

IMMEDIATE NEED REQUEST
2022-23

Requested by: (Unit, Department, Division or Vice President)			
		Date to VP:	12.07.2022
Location	(Fill-in)	Reviewed By (Signature):	
Department or Unit:	Eric Turner	Eric Turner	
		Date to Cabinet:	12.13.2022
Division:	Anthony Moore	Anthony Moore (Dec 6, 2022 10:34 PST)	
Vice President:	Morris Rodrigue	Outcome:	

Budget Request(s)	Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1. Concept3D - Wayfinding and Online Map Updates	<p>The College's existing agreement with Concept3D includes the basic map package for \$6,404. The basic map package allows the College to make minor updates to the map, such as changes to construction fencing. Significant updates, such as adding new buildings or additional features must be completed by Concept 3D for an additional fee. Over the past few years, the College has spent approximately \$4,000 to \$6,000 per year on ad hoc map updates to cover minimal updates only.</p> <p>Concept3D's managed updates package includes up to 12 updates per year for \$6,200. The updates package would allow for a predictable cost and timetable for updates rather than relying on the current ad hoc process, which is not very timely and does not include all desired map updates.</p> <p>In addition, students and community members have suggested adding exterior and wheelchair wayfinding features to the campus map. Concept3D provides a wayfinding feature that allows users to indicate two locations on the campus map and draws the path of travel and directions directly on the map. Information Technology and Facilities reviewed the functionality. The one-time setup fee for exterior and wheelchair wayfinding is \$6,750.</p>	\$12,950	\$6,750	\$6,200	
Account Number(s):	11000.661000.568400.678000				

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.

SOFTWARE AS A SERVICE AGREEMENT

EXHIBIT A

DESCRIPTION OF SOFTWARE

This Exhibit is a part of and must be read in conjunction with that certain SOFTWARE AS A SERVICE AGREEMENT dated October 28, 2022 between Concept3D, Inc. (“Licensor”) and Mt. San Antonio College (“Licensee”).

1. Software: **Software shall mean Licensor’s “software that allows for the creation of hosted interactive maps for web and mobile.”**

The Software may include, without limitation, portions of software code proprietary to third party who are the owners and/or copyright holders of such software. All such software is sublicensed to Licensee under this Agreement.

2. Term: 36 months. Licensee is committing to payment of the Fees for the full Term of this Agreement. The contract will automatically renew for additional one-year terms after the initial term, unless 30 days written notice is provided to the Licensor prior to the renewal date.

3. Fees: Annual subscription fee at a cost of \$16,844/annually per map instance, these fees include a total of 200,000 Pageviews annually. All overages in excess of allotted usage will be billed at the end of the annual term. All fees are to be paid in U.S. Dollars upon the Effective Date. All fees are non-refundable. User licenses will expire upon any expiration or termination of the Agreement. Annual Subscription billing begins upon the Effective Date.

Map Platform Overview

Product	Description of Product & Services	Annual Investment
Base Map Package	<ul style="list-style-type: none">● 200,000 Pageviews● One Interactive Map● Cloud Hosted Solution● Assigned Client Success Manager● Map Tiles● Content Management System (CMS)● Users/Roles● Category Management● Location Management● Publishing System● Directions● Map Tours● Share / Get this View Functionality● Embed Code● Text Only Map● Data Export Tool● Mobile Responsive Design● CNAME	\$6,404
Interactive Map Additional Features	<ul style="list-style-type: none">● Forms● Exterior and Wheelchair Wayfinding	\$4,860
Managed Updates	<ul style="list-style-type: none">● Advanced Managed Updates Package	\$6,200

	<ul style="list-style-type: none"> ○ Up to 12 updates per year ○ Updates are compiled and completed once within a 30 day period ○ 6 Urgent Updates. <ul style="list-style-type: none"> ■ Urgent updates may be completed within, or outside of one of the included 12 updates ○ Updates apply to: <ul style="list-style-type: none"> ■ Building & Road Labels ■ Custom Print Maps ■ Panorama Processing ■ Map Render Visuals (must be within render boundary and cannot change rendering style) ■ Exterior Wayfinding ■ Custom/Seasonal Overlays 	\$5,580*
Total Annual		\$16,844

*10% discount if signed by 12/31/2022

FORM PROFESSIONAL SERVICES STATEMENT OF WORK

EXHIBIT B

This Professional Services Statement of Work (“SOW”) is executed pursuant to and is governed by that certain SOFTWARE AS A SERVICE AGREEMENT (the “Agreement”) dated October 28, 2022 by and between Concept3D, Inc., a Delaware corporation (“Licensor”), and Mt. San Antonio College, (“Licensee”), and the Terms located at: <https://www.concept3d.com/concept3d-general-terms-and-conditions>. The Agreement and the Terms are incorporated herein by this reference. Capitalized terms used herein without definition shall have the meanings assigned to such terms in the Agreement or the Terms, as applicable.

1. Scope of Work for map updates

Feature Descriptions & Setup

Product	Description of Product & Services	Licensee Material	Setup
Managed Map Package	Dedicated dollar credit to support professional services costs throughout the contract year. <i><u>Note: cannot be used for development work or annual subscriptions.</u></i>		n/a
Wayfinding Exterior Setup	Custom wayfinding routes throughout the site leading only to entrance and exits of buildings 2 revisions of route data	<ul style="list-style-type: none"> ● Licensee to provide their desired routes via sidewalk and pathway. The safest and most efficient routes. ● If desired, licensee to provide detailed information of accessible wayfinding routes. This data will be provided via the Concept3D content management system. Licensee is responsible for the integrity of this data. 	\$6,750
Total Setup Price:			\$6,750