8 April 2025

Addendum 5 for RFP 25-41

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

Amber Floyd

Buyer, Procurement, and Contract Services

- Is the university using WebTMA for all desired functionalities and requirements outlined in the RFP document? Or is the portion of it being managed outside of WebTMA in excel, access database or 3rd party applications?
    - USM is currently using TMA for all requirements detailed in Appendix B Work Order and Problem Management, Billing and Budgeting, Space Management, Asset Management, Warehouse Management, Self Service Management, and Service Catalog. We are currently exploring options for a project management information system and are using TMA for some projects and a 3rd party application for capital and repair and renovation projects at USM-Gulf Coast's sites.

- Is the university using a system to track campus-wide space inventory, to make it easier to manage space request process and report on space utilization? Some universities have found it beneficial to track their space inventory in a single platform that is fully integrated into facilities & operations.
    - Yes, our requirements for this are detailed in the detailed requirements document in the "Space Management" section. This is a key requirement. If the decision is made to move away from TMA, our desire is for our space data to be exported from TMA and imported into a new system.

- What is the current process for submitting work request/orders (portal, email, phone, etc.)?
    - Web based request form.

- Are there any aspects of your current facilities operations you would like to see optimized that is not being met today with your current systems such as WebTMA?
    - We are interested in exploring options for Project Management and Key and Lock Management, as detailed in our RFP Requirements.

- Is there a desire to manage facility condition data and leverage that data to optimize budget decisions about maintenance and capital planning? Is this being done in WebTMA today?
    - FCA and capital asset planning is being done in a 3rd party application, but we are interested in exploring options to integrate this data into a single enterprise asset management system (EAMS). However, that is not the primary goal of this RFP. We will most likely be working with TMA, or a new CMMS/EAMS partner moving forward to integrate work order cost data for select managed assets (chillers, boilers, roofs, etc.) into our capital asset planning software with the goal of implementing the APPA 1000, Total Cost of Ownership standard.management system (EAMS). However, that is not the primary goal of this RFP. We will most likely be working with TMA, or a new CMMS/EAMS partner moving forward to integrate work order cost data for select managed assets (chillers, boilers, roofs, etc.) into our capital asset planning software with the goal of implementing the APPA 1000, Total Cost of Ownership standard.