We are currently losing $700,000 a year by not using share point services. . By using this SharePoint system we can store and trace documents between different users. By implementing Microsoft SharePoint we will increase productivity by 20%.

The main issue we face is that our PMPS are wasting time managing documents instead of giving that time to our valuable customer. This allows for multiple people to access and share any document at any time. It will track any changes to these documents made by different users allowing for shared collaboration of ideas. By providing a central location for documents it will reduce the need for extensive communication through emails or other inefficient means and will provide quick and efficient coordination. It will reduce the amount of duplicated work saving our PMP’s time, reducing backlog and increasing billable hours.

There are several costs to consider with SharePoint. Initial hardware and software installation will require $100,000 for the first year. After that it is only $18,000 for annual maintenance. There is also one PMP who can assist in the integration of this process by dedicating only 10% of his time, which results into $33,250 per year of lost billable hours. However, we are looking at an earnings benefit of$700,000 per year. By the end of the third year this will result in a net benefit of $1,846,250.

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