Student Services
Data Collection Software Request
Previously some of the AMS Services used different software to collect data about usage in the Service. Some include:

- Food Bank used an external company called Olivewood to collect data from individuals Services since 2018. Olivewood no longer operates as of 2020.
- Safewalk used an external company called TrackTik which was cancelled last year due to not meeting our needs ($4,200 annual fee)
- Advocacy used an external company called PracticePanther which was cancelled last year due to not meeting our needs ($1,000 annual fee)
BACKGROUND

- Peer Support uses Zapier to integrate information flow for 1:1 appointments
- Remaining Services uses excel spreadsheet to collect data

Each individual Service area collects and reports on their own Service independently. This makes it challenging to collect reliable data for Services.
WHY NEED TO COLLECT DATA?

As AMS Service is a client and support-based service for the UBC community, it is beneficial for AMS to collect and analysis usage within Services to help

• Assess operational needs of individual Services and Services as whole. For example, data will allow us to review what type of clients has been accessing and which term is most active in the Food Bank
• An integrated system for all the services that can streamline the process of reporting and reporting needs
As AMS is using Microsoft Office 365 products, we decided to see if there was any Microsoft products that we can use to help with our data collection needs.

Researched and found 2 certified Microsoft Partners that specialized in Microsoft software, based in Canada, non-profit and had less than 10 employees. 1 vendor was recommended by AMS IT.

From the consultation with the vendors, 3 Microsoft programs is available: Microsoft Power BI is a software that collects, models and analysis data, Power App is a software that can create app entry forms to enter the data and Power Automate is a software that can send data real time from Power App to Power BI for reporting and analysis.
QUOTE

- **Kwixand** - proposed quote was between $11,000 to $14,000
- **Encore** - proposed quote was $21,460.00
- **Softlanding** – no quote provided after contacting 3 times

Initial consulting was done with all 3 vendors. Encore and Kwixand was the only 2 companies that provided a quote based on the initial consultation.

Based on the proposals received, further consultation was done with Kwixand with Hong (AMS CTO) on the technical aspects of the proposed solutions. After consultation and test trial with our AMS IT team, the proposed solution has satisfied AMS IT inquiries.
Additional Costs

AMS will need to purchase a Pro version of the 3 Microsoft software (App, Automate and Power BI) per monthly to a certain number of Microsoft account for the software as we require the additional functionalities.

Annual ongoing estimated licensing costs – $2,559 (tax exclusive)

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<th>Solution License &amp; Type (Education Pricing)</th>
<th>Price per month</th>
<th>License</th>
<th>Total</th>
<th>Total annually</th>
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NOTES

- Project is estimated to take around 6 to 8 weeks completion
- Taxes will be @ 12%
- Taking the higher quoted costs of $14,000 \times 12\% = $15,680 + Pro Licensing estimate cost of $2,559 \times 12\% = $2,866.08 = $18,547
Be it Resolved that $18,547 is approved from the Capital Project Fund to fund the development and implementation of AMS Services data collection and reporting solution.
Thank You!