



MEMORANDUM

Date: July 8, 2016
To: Board of Park Commissioners
From: Kathleen Conner, Planning Manager and Pam Banks, AMWO Project Manager
Subject: Asset Management and Work Order System (AMWO) Briefing

Requested Board Action

This is an informational briefing about the new Asset Management/Work Order (AMWO) software system. This system is the basis for the development of capital projects and future capital investment decisions.

Project or Policy Description and Background

Asset management is defined as “any system that monitors and maintains things of value to an entity or group. It may apply to both tangible assets such as buildings, and to intangible concepts such as intellectual property and goodwill.” (Wikipedia) Seattle Parks and Recreation (SPR) has had both a work order system and an asset management system for decades. Right now, there are multiple systems in place in different divisions within SPR, but the systems are not integrated.

In 2012, SPR prepared a business case to consider whether or not it would be cost effective to purchase an integrated asset management/work order system. The goal for this system was to better maintain and manage our inventory and assets, improve capital planning and budgeting, and make it easier for our internal and external customers to access data about SPR’s assets. It was determined that SPR should move forward with a more effective system.

With the passage of the Seattle Park District, SPR received the funding to move forward with purchasing and implementing an AMWO software system that will consolidate both work order and asset management systems.

Some of the benefits of the AMWO system are:

- Increased knowledge about SPR inventory
- Consolidation of systems to provide easy access to more useful data
- Improved capital planning
- Efficiencies in the work order system
- Updated facility assessment data
- “Cradle-to-grave” asset planning
- Increased transparency

- More efficient tracking of costs associated with maintenance and repair of assets
- Extending the useful life of assets

2015 AMWO Accomplishments

- RFP process executed
- AssetWorks selected
- Contract and Statement of Work executed
- 2 Management Systems Analyst positions filled
- Software installed

2016 AMWO Tasks Underway

- Continue system setup and configuration
- Data conversion
- Testing
- Training
- Condition Assessments
- Go Live – Fall, 2016

Connection between AMWO and Capital Projects

Once an asset has been assessed, project needs are identified, scoped, and a cost estimate is developed. The projects are then prioritized using ranking criteria (such as regulatory requirements, safety, etc.) The highest ranked projects are recommended for funding.

Public Involvement Process

SPR had a comprehensive internal process during development of the AMWO system. Input was gathered from all divisions, from work crews, and the Race and Social Justice Change Team.

Environmental Sustainability

By being more systematic in our approach to maintenance and capital projects, SPR will be able to better target the needs, many of which are integral to environmental sustainability, such as repairing leaky pipes, maintaining grounds, and renovating buildings.

Budget

This project is funded from the Seattle Park District Major Maintenance Initiative. The project budget is \$2.1 million, to be spent over five years.

Schedule

Attached is the AMWO system implementation schedule. The system is being configured, data is being loaded, and condition assessments are underway. The work order side will go live in the early fall, and the asset management/capital planning side will go live in late fall.

Additional Information Please contact Kathleen Conner at 615-1299 or Pam Banks at 386-1848.

Attachments

1. AMWO System Implementation