

FACILITY ADVISER

PROPOSAL

Created for Dave Harden

Maintenance & Transportation Manager



Maintenance and Operations

Our district has 24 school sites, with about 2-million square feet of buildings on about 420 acres. Our Maintenance and Operations department is dedicated to keeping those sites safe, clean and well-maintained for teachers and students.

Facility Adviser Mission Statement

To support facility leaders with generating and managing meaningful data that drives continuous improvement to support education environments.

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Why Facility Adviser?

Facility Adviser offers software and services aimed at helping county and district administrators accurately assess the complete facilities picture while reducing the workload needed to gather and report on an ever-growing pool of data. The software is the platform for performing various inspections which may include FIT/Williams, custodial, safety, playgrounds, etc. After the inspections are complete, reports can be generated for users to review the results of a single inspection or view trends by school and/or district over time. Finally, the data can be used in real-time to support the work order and facility maintenance process.



Partners in *Your Vision*

Dave Harden has set an objective of streamlining facility inspections and reporting to better analyze facility data for his team. This objective calls for improved facility inspections and reporting tools at all levels within the district, consistently and accurately identifying areas in need of improvement.

To this end, Santa Rosa City Schools has requested a proposal from Facility Adviser for software and services aimed at supporting this objective. The following proposal outlines a Facility solution offered by Facility Adviser as we position ourselves to partner with Santa Rosa City Schools.

Software Solutions

Facility Adviser offers a steadily growing catalog of software tools designed for today's facility directors, managers, and users. These components can be brought online individually as desired, or together within a unified web application, allowing administrators to support their Professional Development, Facilities Management, and Stakeholder Engagement efforts from a single platform.

 An  product.	Professional Development	Facilities	Stakeholders	
FIT Manager		✓		The FIT Manager component generates the California Williams Act Facility Inspection Tool Form. Data collected can be exported to an interactive Deficiency View or spreadsheet.
Facility Inspections		✓		The Facility Inspections component provides informal inspections on custodians, grounds, and other staff based on completely customizable goals, sub-goals and criteria.
Facility Staff Walk-Thrus	✓			The Facility Staff Walk-Thrus component provides informal inspections on custodians and other facility staff, based on completely customizable goals, sub-goals and criteria.
LCAP Progress Monitoring	✓	✓	✓	Track facility and maintenance related actions attached to your district's Local Control Accountability with the LCAP Progress Monitoring component.
Facility Stakeholder Surveys	✓		✓	The Facility Stakeholder Surveys component can be used with your Facilities goals to engage staff and stakeholders alike.

Given the objectives and needs outlined by the Santa Rosa City Schools,
we propose the integration of the following software solutions:

Software Component Details	
FIT Inspections	<p>The Facility Adviser FIT Component allows maintenance and operations departments to easily inspect and document the conditions of their facility within the guidelines set forth in the Facility Inspection Tool, in compliance with the Williams Act.</p> <ul style="list-style-type: none"> • FIT-Williams' Act compliant inspection INCLUDES 2022 UPDATES • California-defined inspection deficiency comments • FIT Reporting includes the current CA state Excel template for SARCs • Multiyear Comparison Report, up to four date ranges, view all district FIT scores at once • Deficiency View for easy tracking and tasking based on deficiencies uncovered by the FIT Inspection process • Recently Inspected Status Indicators in the inspection dropdown • Recently Inspected Status Indicators in the facility database
NEW* Integrated Images	<p>The Facility Adviser Integrated Images feature allows facility departments to take photos while completing FIT Inspections.</p> <ul style="list-style-type: none"> • Take pictures by Category within the inspection • Take up to three pictures per Category • Integrates with the Deficiency View & Image Library
Facility Surveys	<p>The Progress Adviser Survey Feature allows you to collect feedback from your staff, teachers, students, parents, and community members.</p> <ul style="list-style-type: none"> • Includes four Facility Pre-loaded surveys • Allows for custom surveys • Collect and Report data throughout the year

The following software solution will be included:

Software Solutions	Price	Quantity	Total
FIT Inspections	\$.40	14,100	\$5,640
Image Integration	\$1,500	1	\$1,500
Facility Surveys Included	Included	1	\$0.00
Software Bundle Subtotal			\$7,140

Professional Development and Onboarding

Professional Development and Onboarding Details	
FIT and Facility Inspection Schools, Building & Classroom Build-Out	A Support Specialist will import the district and school buildings and all rooms to be inspected during the FIT process. This information can be obtained from your most current FIT school facility conditions evaluations, or by completing a simple spreadsheet provided by the Support Specialist. We can also get this information from an export of your Work Order system.
On-Site Professional Development (Full Day)	<p>A Progress Adviser representative will travel to the meeting place of your choice and host a one-day Professional Development (PD) session.</p> <ul style="list-style-type: none"> • Customized PD experience, covering the entire FIT process. • Professional Development topics will include the basic functionality of the system, the inspection process, collecting the data, and calibration. These sessions will also include the deficiency view, and alignment to the work order process and generating FIT reports.

The following onboarding and professional development services will be included:

Professional Development & Onboarding	Price	Quantity	Total
District Office, All Schools, Buildings & Rooms Build-Out, All Sites	\$199	24	\$4,776
Santa Rosa City Schools Build-Out Discount	-\$30	24	-\$720
On-Site Professional Development	\$2,795	1	\$2,795
PD & Onboarding Subtotal			\$6,851

Support

Support Details	
Basic Support	Basic Support includes email and phone requests along with user guides and tutorial videos. The support representative assigned to your district/school will reply immediately for system issues and customer-specific requests. System issues will be escalated to technical support for resolution. Customer requests will be resolved as soon as possible in the order submitted by customers. A typical resolution is within 48 hours.
Premium Support	<p>Progress Adviser will provide its top-level support to all district-level users. This includes:</p> <ul style="list-style-type: none"> • On-demand data management, including help with a date or other changes on an existing Walk-Thru • Assistance with any custom pre-defined comment placement • Assistance with any goal in-activations or deletions • User account creation • User account in-activation • User account edits, moving staff from site to site • System-wide report generation • Batch Submitting Saved Inspections • Department management • Inspection content management • Building and Room management

The following support will be included in this plan:

Support	Price	Quantity	Total
Basic Support	Included	1	\$0
Premium Support to a District Representative	\$1,500	1	\$1,500
Support Total			\$1,500

Summary and Total Costs

Software Solutions	Price	Quantity	2023 Year
FIT Inspections	\$.40	14,100	\$5,640
Image Integration	\$1,500	1	\$1,500
Facility Surveys (Included)	\$0	1	\$0
Software Bundle Subtotal			\$7,140

Professional Development and Onboarding	Price	Quantity	2023 Year
District, Schools, Building & Classroom Build-Out	\$199	24	\$4,776
Santa Rosa City Schools Build-Out Discount	-\$30	24	-\$720
On-Site Professional Development	\$2,795	1	\$2,795
Professional Development & Onboarding Subtotal			\$6,851

Support	Price	Quantity	2023 Year
Basic Support	Included	1	\$0
Premium Support to a District Representative	\$1,500	1	\$1,500
Support Subtotal			\$1,500

2023 Grand Total Bundle (With Build Out Fees, Professional Development & Premium Support) Recommended	\$15,491
2023 Total (With Build-Out Fees, Professional Development, Software & Basic Support)	\$13,991
2023 Total (Without Image Integration, with Basic Support)	\$12,491
2024-25 Renewal Total (FIT with Image Integration & Basic Support)	\$7,140
2024-25 Renewal Total (FIT without Image Integration & with Basic Support)	\$5,640