SUMMARY STATEMENT

ITEM NO.: DRPA-18-085      SUBJECT: E-Builder Enterprise Program Management System

COMMITTEE: Operations & Maintenance

COMMITTEE MEETING DATE: September 11, 2018

BOARD ACTION DATE: September 20, 2018

PROPOSAL: That the Board authorizes staff to negotiate a contract with e-Builder, Inc. to procure, configure, and implement e-Builder Enterprise Government Edition. This purchase is provided with pricing under GSA Schedule No. GS-35F-408AA and includes first year subscription.

Amount: $214,800.00

Consultant: e-Builder, Inc.
1800 NW 69th Ave, Suite 201
Plantation, FL 33313

PURPOSE: To provide the Delaware River Port Authority and PATCO with a comprehensive cloud-based program management system.

BACKGROUND: The Delaware River Port Authority annual capital budget consists of a variety of projects managed by several departments within the authority. Depending on the size, scope, and the department responsible for the project, a number of different project management tools are used to execute the project. The Authority is seeking to contract with e-Builder, Inc. to configure and implement one comprehensive program management system to be used by all internal departments as well as outside consultants and contractors to manage our robust capital program.

The program provides the Authority with a central and secure environment to house all project files and documentation. Administrators of the system will be able to control access of outside consultants and contractors based on specific project requirements. e-Builder utilizes automatic, configurable workflows that enable quick reviews and approvals of RFI’s, submittals, and invoices all while creating an audit trail for project stakeholders. Audit stamping (or electronic approval with an audit trail), workflows, file views, reports, and metrics to evaluate contractor and consultant performance are all useful components of the program. e-Builder’s software comes with standard and customizable dashboards and reports that can be tailored
and configured to each user, allowing visibility into all projects within the program, including schedule and cost information, either in detail or high level executive summary.

The cloud-based system, also accessible through mobile devices, allows users to easily access and create standardized forms, including RFIs, submittals, daily reports, drawings and specifications in the office or in the field. As more projects are completed through e-Builder, we will begin to develop a historical database of unit costs to help in future project estimates and benchmarking. Using this historical information will assist with capacity and cash forecasting, as well as long-term capital planning for future project scenarios.

SUMMARY:

| Amount:       | $214,800.00 |
| Source of Funds: | General Fund |
| Capital Project #: | SCT.18007 |
| Operating Budget: | N/A |
| Master Plan Status: | N/A |
| Other Fund Sources: | N/A |
| Duration of Contract: | 12 Months |
| Other Parties Involved: | N/A |
| Estimated Number of Jobs Supported: | 6.4 |
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority authorizes staff to negotiate a contract with e-Builder, Inc. to procure, configure, and implement e-Builder Enterprise Government Edition at a cost not to exceed $214,800.00; and be it further

RESOLVED: The Chairman, Vice Chairman and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chairman, Vice Chairman and Chief Executive Officer and if thereafter either the Chairman or Vice Chairman is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chairman and Vice Chairman are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

SUMMARY:
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- Other Fund Sources: N/A
- Duration of Contract: 12 Months
- Other Parties Involved: N/A
- Estimated Number of Jobs Supported: 6.4