



4 April 2025

Addendum 4 for RFP 25-41

This addendum provides answers to questions submitted by prospective bidders. The University's answers are shown in **RED**.

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Buyer, Procurement, and Contract Services

1. One requirement of the University's is: "Convert existing seven (7) years of historical data from current system" Are you able to give us any information on the scope of this historical data? (ex. count, types, any files or attachments, etc.)
 - a. USM generates approximately 20,000-25,000 work orders per year at it's main and satellite campuses and research sites. These work orders can include photographs and documents including invoices, purchase orders and receipts. We are interested in solutions to import this data into a new solution if data fields can be mapped to maintain a searchable historical record of maintenance history. Non-active asset records can be deleted. Depending on cost, this data may be archived and stored on USM servers in a searchable format. This is not the desired end solution.
 - b. USM desires to maintain historical cost data at the site/campus, building, equipment, vehicle and asset level. This includes life to date, year to date, and two year costs at a minimum.
 - c. Total maintenance worthy assets with records, including campus/site, building, room, equipment, vehicles and tools, totals 2,000-5,000 unique assets. These assets can include files including O&M manuals, PM procedures, maps, inspection records, and photographs. USM is interested in a solution with a central file library so that files can be mapped to multiple assets to reduce storage requirements..