CALIFORNIA HIGHWAY PATROL

REQUEST FOR INFORMATION

for an

Integrated Computer Aided Facility Management (CAFM) and Computerized Maintenance Management System (CMMS)

December 15, 2009
# CHP RFI for Integrated CAFM-CMMS

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OVERVIEW
The California Highway Patrol (CHP) is publishing this Request for Information (RFI) to gather market data about an integrated Computer Aided Facility Management (CAFM) and Computerized Maintenance Management System (CMMS) to encompass all CHP facilities statewide (for a list of CHP facilities and locations, see Appendix A). The integrated CAFM-CMMS at a minimum should:

1. Track the use and repair history of large assets such as heating/cooling systems; the work orders required to maintain the assets; a preventive maintenance schedule for large assets; safety documentation for work on each asset; and an inventory of the assets.
2. Track and maintain floor plans; building and property information; space characteristics and usage; employee and occupancy data; workplace assets (furniture and equipment); business continuity and safety information; local area network and telecommunications information.

The CHP understands that many large-scale systems are available in the marketplace from a wide variety of vendors and integrators. The purpose of this RFI is to gather information for a probable project to configure/implement their CAFM-CMMS integrated application, provide training to CHP users, perform assessments of all CHP facilities, enter the assessment data into the new application, enter safety procedures into the new application, enter preventive maintenance schedules into the new application, and assist with the initial production operation of the new application.

Please note this RFI is to solicit information only and does not serve as a process for selection. Based on the responses and information received, discussions with interested parties may occur to further develop the scope of this CHP effort. If the information gathered through this RFI proves useful to CHP, and if a project is approved, then a procurement to purchase an integrated CAFM-CMMS may occur in the future.

BACKGROUND
Today, CHP uses simple spreadsheets and other manual tools to track facility information.

PROJECT REQUIREMENTS

Software Requirements
The CHP is looking for a fully integrated CAFM and CMMS. Additionally, Building Information Modeling and Automated Control Technology should be a capability of the software. The system should provide seamless integration with the asset managed as the anchor point. It will allow for Capitol Asset Management, Work and Maintenance Management, as well as Space and Utilization Management.

The Capitol Asset function needs to measure short and long term solutions, continual condition indicators, deferred maintenance calculations and severity indicators and
identify any asset that is in a critical need. The system needs to measure life cycle cost to assist in planning and replacement of mechanical and other facility components giving detailed cost comparisons for budget justifications for time spans of up to thirty years focusing on asset type or location or a combination of both. The system needs to have the capability for planning the investment, developing the specification, designing, constructing, operating, and maintaining the asset, then finally planning for the decommissioning and proper disposal. The system should show on time condition and performance of specific assets.

The Work and Maintenance Management function should track work requested from inception to completion. Tracking preventive maintenance activities to include, automatic generation of task with a detailed checklist and asset detail information, insure regulatory compliance, and reduce emergencies due to breakdowns. The system should track work request, projects and contracts for both accelerating and decelerating cost tracking, as well as comprehensive site costs for budget planning.

The Space and Utilization Management function needs to organize space utilization and asset, sub component asset inventory and integrate seamlessly with Maintenance and Capitol Functions to give a comprehensive finance detail. Unlimited license availability is required that is not dependant on future growth of square footage occupied. The license agreement should include cost effective upgrading as new capabilities are developed that fit within the CHP business model.

A list of integrated capabilities needed are:

1) Work Desk (Call Center)
2) Work Management
3) Time Management
4) Inventory
5) Purchase Tracking
6) Accounts Payable
7) Finance
8) Asset Management
9) Preventive Maintenance (PM)
10) Project Management
11) Contract Administration
12) Property Management
13) Space Viewing
14) Customer Service (Internal Web Request Screens)
15) System Administration
16) Labor Management
17) Utility Management (Usage and Type)
18) Equipment Meter recording (PM & Life Cycle)
19) Environmental (Health and Safety) Compliance
20) Ongoing Facility Condition Assessments
21) Ability to connect, Work Plans, Safety Steps, Schematics and Imaging on work request
**Services to be Performed**

**Site Assessments**

The Contractor will perform an industry best practices, acceptable Facilities Condition Assessment at each of the sites listed in Exhibit A. The Contractor will be responsible for entering all of the data from the assessments into the new system. The data from the assessment will create an inventory of CHP assets by site in the new system. Examples of the data captured in the assessments include, but is not limited to:

- Age of the asset (e.g. roof, HVAC, parking lot)
- Type of asset (overview description)
- Manufacturer (if applicable)
- Specifications of the asset
- Grade the condition of the asset

The Contractor will be responsible for obtaining safety information for the assets discovered in the assessment, and entering the safety data in the new system.

The Contractor will be responsible for producing a preventive maintenance schedule (and associated information) for each asset discovered in the assessment, and entering the preventive maintenance information in the new system. (This preventive maintenance information can be an acceptable template for Facilities Maintenance and Management that sets checklist and time expectations for preventive maintenance procedures that is an acceptable industry standard such as (RS Means “Facilities Maintenance & Repair Cost Data” or equal.)

**Software Configuration and Installation**

The Contractor will be responsible for meeting with CHP to determine the optimal configuration of their software, and then configuring the new software for CHP.

Prior to the production use of the new system, the Contractor will assist CHP in a test of all functionality of the new software after the assessments are complete and all asset, safety and preventive maintenance information has been entered into the database.

**Training**

The Contractor will be responsible for training 11 CHP users to use and administer the application. The training will occur at a central location in the Sacramento area. Eight users will require power user training (i.e. the status of an advanced user), and three users will require application administrator training (i.e. training to not only use the software but to administer and configure the application).

**Maintenance**

The Contractor must be available for years after the implementation to support the application and answer questions about operational issues. Updates to the application must be available to CHP, at no additional charge, as long as CHP maintains the maintenance agreement.
Network Requirement
The new system must work seamlessly on the existing CHP statewide intranet so that authorized users can enter work orders from any networked location and authorized users can update the central database with any facility information.

RFI SUBMISSION INFORMATION
If you are interested, please respond electronically to Anthony Berzinas (ABerzinas@chp.ca.gov) by July 19, 2010.

If you need to respond with a hard copy, please send the paperwork to:
California Highway Patrol
Administrative Services Division
Facilities Section (Building B)
601 North 7th Street
Sacramento, CA. 95811

If you have any questions regarding this RFI, you may contact Anthony Berzinas, Project Manager at (916) 843-3809.

RFI Response Content
To respond to the RFI please use the following format:
1. Cover letter explaining your firm’s capabilities, experience, and willingness to participate in a formal bid process (if one occurs).
2. Completed RFI Response Template (below) with detailed responses to CHP questions, explaining your response. Use as much space as is needed to fully explain your response.
RFI Response Template

Question #1
If CHP moves forward with a formal bid process, will your firm be interested in bidding?

Question #2
As it pertains to this RFI, describe the qualifications of your firm.

Question #3
Describe a proposed solution to CHP’s needs. Include a description of the:
   a) Hardware required to support your solution
   b) Software proposed (explain the features)
   c) Network bandwidth requirements for use on the CHP intranet
   d) Training service for 11 CHP users (with 8 requiring power user training, and 3 requiring application administrator training)
   e) Condition Assessment approach and process
   f) Installation approach and process

Question #4
Describe the timeline required for a project to meet the needs of CHP.

Question #5
Do you have concerns with the requirements CHP has outlined in this RFI? If so, please explain your concerns and recommend an alternative.

Question #6
List any assumptions you made in your solution.

Question #7
Describe the maintenance your firm would provide to the proposed CHP solution.
Question #8
Please describe any current implementation of your software/database application that services a military installation, university/college campus, municipality or similar environment. Include both new implementations and older implementations that are newly upgraded. Prefer California locations.

Question #9
Describe the cost of your proposed solution. List the cost of hardware, software, services and maintenance separately. Please use the following format (add table rows as needed).

**Implementation Costs:**

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<th>Hardware Description</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Ext. Cost</th>
<th>Notes (if applicable)</th>
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**Annual Maintenance Costs:**

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<th>Ext. Cost</th>
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Exhibit A - Statewide CHP Facilities
This Exhibit includes all 153 CHP facilities statewide, to be included into the new System:

Headquarters:
- Academy/Fleet Operations Section/Supply Services Unit – 3500/3300/3350 Reed Ave, West Sacramento, CA 95605
- Valley Division HQ – 2555 First Ave, Sacramento, CA 95818
- CHP HQ, 601 N 7th Street, Sacramento, CA 95811
- PSD Facility – 1801 Ninth St., Sacramento, CA 95814
- IMD Warehouse – 3270 Reed Ave, West Sacramento, CA 95605

Northern Division:
- Northern Division – 2485 Sonoma St., Redding, CA 96001
- Crescent City – 1444 Parkway Dr., Crescent City, CA 95531
- Humboldt – 255 East Sonoma Blvd., Arcata, CA 95521
- Garberville – 30 West Coast Rd., Redway, CA 95560
- Red Bluff – 2550 Main St., Red Bluff, CA 96080
- Cottonwood Inspection Facility – 19340 N/B Interstate 5, Cottonwood, CA 96022
- Redding – 2503 Cascade Blvd, Redding, CA 96003
- Susanville – 472-400 Diamond Crest Rd., Susanville, CA 96130
- Yreka – 1739 South Main St., Yreka, CA 96097
- Mt. Shasta – 618 West Jessie St., Mt. Shasta, CA 96067
- Dunsmuir Grade Inspection Facility – 1001 S/B Interstate 5 Mt., Shasta, CA 96067
- Ukiah – 540 South Orchard Ave, Ukiah, CA 95482
- Clear Lake – 5700 Live Oak Dr., Kelseyville, CA 95451
- Williams – 735 N. 7th St., Williams, CA 95987
- Willows – 464 North Humboldt Ave, Willows, CA 95988
- Quincy – 86 West Main St., Quincy, CA 95971
- Alturas – 905 West C St., Alturas, CA 96101
- Trinity River – Highway 299, 1261 Main St., Weaverville, CA 96093

Valley Division:
- Valley Division – 11336 Trade Center Dr., Rancho Cordova, CA 95742
- Sacramento Comm. Center – 3165 Gold Valley Dr., Rancho Cordova, CA 95670
- Auburn – 9440 Indian Hill Rd., Newcastle, CA 95658
- Gold Run – 50 Canyon Creek Rd., Gold Run, CA 95717
- Truckee – 10077 State Rte. 89 South, Truckee, CA 96161
- Donner Pass Inspection Facility – 12800 Interstate 80, Truckee, CA 96161
- Grass Valley – 900 Sutton Way, Grass Valley, CA 95945
- Orville – 2072 third St., Orville, CA 95965
- Chico – 995 Fir St., Chico, CA 95928
- Placerville – 3031 LoHi Way, Placerville, CA 95667
- South Lake Tahoe – 2063 Hopi Ave, South Lake Tahoe, CA 96150
- North Sacramento – 5109 Tyler St., Sacramento, CA 95841
- South Sacramento – 6 Massie Ct., Sacramento, CA 95823
- San Andreas – 749 Mountain Ranch Rd., Rte 1, San Andreas, CA 95249
- Stockton – 3330 N. Ad Art Rd., Stockton, CA 95215
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- Tracy – 385 W. Grantline Rd., Tracy, CA 95376
- Woodland – 1975 Wintum Dr., Woodland, CA 95776
- Yuba-Sutter – 1619 Poole Blvd., Yuba City, CA 95993
- Amador – 301 Clinton Rd., Jackson, CA 95642

Golden Gate Division:
- Golden Gate Division – 1551 Benicia Rd., Vallejo, CA 94591
- GG Traffic Management Center – 111 Grand Ave, Oakland, CA 94623
- GG Air Operations – 3500 Airport Rd., Napa, CA 94558
- GG ISU – 1515 Clay St. #1602, Oakland, CA 94612
- Contra Costa – 5001 Blum St., Martinez, CA 94553
- Napa – 975 Golden Gate Dr., Napa, CA 94558
- Redwood City – 355 Convention Way, Redwood City, CA 94063
- San Francisco – 455 Eighth St., San Francisco, CA 94103
- San Jose – 2020 Junction Ave, San Jose, CA 95131
- Hayward – 2434 Whipple Rd., Hayward, CA 94544
- Nimitz Inspection Facility – 4416 Interstate 880, Fremont, CA 94538
- Marin – 53 San Clemente Dr., Corte Madera, CA 94925
- Santa Rosa – 6100 LaBath Ave, Rohnert Park, CA 94928
- Solano – 3050 Travis Blvd, Fairfield, CA 94533
- Cordelia Inspection Facility – 3895 Interstate 80, Fairfield, CA 94534
- Oakland – 3601 Telegraph Ave, Oakland, CA 94609
- Castro Valley – 21020 Redwood Rd, Castro Valley, CA 94546
- Dublin – 4999 Gleason Drive, Dublin, CA 94568
- Mission Grade Inspection Facility – 4751 Highway 680, Sunol, CA 94586

Central Division
- Central Division – 5179 North Gates Ave, Fresno, CA 93722
- Special Operations – 1260 M St, Fresno, CA 93721
- Stanislaus County Auto Theft Task Force – 4718 Greenleaf Circle, Ste #2, Modesto, CA 95356
- Traffic Management Center/MAIT Unit – 1352 West Olive Drive, Fresno, CA 93728
- Motor Carrier Safety Unit – 4771 West Jacqueline Ave, Fresno, CA 93722
- Help Eliminate Auto Theft (HEAT) Unit – 4974 East Clinton Way, #101, Fresno, CA 93727
- Air Operations, Fresno Air Terminal – 3770 North Pierce Ave, Fresno, CA 93727
- Bakersfield – 4040 Buck Owens Blvd, Bakersfield, CA 93308
- Grapevine Inspection Facility – 32829 Interstate 5, Lebec, CA 93243
- Sonora – 18437 Fifth Ave, Jamestown, CA 95327
- Buttonwillow – 29449 Stockdale Hwy, Bakersfield CA 93312
- Fort Tejon – 1033 Lebec Rd, Lebec 93243
- Fresno – 1382 West Olive Ave, Fresno, CA 93728
- Hanford – 1565 Glendale Ave, Hanford, CA 93230
- Madera – 3051 Airport Drive, Madera, CA 93637
- Mariposa – 5462 Highway 49 North, Mariposa, CA 95338
- Oakhurst – 35500 State Hwy 41, Coarsegold, CA 93614
- Merced – 1500 Bell Drive, Atwater, CA 95301
- Los Banos – 706 West Pacheco Blvd, Los Banos, CA 93635
- Chowchilla River Inspection Facility – 8820 S. Highway 99, Le Grand, CA 95333
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- Modesto – 4030 Keirnan Ave, Modesto, CA 95356
- Visalia – 5025 West Noble Ave, Visalia, CA 93277
- Porterville – 861 W. Morton Ave, Porterville, CA 93257
- Coalinga – 125 S. Sixth St, Coalinga, CA 93210

Southern Division
- Southern Division – 411 N. Central Ave, #410, Glendale, CA 91203
- Southern ISU – 437 N. Vermont Ave, Los Angeles, CA 90004
- Los Angeles Communications Center – 4016 Rosewood Ave, Los Angeles, CA 90004
- Transportation Management Unit – 100 S. Main St, Los Angeles, CA 90012
- Baldwin Park – 14039 Francisquito Ave, Baldwin Park, CA 91706
- South Los Angeles – 19700 Hamilton Ave, Torrance, CA 90502
- East Los Angeles – 1601 Corporate Center Drive, Monterey Park, CA 91754
- Newhall – 28648 The Old Rd, Valencia, CA 91355
- Castaic Inspection Facility – 27858 Golden State, Santa Clarita, CA 91384
- Antelope Valley – 2041 West Ave “I”, Lancaster, CA 93536
- Santa Fe Springs – 10051 Orr and Day Rd, Santa Fe Springs, CA 90670
- West Los Angeles – 6300 Bristol Parkway, Culver City, CA 90230
- Altadena – 2130 Windsor Ave, Altadena, CA 91001
- West Valley – 5825 DeSoto Ave, Woodland Hills, CA 91367
- Central Los Angeles – 777 W. Washington Blvd, Los Angeles, CA 90015

Border Division
- Border Division - 9330 Farnham St, San Diego, CA 92123
- Air Operations Unit – 3865 A West Commonwealth Ave, Fullerton, CA 92833
- Katella Facility – 1744 W. Katella Ave, Ste 230, Orange, CA 92867
- Air Operations Unit – 56-850 Higgins Drive, #201, Thermal, CA 92274
- Border Communications Center – 7183 Opportunity Rd, San Diego, CA 92111
- Winterhaven – 1 Killingsworth Drive, Felicity, CA 92283
- El Centro – 2331 Highway 86, Imperial, CA 92251
- Calexico Inspection Facility – 1700 E Carr Rd, Calexico, CA 92231
- Indio – 79-650 Varner Rd, Indio, CA 92203
- San Diego – 4902 Pacific Highway, San Diego, CA 92110
- Otay Mesa Inspection Facility – 2335 Enrico Fermi, San Diego, CA 92154
- Oceanside – 1888 Oceanside Blvd, Oceanside, CA 92051
- San Onofre Inspection Facility – PO Box 2030, Oceanside, CA 92051
- San Gorgonio Pass – 195 Highland Springs Ave, Beaumont, CA 92223
- Desert Hills Inspection Facility – 47250 Interstate 10, Banning, CA 92220
- Blythe – 430 South Broadway, Blythe, CA 92225
- Westminster – 13200 Golden West St, Westminster, CA 92683
- Santa Ana – 2031 E Santa Clara Ave, Santa Clara, CA 92705
- Orange County Communications Center – 6681 Marine Way, Irvine, CA 92618
- El Cajon – 1722 East Main St, El Cajon, CA 92021
- Temecula – 27685 Commerce Center Drive, Temecula, CA 92590
- Rainbow Inspection Facility – 1796 Rainbow Valley Blvd W., Fallbrook, CA 92028
- Capistrano – 32951 Camino Capistrano, San Juan Capistrano, CA 92675
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Coastal Division
- Coastal Division – 4115 Broad St, #B-10, San Luis Obispo, CA 93401
- Air Operations Unit – B-3 Municipal Airport 5020 Wing Way, Paso Robles, CA 93446
- Santa Cruz – 10395 Soquel Drive, Aptos, CA 95003
- Hollister-Gilroy – 740 Renz Lane, Gilroy, CA 95020
- Gilroy Inspection Facility – 12000 South Valley Fwy, San Martin, CA 95021
- Monterey – 960 E. Blanco Rd, Salinas, CA 93901
- King City – 2 Broadway Circle, King City, CA 93930
- Templeton – 101 Duncan Rd, Templeton, CA 93465
- San Luis Obispo – 675 California Blvd, San Luis Obispo, CA 93401
- Santa Maria – 1710 N Carlotti Drive, Santa Maria, CA 93454
- Buellton – 166 Industrial Way, Buellton, CA 93427
- Santa Barbara – 6465 Calle Real, Goleta, CA 93117
- Ventura – 4656 Valentine Rd, Ventura, CA 93003
- Moorpark – 610 Spring Rd, Moorpark, CA 93021

Inland Division
- Inland Division – 847 E. Brier Drive, San Bernardino, CA 92408
- Bridgeport – 125 Main St, Bridgeport, CA 93517
- Bishop – 469 S. Main St, Bishop, CA 93514
- Mojave – 1365 Hwy 58, Mojave, CA 93501
- Needles – 1916 J St, Needles, CA 92363
- Barstow – 300 E. Mt View, Barstow, CA 92311
- Riverside – 8118 Lincoln Ave, Riverside, CA 92504
- Victorville – 14210 Amargosa Rd, Victorville, CA 92392
- Rancho Cucamonga – 9530 Pittsburgh Ave, Rancho Cucamonga, CA 91730
- San Bernardino – 2211 Western Ave, San Bernardino, CA 92411
- Arrowhead – 31230 Highway 18, Running Springs, CA 92382
- Morongo Basin – 63683 29 Palms Hwy, Joshua Tree, CA 92252