

Conducting a Facilities Audit State-Wide Capital Master Plan Sub-Committee Meeting



The Ohio Board of Regents

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The Ohio Board of Regents

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OVERVIEW

Conducting a Facilities Audit

The facility audit will allow the BOR to obtain:

- An independent audit of the physical condition and deficiencies of all selected buildings
- The cost of deferred maintenance for each building
- The cost of deferred maintenance for each school
- Baseline standardized data for all colleges & universities
- Prioritization of the costs based on pre-defined criteria



DETERMINE THE DELIVERABLE

Manage Expectations

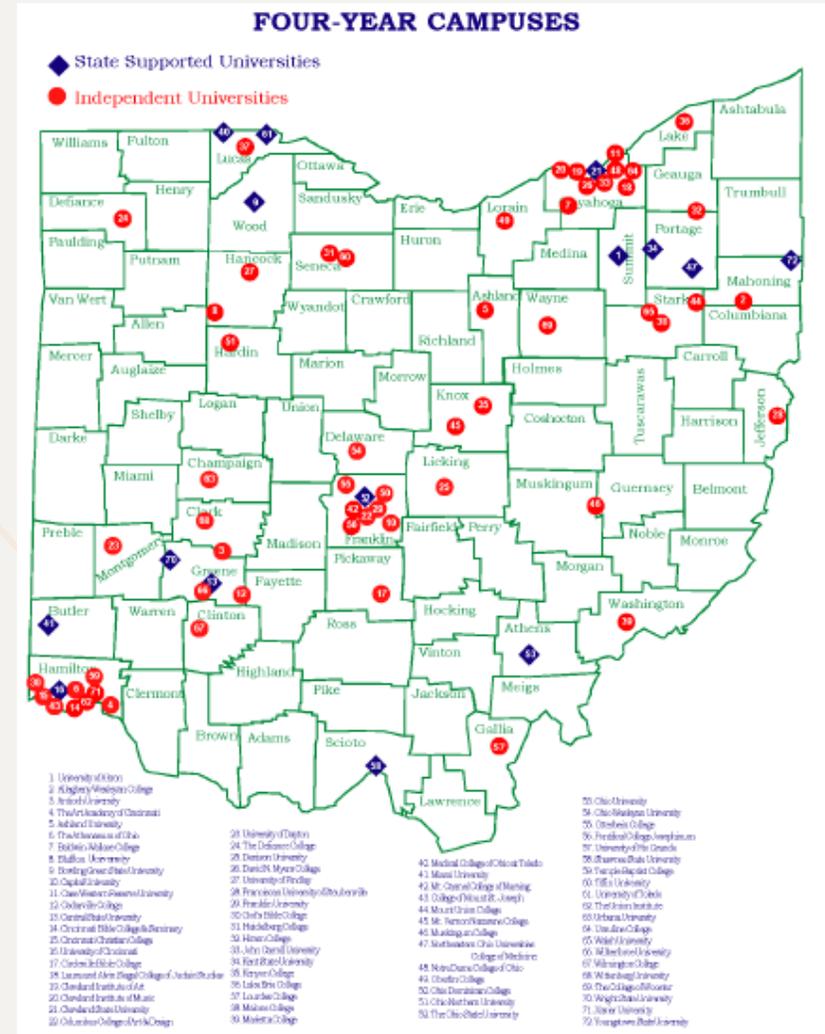
- Meet with BOR & Sub-committee to restate goals and objectives
- Develop the overall master plan
- Establish reasonable expectations
- Interactively develop the deliverables
- Develop the level of detail for each system
- Develop the cost breakdown format
- Develop the schedule



DETERMINE THE DELIVERABLE

System Components

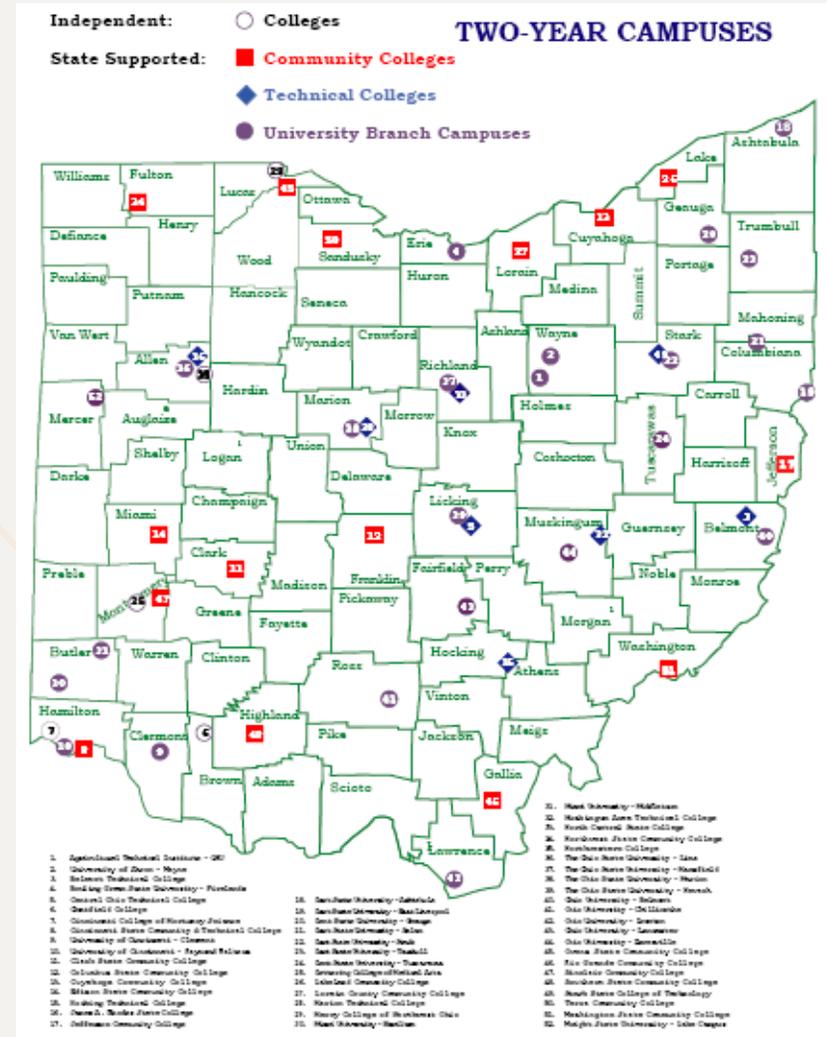
- Site information
- Exterior skin
- Windows
- Roofing
- Interior elements
- ADA / Code
- Structural
- HVAC systems
- Plumbing
- Life safety / Fire protection systems
- Electrical
- Communications/technology
- Alarm systems
- Conveyance systems



DETERMINE THE DELIVERABLE

Develop Database Parameters

- System description
- Component inventory
- General condition
- Deficiencies / repair recommendations
- Remaining life / replacement recommendations
- Code / ADA Compliance
- Repair replacement costs



PRE-PLANNING

Research

- Previous reports
- BOR databases
- Drawings & specifications
- Maintenance records
- Capital budgets
- Class schedules

Collaborate

- Facility Managers
- Maintenance Managers
- Planners
- Facility Users
- Code Officials

Analyze

- Master plan vision
- Future plans for the building
- Building History
- Maintenance History
- Known Problems & Corrections

PRE-PLANNING

Select Team Appropriate to Building

- Civil/Site
- Architect/Assessment Specialist
- Structural Engineer
- Mechanical Engineer
- Fire Protection
- Electrical Engineer
- Environmental

Specialists as Needed

- Roofing
- Elevators
- Façade / Curtainwall



FACILITY AUDIT PROCESS

Walk-Through Survey

- Multi-disciplinary, system approach
- Visual condition survey
- Look for system issues
- Look for issues involving two or more systems
- Observe equipment in operation
- Photograph deficiencies



Non-Destructive Testing

- Sounding
- Water tracing & chemical testing
- Light transmission tests



Destructive Testing

- Cores
- Roof tests

SAMPLE DELIVERABLE

Report To Include

- Use & occupancy status
- Age
- Size
- Location
- Construction type
- Limiting conditions
- Deficiencies found
- Condition of each system and its components
- Opinions of probable costs
- Prioritized costs
- Additional considerations
- Photos keyed to a location

Facility Management Tool

- Conditions Reports
- Deficiencies Reports
- Project Reports



SUMMARY

- Understand what you want up front
 - Goals
- Have everyone in the right direction when starting
 - Planning
- Have everyone starting with the same rating system
 - Consistency
- Keep and transfer data electronically for all users
 - Accuracy