

The Facilitator

September 2005

Kansas City Chapter of International Facility Management Association

Make sure you take advantage of the FREE FM Audio Seminars provided monthly. It takes about two hours of your day once a month and is a great opportunity to network with your fellow IFMA members and share tips and tricks on the presentation topic.

Information on upcoming seminars is available on the IFMA web site. Just look on the calendar and don't forget to sign up online.

P.S. It's FREE!!

President's Podium



Are you **Ready?!?!? Get set!! GO!!!** ...straight to **Philadelphia** for this year's **IFMA World Workplace** conference!

There is so much to celebrate this year !! This year is **IFMA's 25th Anniversary**, **Sam Davidson** completes his year as Foundation Chair and of course, last but not least, our very own **Teena Shouse** is sworn in as IFMA's Chair!!! Let's hear it for TEENA!!

Only two other chapters can boast two Chairs to lead IFMA's entire organization. Let's hear it for KC!!

Let's head to Philadelphia and cheer Teena on! In addition to the celebration, there is a conference and expo floor for your amusement...

The largest, most comprehensive facility-management-related conference and exposition...

World Workplace is a comprehensive learning experience from a global perspective.

If your job requires you to make im-

provements and seek out new opportunities, how can you effectively do that if you don't know what exists out there? A three-day investment guarantees learning from industry experts, networking with peers from around the world, viewing the latest products and services straight from the more than 200 exhibiting companies, and strengthening your position as an authority in your organization.

Advancements in the FM profession are being set by IFMA, the only international non-profit association serving the facility management industry. World Workplace Conference and Expo is the annual gathering of this prestigious community. Immerse yourself in the depth of knowledge, resources and contacts IFMA offers by attending World Workplace this year in Philadelphia.



Brittany Gamble, Chapter President

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September Educational Seminar

September Luncheon Program

DELIVERING POWER PRESENTATIONS: HOW TO ADAPT PEOPLE TO IDEAS AND IDEAS TO PEOPLE

September 20, 2005

8:30 a.m. — 11:30 a.m.

A LEADER'S SKILL IN LISTENING

11:30 a.m. — 1:00 p.m.

Location: The Kauffman Foundation, 4801 Rockhill Road. Kansas City, MO.

This seminar presents a unique audience-centered approach to designing and delivering presentations based on Dr. Beebe's best-selling book Public Speaking: An Audience-Centered Approach, co-authored with Susan Beebe. Dr. Beebe's books have been used at hundreds of universities throughout the world.

- *How do you manage your anxiety and nervousness when you speak publicly?*
- *How do you capture and maintain audience member's attention?*
- *How do you present a focused, well-organized presentation?*
- *How do you adapt your message to different kinds of listeners?*



You spend more time listening than any other communication activity, yet few people have had formal training in listening skills. In this motivational presentation, Dr. Beebe will share practical ideas for enhancing the key leadership skill of listening. Learn how to both enhance your skill in remembering information and how to enhance the quality of relationships with others through the art of listening.



Dr. Beebe

Dr. Steven Beebe presented to KCIFMA in April of 2003 on "Communication Etiquette" and "Holding Effective Meetings." He is a remarkable speaker, with so much information to share, we just had to have him back So, here he is again by popular demand. Please plan to join us for both these informative events.

A continental breakfast will be served at 8:00 a.m.

Fees:

Morning Seminar

\$35 members; \$40 non-members

Lunch Meeting

\$15 members; \$20 non-members

Morning Seminar and Luncheon Meeting

\$45 members; \$55 non-members

When registered in advance.

Seminar: .4 CEU's; 4 CFM Maintenance Points

These are just a few of the topics that will be addressed in this lively and informative presentation. In this interactive seminar, Dr. Beebe will help you develop memorable and powerful presentations that achieve results. Whether your goal is to share information or to persuade others to adopt your ideas, this presentation will give you classic and contemporary tips to make you a more powerful communicator.

Following the seminar, the September monthly program meeting will feature Dr. Beebe presenting "A Leader's Skill in Listening." Do you want to be a better manager, a better leader? Do you want to be more effective with people?

Please RSVP before midnight on 9/17/05. RSVP's are required for all events. Members and non-members not registered will be charged an additional \$5 at the door.



FOCUS FEATURE

This is Part 1 of several that focus on the IFMA Foundation.

The IFMA Foundation – Facts, Figures and the Future

By: Sam Davidson, CFM – IFMA Foundation Chair

The IFMA Foundation HUH?

Just what is the IFMA Foundation, and just what do they do for the average IFMA member?

I imagine that many KC Chapter members and IFMA members nationally have asked themselves this very question. Some of you might not even know that we exist!

Well, throughout the course of this article, hopefully all your questions will be answered and by the time you finish reading this article, you will be excited and proud to know that you are part of the IFMA Foundation.

The IFMA Foundation's mission is to ensure a quality built environment in a changing world.

The Foundation was established in 1990 as a non-profit, 501(c)(3) corporation, and the IFMA Foundation is the only institution in the FM / Built Environment profession specifically designed to identify, fund and promote education and research for the advancement of facility management. The IFMA Foundation's ongoing commitment to ensure a quality built environment makes possible a host of research reports, educational tools and student scholarships. Support from IFMA members, chapters, councils and our Corporate partners ensures our continued efforts in sustaining education, providing scholarships and supporting research necessary for the advancement of the facility management profession.

Why You're Important to Us and how The Foundation is different from the Association

The IFMA Foundation is a separate entity from IFMA and receives no funding from annual membership dues to carry out its mission. Supported by the gen-

erosity of individual members, chapters, councils and corporate sponsors, tax-deductible donations to the IFMA Foundation provide education, research and scholarships for the benefit of FM professionals and students. Foundation contributors share our belief that education and research directly and significantly improve the facility management profession.

What We Do To Carry Out Our Mission...

Research, Scholarships, Education

Research

"The hard reality is that there is more the profession does not know about facility management than it realizes. HVAC, for example, is about a lot more than whether the room is too hot or too cold." Charles Claar, CFM, Foundation Secretary – Treasure and Knowledge Management Chair, 2005-2006.

"In order to keep the profession informed of new developments in the industry, ongoing research is essential. The IFMA Foundation funds worthwhile research projects that strengthen the multifaceted knowledge and skills of FM professionals." Sam Davidson, Current Chair of the IFMA Foundation - 2004-2005, and Kansas City Chapter President -1999.

Over the last five years the IFMA Foundation has authored many Research Reports and some of those include the following...

- In response to the September 11, 2001 attacks, the IFMA Foundation commissioned **Terrorism Report** designed for facility managers, which includes guidelines for prevention and response in the event of a terrorist attack.

Initially a hard copy of this report was mailed to all IFMA members at no charge. The report is now available to IFMA members in written form and members can also access the report on

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GOOD NEWS!



***Louis DiMiceli, CFM, CPA,
FLMI***

Property Manager

GE Insurance Solutions

and

***Daniel K. Schifferdecker,
CFM***

Services Supervisor,

Facilities

Sanofi-Aventis

Our Chapter's newest CFMs!

Welcome

to our Newest Chapter Members:

Tim Bukovac, Facility Maintenance
Missouri Gas Energy

Robert Croskell, President
CEI Electrical & Mechanical

Peter R. Albea, Service Sales Representative
Siemens Building Technologies

SO YOU WANT TO GET AHEAD?

PROFESSIONAL DEVELOPMENT IN KANSAS CITY IFMA

By Linda DeTienne, CFM, CFMJ



Recognize this logo?

It is the symbol of the most globally recognized certification bestowed upon a professional involved in facility management – the CFM: Certified Facility Manager. The CFM is the highest level of recognition/certification offered through the International Facility Management Association.

Top Five Reasons to Get Certified:

1. *Distinguish Yourself* – In today's competitive job market, your CFM status puts you ahead of the competition. CFMs have proven their abilities and demonstrated their commitment to achieving excellence in the profession.
2. *Invest in Your Future* – CFMs earn, on average, 13% more than non-certified facility managers. Earning your CFM is one of the most important career decisions you can make.
3. *Demonstrate Your Leadership and Initiative* – It's not easy to achieve CFM status. The CFM credential is a tangible sign of your success. Share your expertise and mentor up-and-coming members of your organization.
4. *Advance Your Profession* – Facility managers must be proficient in a wide range of competencies. The CFM program articulates the level of skill and talent required of the profession.
5. *Enhance Your Professional Network* – Enjoy opportunities to network during special CFM events within the chapter and at World Workplace.

We are forming a CFM Exam Preparation Study Group

now, which will meet this fall for a few hours each week to cover each of the core competencies and to discuss the actual exam sitting. This Study Group will be led by members of our KC Chapter who have achieved their CFM certification. The sessions will be informal, with an emphasis on helping answer questions you may have about the CFM exam.

The study is a definitive course of preparation for successfully completing the CFM examination. It is designed to provide those preparing to take the exam with increased confidence. It is not an in-depth study of FM, but rather an opportunity to self-evaluate your readiness to take the exam. The review discusses the exam format, sample questions, and information related to the nine core competency areas: Leadership and Management, Communication, Finance, Human and Environmental Factors, Planning and Project Management, Operations and Maintenance, Quality Assessment and Innovation, Real Estate, and Technology.

Still don't know if the CFM Study Group is for you? Allow me to share with you a letter from Michael Short, Director of Facilities for the City of Lenexa, who participated in the study groups formed in our local chapter and successfully passed the CFM exam.

"Uncertain if I should even attend a CFM review, but yet desiring to achieve a Facility Manager Certification for myself and to establish long lasting credibility in our Facilities Management Division, it was essential to learn what competencies were needed for a Facility Manager and what areas I personally needed additional training. Each CFM study

course I attended (and I attended more than one) provided me with the necessary guidance to achieve my CFM. I was certain if I attended one more study course Teena (Shouse) and Linda (DeTienne) would call security to remove me from the class room, but they were very accommodating, supportive, and encouraged me to realize my goal.

As I crossed the threshold of the testing center I told myself, Okay I'll take the test and after this I'll definitely know what areas to focus on. I took advantage of every minute thinking "Okay how would Doctor IFMA answer these questions?" Safety first and think globally echoed in my head, thanks to Teena. Finally time was up and all I had to do is to push the submit button. Okay this is it, now I'm going to see if all the reading, coaching, training, studying and life experience will pay off. To my surprise Congratulations, You passed came up on the monitor! I didn't believe it until after the testing assistant handed me the printout and said congratulations again, I must have read it two times before it finally sunk in. I was floating on air all the way to my SUV, and immediately I called my wife and told her I'M A CFM!

I'm honored and grateful to be a Certified Facility Manager and to be listed with such distinguished professionals. I would encourage professionals working in the facility management arena to continue investing in their education and professional development and to test for their CFM."

So jump on board – sign up to join us for the CFM Study Group. Contact Linda DeTienne at detienne@ncricat.com or 913-663-4111. If you have questions, please contact me!

INTERNATIONAL NEWS

Special commemorative *Legends & Legacies* issue of *FMJ* coming soon.

The special *Legends & Legacies* issue of the *Facility Management Journal (FMJ)*, which highlights facility management pioneers and the professionals who have made the Association what it is today, will be mailed to subscribers in mid-September. The focus of this September/October issue will be IFMA's anniversary. This year marks 25 years of IFMA's dedication to, influence on and support of the facility management profession.

Special to this issue are a timeline of the organization's history, along with articles about IFMA's accomplishments during the last 25 years. The September/October issue of the *FMJ* will also be distributed at IFMA's World Workplace Conference & Expo in October.

Industry and Interest Day 2005

Fifteen of IFMA's councils are participating in Industry and Interest Day! Included in your conference registration fee for World Workplace is admission to the Industry & Interest Day sessions hosted by IFMA's industry-specific councils. Sessions are scheduled for Oct. 23, 2005 at 9:30-10:45 a.m. at the Philadelphia Convention Center. A full description of each session can be found on the World Workplace Web site at <http://www.worldworkplace.org/northamerica/2005/>.

To learn more about IFMA's councils please contact council resource manager Leslie Scantlebury at 1-713-623-4362 ext. 142 or leslie.scantlebury@ifma.org.

AUDIO SEMINARS:

Sept. 15, 2005—noon CDT: **The Cabling Controversy: An Overview of the 2002 NEC Regulations on Permitted and Abandoned Cabling**

Speaker: Darlene Pope, President and Founder – CRE Partners. Register now!

Oct. 13, 2005—noon CDT: **Making Cents of Energy Audits**

Speaker: Tracy Phillips, LEED AP, Senior Engineer, Building Energy Evaluation Services Team Leader, Architectural Energy Corporation. Registration opens soon! Please visit www.ifma.org for more information or contact Geoff Yarbrough at 1-713-623-4362 ext. 114 or geoff.yarbrough@ifma.org.

IFMA's 2005 Fall Symposium Philadelphia Marriott Philadelphia, PA October 19-22, 2005

A collection of IFMA Competency Courses formerly known as Pre-Conference Education

Taking place prior to IFMA's World Workplace Conference and Expo 2005 from October 19-22 at the Philadelphia Marriot, the Fall Symposium is an ideal educational "appetizer" before heading to IFMA's largest educational and networking event of the year! Whether you're pursuing a credentialing program, seeking increased networking opportunities, or simply want to improve your knowledge and skills, IFMA's 2005 Fall Symposium is an informative, affordable and convenient answer to your professional development needs.

For more information on course offerings or to register now, visit:

www.ifma.org/profdev/symposium/fall2005.cfm

Lee Forrest Scholarship Endowment fulfilled

Sam Davidson, CFM, IFMA Foundation Chair, recently announced the fulfillment of the Lee Forrest Scholarship Endowment. The endowment was created to honor Lee Forrest, IFMA's first manager of certification and academic affairs, who passed away three years ago. The success of IFMA's certification program is largely due to Forrest's vision and commitment to excellence. With the generous donations received from members, chapters, councils and companies, as well as Forrest's many friends and colleagues, the IFMA Foundation surpassed the goal of \$35,000 to create the endowed scholarship.

A \$1,000 scholarship will be granted this year in Forrest's name, and funding will be provided for the winning student's travel to IFMA's World Workplace 2005 Conference and Expo in Philadelphia.

IFMA Newsreel

Following are more key days, noteworthy events, and contributions by pivotal players in the early years of IFMA.

1997 – Lanny Felder, CFM, JD was president. Health Care Council was established. IFMA was founding part

PRESIDENT'S PODIUM

(Continued from page 1)

The information you receive at IFMA's World Workplace is backed by 25 years of research, education, forecasting and career development for facility professionals. Celebrate IFMA's silver anniversary in historic Philadelphia. With several registration options to choose from, you and/or your FM team can attend one day, two days, or take advantage of the full three-day World Workplace experience.

More Than An Event...An Experience

If you plan to attend the conference, please contact Becky Beilharz at blbeilharz@aol.com. Becky will also need your banquet ticket if you plan to sit with the KC chapter at Tuesday night's Gala.

INTERNATIONAL NEWS

(Continued from page 6)

ner of the Center for the Built Environment. IFMA launched Info Center, a call center to answer membership questions. IFMA launched IFMAnet to replace IFMA OnLine, a section of www.ifma.org devoted to membership benefits such as the membership directory, *FMJ* and *IFMA News*. IFMA changed fiscal year from Jan. 1 through Dec. 31 to July 1 through June 30. IFMA Headquarters had 39 staff members. Membership surpassed 15,000. Two chapters were chartered. There were 3 members of the IFMA Fellows Class of 1997.

1998 – Kit Tuveson, CFM, IFMA Fellow was president. Environmental Health & Safety Council was established. IFMA launched JOBnet, an online job referral service. IFMA Headquarters had 41 staff members. Membership surpassed 16,000. Three chapters were chartered. IFMA Fellows Class of 1998 had 4 members.

1999 – Doug Aldrich, Ph.D., CFM, was president. FM Consultants Council was established. The IFMA Board of Directors voted to restructure itself from a representative to a strategic body. The membership approved the restructuring in a ballot initiative. IFMA Headquarters had 42 staff members. Membership surpassed 17,000. Four chapters were chartered. IFMA Fellows Class of 1999 had 3 members.

IFMA FOUNDATION RESEARCH

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IFMA's Web site both for a nominal fee. The original cost to author and mail this report to IFMA membership was approximately \$36,000, all of which was made possible by the IFMA Foundation.

- The Foundation is currently supporting a project that aims to identify how wireless technologies effect the built environment and will soon fund a research project that aims to identify and categorize 20+ years of published research on office environments published in the leading design/behavior and management research journals. The new wireless report will be made available at World Workplace in October 2005.

The following is a list of recent projects underwritten solely or in partnership by the Foundation. Reports are made available to IFMA members at reduced rates and sometimes at no charge.

- *Universal Design in the Workplace: Perceptions of Accessibility and Accommodation*, funded by the IFMA Foundation.
- *Violence in the Workplace*, funded by the IFMA Foundation and the Norman Polsky-Fixtures Furniture Endowment.

CFMs Know—Do You?

What is the minimum fire rating for a main exit corridor in an unsprinkled building?

- A. 2 hours
- B. 1 hour
- C. 4 hours
- D. 3 hours

The answer can be found on page 12.

August Program Review

Written by Michael Chamberlain and edited by Sandy Hicks

Archibus at Johnson County, KS – A Success Story

Program Meeting Presentation by Michael Chamberlain on Tuesday, August 16, 2005



Michael Chamberlain

Johnson County Facilities Management began Archibus implementation five years ago. The department has since grown, and its use of Archibus has grown with it.

Other agencies within County Government have begun to use Archibus for their own operational needs. The maintenance staff is using the Building Ops Module; the Information Technology Services networking group has been trained in the use of the telecom module; the Sheriff's office is using the F&E module for tracking its computers and other fixed assets, the Airport Commission has purchased the RP&L module to track its lease holdings; and departments are tracking their staff in the Space module.

The County has included specifications in their contracts for new facility design requiring Archibus based deliverables, such as equipment data, room finishes and all space polylined in both a composite and all room inventories. The Emergency Management department has plans to use the Emergency Prep module to assist in its Continuity of Government Plan, and the governing Board of County Commissioners recognizes that most of the decisions developed using SMP module is thorough, complete and reliable. In short, Johnson County has taken Ar-

chibus and truly turned it into a Total Infrastructure Facilities Management Tool.

County Background

The county provides services ranging from basic local government services, law enforcement and detention, courts, public and mental health, human services, wastewater, an airport commission, libraries and parks. These departments are housed in over 250 buildings totaling over 2 million sq. ft. The Facilities Management department provides support to all of the departments, and services 1.7 million sq. ft. of the total. (The Libraries, Parks & Rec. and Wastewater departments service most of their own facilities.) Facilities Management employs 84 staff, including maintenance techs, custodial, grounds keeping, administration and planning and design.

Archibus Purchase History

In 1999, the Board of County Commissioners (BOCC) directed the Facilities Dept to develop a Strategic Facilities Master Plan (SFMP). At the same time, they were looking at purchasing a CAFM system. Archibus was selected as the solution that would provide all of the tools and flexibility needed to accomplish all of this. Applied Data Systems, Inc. (ADSI) was chosen as the business partner.

Implementation – Pilot Project

The plan was to implement Space, Furniture & Equipment and Building Operations in the County Administration Building. A good set of CAD drawings existed for the building, including systems furniture layouts. ADSI provided the polylin-

ing services for the buildings using Overlay, and the team cataloged the polylines using a column grid room numbering system. The department had just completed an inventory of its major building systems for its capital replacement program, so entering this into the equipment tables was relatively easy. We developed an equipment naming convention, which allowed them to identify components of systems.

Concurrently with the pilot project, all of the county facilities were added into the Space Module. The Risk Management department had a comprehensive list of all Johnson County properties in Excel, which could be imported directly in to the building table and the property table. Those buildings that had CAD drawings were identified for polylining as soon as opportunity prevailed. That was to come sooner than expected. The County's organization structure was also entered at this time.

SFMP

In September of 2001, HDR Architects was hired as our consultant for the SFMP process. They had a staff member with Archibus experience on their team, whose first assignment was to complete the polylining of all of the remaining buildings. Use of the Composite Inventory method was chosen, since they could include the Vertical Penetrations, Service Areas and Group areas on separate layers. Those buildings that had CAD drawings were easy, but many of the older buildings had only paper drawings or nothing at all. The ones with paper had to be scanned and the TIFF im-

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Archibus at Johnson County

ages were used to create the poly-lines. The other buildings, all of them single story, single tenant, were field measured on the outside, and that was used to create an External Gross poly. This provided a very accurate existing department space allocation to start the programming phase of the SFMP.

The consultants and Facilities Staff met with each department to gather their space needs. They collected current need, as well as 5, 10 and 15 year projections. This included staff and support space. They did not establish space standards before they started, which, in retrospect, would have improved the process. Instead, the space standards were created after the data was gathered by collating the data for all departments.

After this the data was imported into the Space Budget Items table in the Strategic Planning Module. This information is not static, but is a "living document". The departments are asked to update their space needs annually, projecting out 15 years as in the original survey. These updates, along with projects under way, and changes in the political and economic climates, allow the plan to be modified every year. The SFMP process occupied all of the department's time for 15 months, so no other Archibus programs were initiated during that time.

Immediate Action Plan

In the afterglow of the SFMP, the BOCC asked for development of a plan to get several departments out of lease space, ease some other departments of their overcrowded conditions and take advantage of favorable building costs and low interest rates. Using the data from the Space

Module, the Space Budget Items Table and the Property table, a plan was developed that involved 24 of the 38 departments, over 650 staff members and 333,000 square feet. Adjacency requirements were considered. Three types of space were identified for acquisition or new construction: Office; Secured office; and Warehouse. The plan included acquisition or construction of new space and surplus existing space. And it provided over \$3 million per year in lease savings and avoidance.

"Because of the quality of the data in Archibus, we were able to put the preliminary plan together in one afternoon. The final plan was approved less than 6 months later, with minimal change to the original concept."

Building Operations – County wide

In June of 2004, in anticipation of an expansion of the department's services, a huge project was started to get all of that into Archibus. The entire summer was spent gathering equipment information from all of the buildings and importing it into Archibus. Rather than capture the level of detail that was entered for the Admin building, a higher level was started, just capturing those systems that actually have Preventive Maintenance procedures. Once the equipment was loaded, analysis of the existing PM schedules for each building, and the associated procedures was begun. It was found that there were inconsistencies from building to building in how some of the procedures were documented. Wherever possible, procedures were standardized, especially in the HVAC arena, although the building engineers are allowed some autonomy in when they schedule their Preventive Maintenance so each building has its own schedule.



County Wide Security Comprehensive Employee List / ID Badges

The Sheriff's Department expressed an interest in developing a standard county-wide ID badge for all staff, including volunteers, consultants, etc. Johnson County has Workplace Safety Coordinators (WPSC) in each department who are responsible for disseminating news to their staff concerning evacuation procedures, homeland security issues, drills, etc. They are also up to date on who sits where. It was decided that they would be the ideal caretakers for this information. Using the employee location screen in 14i, a routine is being developed to have the WPSCs update the employee table for new employees, changes and terminations. Since the ID badges would be mandatory, no one can get a badge until all of the necessary data has been entered into the system. The badge will use a barcode of the employee ID number. This number will be an auto number field, and will stay with the employee despite name changes, and inactivation and reactivation.

Incident Commander's Screen

John Green came up with the idea of a web based incident commander's screen that would give the IC the ability to see floor plans of the building, contact information and a list of staff in the building. It could also list the information for the build-

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Archibus at Johnson County

ing/site evacuation location. This would be a secure site.

Risk Management

The Risk Management department currently provides Facilities Management with their property list, which includes the insured value of the contents of the building. Facilities is negotiating with them to stop using Excel to track this and to use the Property table instead. This would eliminate one more extraneous data base tracking the same information.

Continuity of Government

The Emergency Management Department approached Facilities last year asking for information regarding all of the county space for an update to its Continuity of Government (COG) plan. This plan addresses issues on how government services will be maintained in the event of a disaster or major disruption to a building.

Individual departments are asked to provide information on how much space they would need to provide those services.

Move/Add/Change Process

Early on in the Archibus implementation, it was decided that the Move/Add/Change (MAC) processes needed to be addressed. A good work flow of the business process was arrived at and it was determined where Archibus played a role. Then it was placed on a back burner. One of the key elements Facilities wanted was to be able to track asset acquisition for those projects that would be involved in a MAC process. In October of 2004, they started looking closely at this portion of the work flow. Again, with the help of ADSI, a method was developed for tracking this data in Archibus. Our facilities planners were tracking this information in an Excel

spreadsheet, so a new table was built to align with the fields in the spreadsheet. The planners would have to go in to the spreadsheets and update all of the validating fields, and then they are simply imported into the new table. The table links to the furniture standard table, the project table, the building table and the vendor table. A Process Navigator screen was developed to bring it all together. With 14i now in place, and its robust ability to handle work flows, the next step is to automate the rest of the business flow, with its ticklers, alerts and notifications.

Facilities Design Deliverables

With all of the new construction and remodeling going on in the next several years, it was decided that it would save a lot of time if the contractors, architects, and vendors provided the information needed in a format that could be entered directly into Archibus. A set of guidelines was developed that are part of the RFP/contract for the deliverables. Depending on the scope of the work, CAD Drawings are requested that are already polylined to the room level, equipment data and location, and/or room finishes.

Other Projects

Room Finishes

As time permits, or when an area is remodeled, room finishes are entered into Archibus, using the CSI codes wherever possible. The room finishes table has been modified to account for upper and lower sections, as well as chair rail finish.

Capital Replacement Program / Condition Assessment

The Capital replacement program is currently in an Access database. It was developed in the days before Archibus. Facilities is getting ready to start using the condition assessment activity in Archibus as part of the annual PM procedures for major equipment, and for building enve-

lope. This will work in conjunction with the existing system until it can be converted into Archibus.

Telecom

The ITS Department has been trained in the use of the telecom module but have not implemented it yet. They are a small group and have not had the time to get the data entered into the system.

Conclusions

In the five years Johnson County Facilities Management has been using Archibus, they have been able to show its value to the organization on many occasions. Other departments, upon seeing its value, have joined the Archibus team. Their Strategic Plan has garnered interest from several other counties and states, all due to the validity and strength of the Archibus data. Work requests are handled in a timely manner and the requestor is kept apprised of the status. The list of equipment continues to grow and the level of detail is refined each time the data is touched. The departments that are interested can now use Archibus for tracking their office equipment and other fixed assets. Employee safety is increasing through the use of the employee table updates by the WPCs and the ID badges and the incident Commander Screens.

Every aspect of what is done in the Facilities Management department is touched in some way by Archibus. And it grows with each new initiative instituted. The amazing thing is that they have been able to accomplish all of this with a small group of people working part time on getting Archibus up and running. This would not have been possible without the flexibility and ease of use of Archibus.

The International Facility Management Association presents

THE FM EVENT YOU CAN'T AFFORD TO MISS

Join us in historic Philadelphia at the premier event for facility management professionals. Celebrate IFMA's silver anniversary with three days of exceptional education, networking and previews of products and services coming in 2006, all brought to you by the association serving the FM industry.

If you attend one FM event in the coming year, make it IFMA's World Workplace Conference and Expo this October!

Take advantage of early-bird rates. Register online today at www.worldworkplace.org or call 713-623-4362 to speak to an IFMA representative.

Don't miss the FM event in 2005!



2005 Conference & Expo
Philadelphia, Pa. October 23-25, 2005



Kansas City Chapter
INTERNATIONAL FACILITY MANAGEMENT ASSOCIATION CALENDAR

(All dates and times are subject to change)

DATE SPONSOR	PROGRAM	LOCATION	TIME
September 15 FM Audio Seminar	The Cabling Controversy: An Overview of the 2002 NEC Regulations on Permitted and Abandoned Cabling	BNIM Architects 106 W. 14th Street, 29th Floor Kansas City, MO 64105	11:45 a.m.-1:30 p.m.
September 20 KC IFMA	Delivering Power Presentations: How to Adapt People to Ideas and Ideas to People by Dr. Steven Beebe	Kauffman Foundation 4801 Rockhill Road Kansas City, MO	8:30 a.m.-11:30 a.m.
September 20 KC IFMA	A Leader's Skill in Listening by Dr. Steven Beebe	Kauffman Foundation 4801 Rockhill Road Kansas City, MO	11:30 a.m.-1:00 p.m.
October 11 KC IFMA	Monthly Meeting, TBD	TBD	11:30 a.m.-1:00 p.m.
October 19-22 IFMA	2005 Fall Symposium	Philadelphia Marriot Philadelphia, PA	
October 23-25 IFMA	World Workplace 2005 Conference and Expo	Philadelphia, PA	
December 13 KC IFMA	Save The Date—25th Anniversary Celebration		6:30 p.m.-10:30 p.m.

**Answer to CFMs Know—
Do You:

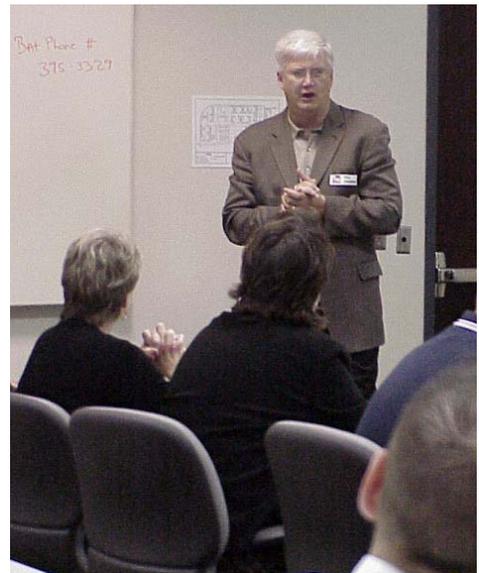
B. 1 hour**

*Kansas City Chapter of International
Facility Management Association*

The International Facility Management Association is a growing, fast-paced organization whose purpose is to strengthen and advance the knowledge base essential to leading the integration and optimization of the built environment worldwide. The Kansas City Chapter of IFMA is dedicated to carrying out this goal through the work of its members and the leadership of its Board of Directors.

Quick Pix

EDUCATIONAL SEMINAR GETTING AROUND BLUEPRINTS—8/25/05



Quick Pix



AUGUST MEETING
ARCHIBUS AT JOHNSON COUNTY