scoring of individual proposals and will be restricted to that proponent's submission relative to the Town's needs.

13. INDEMNIFICATION

The proponent shall indemnify, defend, pay on behalf of, and hold harmless the Town of Whitecourt from and against all loss, claims, demands, costs (including solicitor/client costs), damages, actions, suits, or proceedings arising out of or in connection with the activities or performance by the proponent, its agents, representatives, employees, or sub-contractors. The liability of the proponent shall survive the termination of this agreement. The proponent shall ensure compliance on its part and the part of its employees, agents, representatives, proponents, or sub-contractors thereunder.

PART II PROJECT SCOPE

1. INTRODUCTION

1.1 GENERAL INFORMATION

The Town of Whitecourt is requesting proposals for software solutions to support the implementation of a Town-wide asset management program. This project was initiated in response to a recommendation in Asset Management Implementation Plan (AMIP). The Asset Management Database Software (AMDS) is a central component of the asset management program.

The focus of this RFP will be on the core asset management functions that is proven to provide best practice in realizing financial net benefit and infrastructure sustainability. There are other desired related needs the AMDS could support but are not required. In addition to the software, the intent is to have it implemented with captured asset inventory data provided by the Town, so the software is set-up in a functioning state. The proposal includes consideration for training and on-going support.

Balanced with the software functionality, reliability, and support are cost and scheduling. For this proposal and the contract agreement, the term will be for five (5) years. Proposals may include an option to automatically renew software licensing beyond 5 years, if mutually agreed upon by both parties.

1.2 RELATIONAL DATABASE NEEDS

The AMIP determined multiple areas requiring the ability of the AMDS to handle “one-to-many” data sets. While it is identified most financial systems and geographic information systems operate in a two-dimensional environment, the AMDS needs to operate in a multi-dimensional environment, which is typically accomplished through relational database capabilities.

An example of one of the relational database needs is one inventory record (i.e. Asset ID) requiring many condition types and many years of condition data.

A non-acceptable solution would be an AMDS that repeats the Asset ID within the inventory to compensate the multi-dimensional data handling needs within a two-dimensional data handling environment.

1.3 NAVIGATION NEEDS

A key need for the AMDS is to be efficient and effective in navigating between the many forms and integrated GIS for selecting any single Asset ID in view.

2. PROJECT CRITERIA

2.1 CORE ASSET MANAGEMENT FUNCTIONALITY

Based on the AMIP, the following details the core functionality that will deliver an effective asset management program. While this is what we are seeking, the Town will be open to alternatives, providing the proponent can explain the rationality including reference to the deliverables they can provide. The proponent should provide illustrations.

(a) Asset Inventory

The AMDS must be able to house a consistent set of fields identifying the physical, classification and replacement cost attributes for each asset in the inventory.

The Town currently has the asset inventory records contained in a workbook for each of its 26 Asset Groups (Classes). The following lists the fields for these records that would need to be accommodated in the AMDS:

- Asset ID (one record per Asset ID)
- Spatial ID (GIS Reference)
- Global ID (other external reference as required. E.g. PMS)
- Description
- Asset Group (requires dropdown list)
- Functional Classification (requires dropdown list)
- Structural Classification (requires dropdown list)
- Capacity Classification (requires dropdown list)
- Environmental Classification (requires dropdown list)
- Year (age)
- Length
- Perpendicular Dimension (e.g. road width, pipe circumference)
- Unit Replacement Cost
- Replacement Cost (calculated field based on Length, PD, and URC)

The AMDS must have the ability to add/delete/edit records. The AMDS must have the ability to access records through a drop-down list.

(b) Integrated GIS

Integrated within the Asset Inventory, the AMDS needs to provide a secondary source of record access through a spatial/mapping function (i.e. GIS). Acceptable functions would be an internal GIS to the AMDS or connectivity (e.g. ODBC) to an external database (e.g. ArcGIS). A key consideration for evaluation will be how functional the GIS is.

Note that the Town has shapefiles for all its assets in the inventory. There is a shapefile established for each Asset Group. These files can be used to import to the AMDS, where the Spatial ID is referenced to the inventory records.

The proponent should demonstrate how they will utilize the Town's GIS files and how GIS changes are handled in the functionality of the AMDS.

(c) Parent-Child Asset Relationship

The AMDS should have the capability to relate a parent asset to multiple child assets. An example is that each water main has numerous child assets including valves, fire hydrants and service connections.

The Town currently has a workbook of the connecting child assets for four parent asset groups.

Parent Asset	Child Asset
Water Main	Isolation Valves
	Hydrants
	Service Connections
Sanitary Main	Manholes
	Service Connections
Stormwater Main	Manholes
	Catch Basins
Force Main	Isolation Valves

The following are the data fields contained in the Town's Parent-Child asset workbook:

- Parent Asset ID
- Child Asset ID
- Child Spatial ID
- Condition Item (e.g., hydrant, valve, service connection)
- Condition Assessment (Very Good, Good, Fair, Poor, Very Poor)
- Description
- Year
- Replacement Cost

The Town also has the GIS shapefiles for each of the above noted child assets.

(d) Condition Assessments

The Town's condition assessments are based on defined "Performance Criteria" for each of its Asset Groups. "Severity-Extent" is the format for condition assessments and populating the AMDS. Severity is an assessment around defined criteria for "Minor", "Moderate", "Major", and "Severe". "Extent" is the percentage of the asset in each of these severity levels. The Town's updated "Performance Criteria" is available upon request.

The AMDS needs to have the ability to input, import, edit, and delete condition assessment data for multiple years of assessments. The AMDS needs to include a means for multiple condition items, unique for each Asset Class. The condition types are set as per the Performance Criteria. They need to be established within the AMDS.

The AMDS must have the ability to copy the condition state from one year to the next. It would be desired to include performance prediction capabilities in which the following year condition data undergoes forecast deterioration.

For each one Asset ID, there will be many condition items and many years of condition data.

(e) Level of Service

The AMDS will calculate the "Level of Service (LOS)" from the collected condition assessment data in severity-extent format. Each assessment will include a "Condition Index", "Condition State", "Remaining Service Life (RSL)", and "Write-Down-Value (WDV)". The Proponent is to describe how each LOS element is calculated from the severity-extent condition data.

The calculation will be completed for each "Condition Item" within each Asset ID and then summarized for the Asset ID based on a predefined condition weighting factor for each condition type.

(f) Lifecycle Analysis

The AMDS should include a module for using the condition assessment data to compute a lifecycle analysis for each asset in each asset group in accordance with the following:

- The condition assessment data used for analysis will be the raw data (severity-extent) for each condition item within each asset group.
- The intent is to compute the infrastructure sustainability level, and a capital renewal (maintenance and capital) works program, based on minimizing costs and maximizing the asset performance over the lifecycle.

(g) Import/Export between External Condition Assessment and Lifecycle Analysis Tools

Some asset groups will conduct an external lifecycle analysis which will require import/export to and from the AMDS to these external systems.

The AMDS must include the following import/export features as a minimum. As required, the Town's Asset Manager can provide data field specifics from the external source. It would be desired for the AMDS to have flexibility in its import/export features for functional deviations that occur over time. The Proponent should state if such import/export features can be defined by the user or hard coded into the software.

- Field Tablet Data Collection Import – The Town may be using field tablets (2-in-1 laptops) to collect condition assessment date for some of its asset classes, including but not limited to, sidewalks, parking lots, gravel roads, and trails. The severity-extent condition data would need to be imported to the AMDS.
- Pavement Management System (PMS) Import – The Town's PMS (RoadMatrix by Stantec) is expected to collect paved road condition assessment data through an automated data collection process. The AMDS is to import the processed PCI, RCI, and SAI data while leaving additional condition item fields (i.e. Sight Distance, Curb & Gutter, and Drainage) for separate import by Town staff.
- Condition Assessment Export to Lifecycle Analysis – Select for Asset Group and year, the AMDS will export the inventory attributes and severity-extent condition data for each Asset ID. This information will be used to import to third party lifecycle analysis tools for determining the

optimal capital renewal budget program over a multiyear horizon.

- Capital Renewal Works Programming Import from Lifecycle Analysis – Based on the exported files by the third-party lifecycle analysis, the AMDS will import the resulting capital renewal works program.

(h) Capital Renewal Program Manager

The AMDS should have the ability to view, edit, and report the imported data from external lifecycle analysis. It should also be able to add new capital renewal works records. It would be advantageous to include a decision-tree process to add/edit the appropriate treatment based on condition state (LOS).

(i) Reporting Tools

The AMDS should provide a host of reporting tools in tabular and spatial (GIS mapping) format. The reports should be printable and exportable (i.e. excel). It should include summary reporting for each and all asset classes. It should include listings for each record within the selected asset class. The reporting should be based on the following, which could include multiple reporting on various scenarios.

a. Standard Reports:

    i. Level of Service (LOS) – Reporting by condition state, remaining service life (RSL) and write-down-value (WDV)

    ii. Capital Renewal Programming – The selected maintenance and capital works programming, including treatment type, estimated cost, and year

b. Custom Built Reports – A report builder to assemble the fields and parameters for reporting

(j) Administration Menu

The AMDS must include a means to house the various configurations and model parameters used above.

2.2 SYSTEM PLATFORM AND DATA INTEGRITY

This section itemises system features the proponent should explain within their AMDS.

(a) Hosted Environment

The primary purpose of the AMDS is for internal Town use in managing its asset management program. However, there is secondary benefit for viewing of some information to the public, if available.

The Town of Whitecourt is open to the hosted environment that will provide the best functionality and value. This may include a cloud-based application, or an application installed on the Town's Microsoft Windows network. Options include the following:

- Public Cloud – The cloud resources (hardware, AMDS, and infrastructure) are owned and operated by the proponent.
- Private Cloud – The cloud resources are dedicated to the Town and maintained on a private network.
- Hybrid Cloud – Both public and private clouds are used with data and applications communicating between the two.
- Non-Cloud (Town Server/Network) – The AMDS is installed on the Town's server network. There is no cloud operation.

For a cloud-based application, the proponent should explain the location of the data centre, data back-up cycles, and how the Town can gain access for full download of the data as needed. The location of the data centre must be in Canada.

The proponent should explain if the AMDS includes access permission by select personal and specific functions within the AMDS. The proponent should explain if there is an option to share information for viewing to the public.

(b) System Integration

There is not a requirement for integration with the Town's financial system (Great Plains). However, as noted previously, there may be a desirability for integration with the Town's TCA within the financial system.

Integration within the Town's GIS (i.e. Catalis) is a requirement. Currently, the Town has the shapefiles extracted for each asset class/group. The AMDS must be able to connect with or host these shapefiles. The proponent should explain how edits are made to these GIS shapefiles and how updates are made to the Town's GIS (Catalis). The AMDS can link to the Town's GIS (Catalis) through ODBC or other means. The proponent should explain their approach.

(c) System Security

Cyber security of the system program (i.e. front end) and the data (i.e. back-end) is a risk-management concern that should be mitigated as best as reasonable to do so.

The AMDS may also be vulnerable to software and hardware failure, which is another risk that requires

mitigation.

The proponent should explain their approach to managing these system security risks.

(d) Reliability

The proponent should demonstrate the reliability track record of their AMDS. This should include historic examples of downtime causes, length, and mitigation measures.

2.3 REFERENCES

The Proponent should provide a minimum of three client references including organization, name, position, phone number, and email address.

2.4 TRAINING, SUPPORT, AND EXPERTISE

(a) Training

The proponent should describe the type and amount of training provided to Town staff for both use and maintenance of the AMDS.

(b) Support

The proponent should describe how it will provide support to the Town's staff for addressing issues and providing guidance of systems functionality. The proponent should outline their accessibility, including time of operation, days of operation, and committed responsiveness to answering calls.

(c) Expertise

It is expected the Proponent's support staff will evolve over time. The proponent should provide credential narrative of its AMDS development team and support team.

2.5 SCHEDULE

The proponent should chart their expected activities and schedule over a five-year horizon including the following:

- Software Installation and Set-up
- Training
- On-going support

2.6 PRICE

The proponent is to provide a price as per the following in accordance with the AMDS functionality discussed above.

	Start-up Cost ($)	Year 2-5 Annualized Cost ($/year)
Core Asset Management Functionality – Installation & Set-up		
Training		
Licensing – One Time or Annualized Subscription		
Hosting Fees		
Support Services		
Other (Describe)		
Total		

In addition, the Town reserves the right to negotiate changes to the scope of work and/or authorize additional work arising from the project to successfully complete the project deliverables. Please provide hourly rates for any additional or future services the Town may require.

2.7 PROVISIONAL ASSET MANAGEMENT FUNCTIONALITY

The Town recognizes other features could enhance finance, operations, and asset management. The proponent may list "Optional" items including information and pricing. These will not be included in the proposal evaluation. The Town may "Add to the Cart" any or none of these items.

PART III APPENDIX A: STATEMENT OF PROPONENTS REPRESENTATIVE

STATEMENT OF PROPONENTS REPRESENTATIVE

By responding to this request for proposals and submitting this proposal, I acknowledge that I am accepting all conditions and provisions of the request for proposals on behalf of the proponent and the proponent hereby agrees to be bound by said conditions and provisions.

I hereby represent that I have read and understood the request for proposals in its entirety. I due hereby

further represent that:

1. I am an authorized representative of this proponent.
2. I am willing to sign formal contracts with the Town of Whitecourt (the "Town") that will make reference to the terms for providing software and services to the Town, the responsibilities of the proponent, and terms of reference contained in the request for proposal.

Should the Town of Whitecourt require any additional information to support what is disclosed above, I will be available for consultation.

Dated this_____day of_____,_____.

PROPONENT

_____

Name of Proponent

_____

Address

_____

Representative Name (please print)

_____

Title

_____

Signature

_____

Phone Number

_____

Email

PART IV APPENDIX B: PROPONENT'S BUSINESS INFORMATION

PROPONENTS BUSINESS INFORMATION

Every proponent must answer the following questions completely using the following form.

1. Proponent name:

   _____

2. Proponent Address:

   _____

3. Established: Year_____Province _____

4. Registered in Alberta? _____If not state location._____

5. Type of organization: _____

   a. Individual:_____b. Partnership: _____

   c. Corporation:_____d. Other: _____

6. Name of Parent Companies:

   _____

7. Former Proponent name(s) if any, and year(s) in business:

   _____

   _____

8. Head office business address, telephone number and e-mail address:

   _____

   _____

9. Branch office(s) if work will be performed there:

   _____

   _____

10. Business Operation.

- What are the Proponent's business hours?

  _____

- What communications systems does the proponent have in place that enables your customers to contact you for quick response needs?

  _____

  _____

11. Name of Proponent's Insurance Company: _____

    Address: _____

    Contact: _____ Telephone: _____

12. Additional pertinent information.

    _____

    _____

I hereby certify that all of the information provided is true and correct to the best of my/our knowledge.

Signed:_____Name: _____
(Type or Print)

Title:_____Date: _____

Telephone:_____

E-mail: _____

PART V APPENDIX C: PROPOSAL EVALUATION FORM

The following form will be used by the Town for the purpose of evaluating and ranking proposal submissions. Proponents much be compliant with the "Mandatory" requirements in Step 1 before being evaluated in Step 2.

Proponent's Name: _____

Project Title: ASSET MANAGAGEMENT SOFTWARE

Evaluation Date: _____

Evaluator:

Step 1:		YES	NO
Mandatories	Proof of Insurance		
	Statement of Proponent's Representative.		
	Proponent's Business Information		
Step 2:		**Assigned Points**	**Points Given**
Core Asset Management Functionality (40 points)	Asset Inventory	5	
	Integrated GIS	5	
	Parent-Child Asset Relationship	4	
	Condition Inventory Assessment	5	
	Level of Service	5	
	Lifecycle Analysis	5	
	Import/Export between External Condition Assessment & Lifecycle Analysis Tools	5	
	Reporting Tools	4	
	Administration Menu	2	

System Platform & Data Integrity (15 points)	Hosted Environment	3	
	System Integration	4	
	System Security	4	
	Reliability	4	
References (15 points)		15	
Support, Training, and Expertise (15 points)	Support	5	
	Training	5	
	Expertise	5	
Schedule (5 points)		5	
Price (10 points)	Points for Price = (lowest cost Proposal divided by Proposal being evaluated) x (10 weight)	10	
Total Score		100	