AARC Questions - Facilities

General
1. Is there a desired "Go-Live" date?

ARRC values "done well" over "done quickly" and we would like to work with our selected vendor to determine an appropriate timeline for the project go live.

2. Is the AARC AMS expected to replace JDE for Work Orders and Inventory management or simply integrate with JDE?

We expect to replace JDE for work orders, and possibly inventory management (depending on solution) however, because of how JDE works, the interface to JDE will include a one for one work order relationship. Every AMS workorder will create a corresponding one in JDE for the purposes of time capture and allocation.

Asset Portfolio
3. What is the size of the Facilities portfolio in terms of number of buildings, sq. ft., number of floors etc.

   143 buildings, square footage varies greatly amongst our facilities, from 10 square feet to 72,000, with all buildings 3 floors or less.

4. Are there existing workflows that define business processes related to the maintenance of various asset types?

   Yes, there are standard operating procedures and checklists that are utilized.

Documentation
5. Does AARC maintain As-Built drawings for the vertical assets?
     a. Are the drawings <u>Updated and Current</u> in the DWG Format?
     b. Are the current AutoCAD / DWG drawings layers standardized and consistent throughout the drawings to show space and asset locations?

   A: Yes, ARRC does maintain As-Built Drawings however not all assets may be in the records. ARRC maintains hard copies in its plan room, electronic scans (.tiff or .pdf formats) of most hard copies, as well as CADD electronic deliverables. ARRC is continually digitizing the files for its assets, for both legacy and newly constructed assets. ARRC utilizes AutoDesk products and generally requires its consultants to follow suit. However, some files may generated using Bentley products and are in the .DGN format. Layers are largely not standardized throughout the various drawings. Drawings produced in other programs may also have all line work shown on the same layer. Standardization is an on-going process. Layers are largely not standardized throughout the various drawings. Drawings produced in other programs may also have all line work shown on the same layer. Standardization is an on-going process.

6. Is there any requirement to use and maintain these drawings as a part of the Work Orders?

   No

Integration

7. Are the integrations with JDE and ArcGIS bi-directional?
   Currently there is no integration between ARC-GIS and JDE. If ARC-GIS is the underlying technology for the selected solution, we will build the integrations needed.
8. Is the current asset inventory available on GIS maps?
   Real Estate and Facilities has up to date and well maintained layers in ARC-GIS.

Inventory Management

9. Is JDE the current Inventory Management system for supporting Work Orders?
   Yes.
10. Is there any need to integrate/replace the inventory system?
    This is a decision we have left to determine after solution selection as it is highly dependent on the solution we choose.
11. How many warehouses are used to store and manage the inventory?
    In JDE we have 7 warehouses however some of those are virtual and not physical locations.

Work Orders and Maintenance

12. What is the expected (existing) volume of ad-hoc and PM work orders?
13. Does AARC plan to implement new or existing workflows?
    New, mostly. We do not have much workflow capability with our current system.
14. Does AARC have an existing library of PM procedures to be loaded into the system? Are they available for all asset classes?
    Some asset classes have PM processes well defined and others do not.

User Base

15. What is the expected role of 15 users for this system? Can you define the user roles in terms of access requirements?

    2 - System Administrators
    15 - Expected number of Primary users with access to the entire portfolio of information?
    0- Number of users with limited access to specific sites?
    12- Number of Technicians and Field staff?
    750-Number of restricted users who can simply submit and track work requests?

16. Are there any other users that need to access the Facilities system?
    All users should be able to request a work order, but other than this, no. Model to purchase more licenses should be made available.