



Building Operations Management

Track and manage on demand and preventive maintenance to improve work load balancing and decrease operating costs

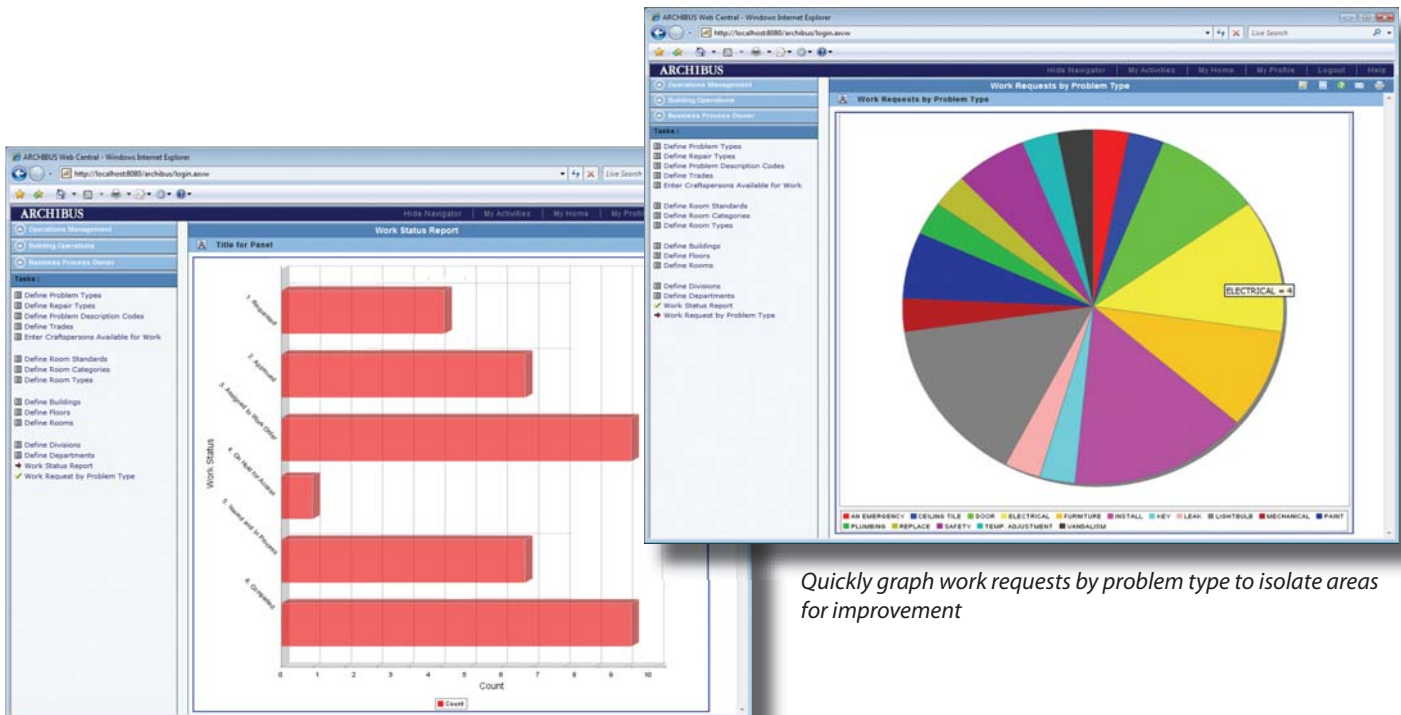
Whether your organization maintains its own facilities and infrastructure or uses outsourced resources, you typically face the challenge of increasing workloads and backlogs combined with the pressure to reduce costs. The ARCHIBUS Building Operations Management application allows you to cost-effectively manage on demand or preventive maintenance (PM), improve internal and outsourced service provider performance, and simplify forecasting and budgeting. Building Operations Management puts all of those capabilities—and more—easily within reach so you gain more control over your workload instead of letting it manage you.

Activities and Reports include:

- Review Status of Work Requests
 - Highlight Rooms with Active Work Requests
 - Create/Update Work Request
 - Review Trades Workload Levels
 - Craftpersons Availability and Performance
 - Review Maintenance History for Equipment
 - 12-Month PM Work Schedule
 - PM Schedules by Equipment
 - PM Procedures and Steps
 - Equipment Failure/Replacement Analysis
 - Understocked Parts
 - Parts Usage by Equipment
 - Closed Work Requests by Building
 - Actual Costs vs. Budgets for Accounts
 - Work Request Backlog
- Plus Many More...**

Benefits

- Improves performance of internal and outsourced service providers by prioritizing tasks and avoiding work backlogs
- Enables evaluation of work order requests to optimize labor/materials and minimize operating costs
- Simplifies the work forecast and budgeting processes by easily accessing historic data
- Tracks preventive maintenance programs to validate expenditures and comply with internal standards or regulatory mandates
- Maximizes customer satisfaction through Web-based processes



Quickly graph work requests by problem type to isolate areas for improvement

Review status of work by phases of completion to assess available resources and plan future work



Manage Work Volume Efficiently

Status reports let you follow the progress of multiple work orders from start to finish. Easily choose to approve or reject work requests, change the status, and prioritize the workloads. You can also manage backlogs of uncompleted maintenance requests, move them back on track, and coordinate preventive maintenance schedules with on demand work.

- *Check on work being currently performed, maintenance scheduled for a specific date, and uncompleted orders that need rescheduling*
- *Automatically debit your inventory with parts consumed and identify reserve parts*
- *Assign available resources by consulting an updated parts inventory*
- *Identify maintenance or equipment deficiencies by sorting work by problem, cause, equipment, or location*

Optimize Resources to Minimize Costs

Prolong the life cycles of your equipment by implementing preventive maintenance systems and procedures. By tracking accumulated repair and maintenance costs, you can then determine whether it is more cost-effective to repair or replace aging equipment. Develop actual cost-to-budget comparison reports on preventive maintenance activities to pre-empt budget issues.

- *Schedule and monitor regular preventive maintenance procedures*
- *Eliminate costly duplicate efforts, such as needlessly sending two craftspersons to do the same job*
- *Evaluate equipment and craftperson performance to improve customer service and control costs*

Forecast and Budget with Confidence

Maintaining an easily accessible maintenance history makes it easier to forecast future operating costs and capital budgeting. Review and summarize work histories, analyze labor usage, and generate cost expenditure reports. Determine the root cause and frequency of equipment failures and downtime, so you can focus on preventive measures.

- *Analyze the value and performance of your equipment*
- *Review labor usage and trends*
- *Document common causes of equipment breakdown and mean time between failure statistics*
- *Generate cost expenditure reports by building, department, or cost center for future reference*

Comply with Regulatory Requirements

Reduce the threat of heavy fines and employee accidents. Flexible data collection helps satisfy the regulatory requirements of various agencies. You can also record safety maintenance requirements and establish preventive maintenance procedures that document steps required for compliance.

- *Collect data pertinent to life safety and environmental requirements (such as those needed for EPA and OSHA)*
- *Track equipment lockout or tagout status*
- *Document equipment performance history*

Respond Quickly to On Demand Work

Respond quickly to on demand work using cost-effective Web-based processes. Empower operations personnel by giving them easy access to information using ARCHIBUS Web Central. Allow internal or external service providers to access, update, and close-out their work orders. In addition, link Building Operations Management with other ARCHIBUS applications such as Service Desk, Condition Assessment, Environmental Sustainability Assessment, Work Wizard, and Project Management – to create a fully integrated enterprise asset management system.

- *Allow craftpersons to record their work via mobile devices*
- *Enable on-the-spot work scheduling during condition assessment tours*
- *Assign budgetary values to improve overall facilities and infrastructure sustainability*
- *Share data with Work Wizard to schedule preventive maintenance, level work loads, and identify scheduling conflicts*
- *Initiate work requests linked to projects to ensure benchmarks are met*

For more information, visit archibus.com/bom

