Kasey Brown
FRA: Sharepoint

Microsoft Sharepoint is a content-management platform with a document management system that will drastically increase our company's overall billing hours. Specifically, it will improve the efficiency of our PMPs when it comes to collaborating with clients and writing project proposals. This investment will allow our company to realize a 3 year net benefit of $1,846,250.

Sharepoint's key capability is document management. This program will allow our PMPs to control the life cycle of the documents of our organization – from their creation, review, publication, and retention – and allows for seamless sharing of those documents with our clients. For example, if a PMP needs to work with several representatives from a client company on a project proposal document, they all can access and edit the document at the same time, without having to save a new document every time a change is made. In addition, Sharepoint prevents one user from intruding on the work of another user, or accidentally locking them out. Normally, confusion and miscommunication would cause this process to take several hours – hours that can't be used for billing. Sharepoint drastically reduces this lost time.

Investing in Sharepoint will allow us to gain an additional 3810 total billing hours. In order to implement Sharepoint, we will need to purchase new hardware and software, as well as pay for yearly maintenance. In the next three years, these costs will add up to $154,000. However, because of the increased billing hours, we will also have an increase in revenue, giving us a total three year benefit of $2,250,000. After three years, investing in Sharepoint will produce a net benefit of $1,846,250.

References

Document Collaboration and Co-Authoring. (n.d.). Retrieved February 24, 2016, from Office
    Support: https://support.office.com/en-us/article/Document-collaboration-and-co-
    authoring-ee1509b4-1f6e-401e-b04a-782d26f564a4?CTT=1&CorrelationId=0e8f8705-
    cab3-4880-b0d4-732e8451dfd2&ui=en-US&rs=en-US&ad=US

Overview of document management in SharePoint 2013. (2014, March 27). Retrieved February
    24, 2016, from Sharepoint: https://technet.microsoft.com/en-us/library/cc261933.aspx

Pretty, G. (2014, February 7). *Five Great SharePoint Document Management Features*.
    Retrieved February 24, 2016, from MandoGroup:
    http://www.mandogroup.com/blog/2014/five-great-sharepoint-document-management-
    features/

Without Sharepoint:	
Current Billing Hours per PMP	1,500.00
Number of PMPs Consulting FT	10.00
Total Billable Hrs per Year	15,000.00
Billing rate per Hour	$ 175.00
Revenue	$ 2,625,000.00

With Sharepoint:	
Billing Hours per PMP	1,900.00
Number of PMPs Consulting FT	9.00
Number of PMPSs Not FT	1.00
Not FT Billable Hours	1,710.00
Total Billable Hrs (all PMPs)	18,810.00
Billing Rate per Hour	$ 175.00
Revenue	$ 3,291,750.00
Purchase Cost	$ 100,000.00
Yearly Maintenance	$ 18,000.00

Option	Billing Hours	Billing Rate	Revenue
No Sharepoint	15,000.00	$ 175.00	$ 2,625,000.00
Sharepoint	18,810.00	$ 175.00	$ 3,291,750.00
		Increase in Rev	$ 666,750.00

Sharepoint	Year 1	Year 2	Year 3	Total
Costs	$ 118,000.00	$ 18,000.00	$ 18,000.00	$ 154,000.00
Benefits	$ 666,750.00	$ 666,750.00	$ 666,750.00	$ 2,000,250.00
Net Benefits	$ 548,750.00	$ 648,750.00	$ 648,750.00	$ 1,846,250.00