



OHIO FACILITIES CONSTRUCTION COMMISSION



*Online Maintenance Tool*

# **Financial View**

## **Job Aid**

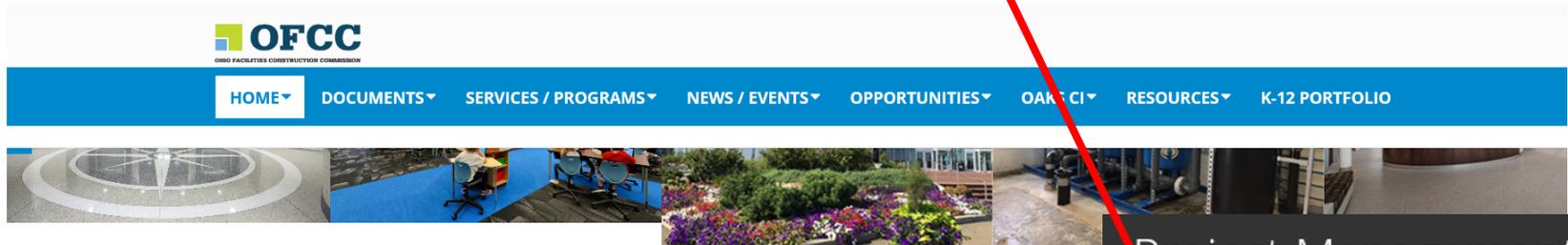
March 2019

# Agenda

- ON TRACK (Use Google Chrome)
  - System Navigation:
    - Logging in
    - Your ON TRACK home page
      - System Settings
      - Documents and Resources
      - Financial View:
        - Financial Report
        - Annual Report
        - Financial Summary of Critical / All Assets
        - Expendables for the Facility
        - Labor Breakdown Report
        - Capital Renewal Report of Critical/All Assets
        - Asset List
        - Maintenance Performance Report

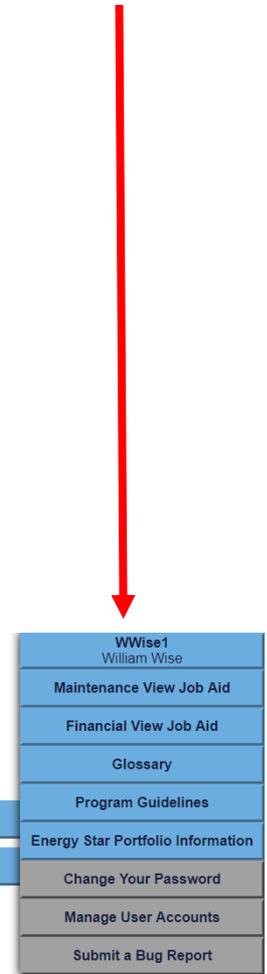
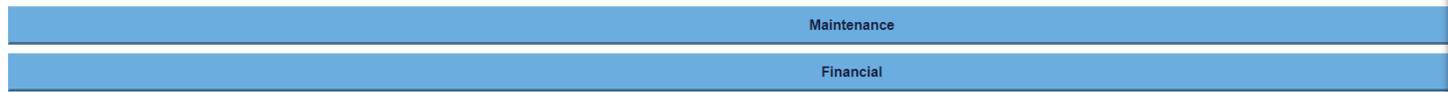
# Logging In

- ▶ From the OFCC website ([OFCC.ohio.gov](http://OFCC.ohio.gov)) in the bottom right corner, click the ON TRACK Online Maintenance Tool link
- ▶ Enter your User name and Password. Usernames and passwords are given by OFCC. Please contact Bill Bibbey @ [William.Bibbey@ofcc.ohio.gov](mailto:William.Bibbey@ofcc.ohio.gov) or by phone @ 614-466-6290



# Your ON TRACK Home Page

- ▶ Click the System Settings to access system options and resources:
  - ▶ Maintenance View Job Aid
  - ▶ Financial View Job Aid
  - ▶ Glossary of Terms
  - ▶ Program Guidelines
  - ▶ Energy Star Portfolio
  - ▶ Change Your Password
  - ▶ Manage User Accounts
  - ▶ Submit a Bug Report

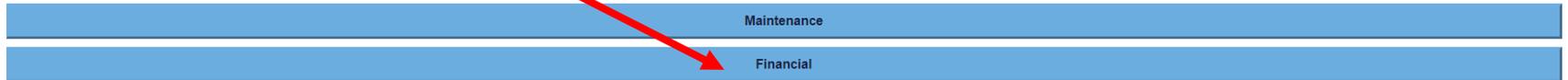


# Financial View: Activities/Information

- ▶ For financial activities and information, click the **Financial** button.



South-Western City



# Financial View: Activities/Information

- ▶ The tab at the top of the screen indicates that the **Financial tab** is 'open'.
- ▶ Two **reports** are available for **district-wide** purposes.
- ▶ Individual buttons can be selected for **building-specific** purposes.

South-Western City

Maintenance | Financial

Financial Report | Annual Report

Alton Hall Elementary | Bolton Crossing Elementary | Darbydale Elementary | Finland Elementary School | Franklin Heights High School | Harmon Elementary | Highland Park Elementary | JC Sommer Elementary | Monterey Elementary

Prairie Lincoln Elementary | Prairie Norton Elementary | Richard Avenue Elementary | Stiles Elementary | West Franklin Elementary

# Financial View: Financial Report

- ▶ Click on the **Financial Report** button.

The screenshot shows a web application interface for South-Western City. At the top, there is a header with the text "South-Western City" and a small logo on the right. Below the header is a navigation bar with two tabs: "Maintenance" and "Financial". The "Financial" tab is active. Below the navigation bar, there are two large buttons: "Financial Report" and "Annual Report". A red arrow points to the "Financial Report" button. Below these buttons, there are two rows of smaller buttons representing various schools. The first row contains: Alton Hall Elementary, Bolton Crossing Elementary, Darbydale Elementary, Finland Elementary School, Franklin Heights High School, Harmon Elementary, Highland Park Elementary, JC Sommer Elementary, and Monterey Elementary. The second row contains: Prairie Lincoln Elementary, Prairie Norton Elementary, Richard Avenue Elementary, Stiles Elementary, and West Franklin Elementary.

# Financial View: Financial Report

- ▶ District Cost Summary screen displays:
  - ▶ Facility Categories
  - ▶ Preventative Maintenance
  - ▶ Unplanned Repair
  - ▶ Planned Repair
  - ▶ Total Maintenance
  - ▶ Capital Renewal in 10 years
  - ▶ Capital Renewal in 20 years
- ▶ Total square footage for the district.

**South-Western City**

**Cost Summary by Category**

South-Western City building area: 1,027,517 sq. ft.

Category	Preventive Maintenance	Unplanned Repair	Planned Repair	Total Maintenance	Capital Renewal 10	Capital Renewal 20
ADA/Elevators/Lifts	\$46,000	\$12,000	\$0	\$58,000	\$83,000	\$0
Building Envelope	\$110,000	\$60,000	\$220,000	\$400,000	\$170,000	\$400,000
Electrical	\$150,000	\$69,000	\$280,000	\$500,000	\$770,000	\$180,000
HVAC Systems	\$180,000	\$98,000	\$430,000	\$710,000	\$65,000	\$980,000
Interiors	\$4,100	\$2,100	\$110,000	\$110,000	\$900,000	\$0
Kitchen Equipment	\$59,000	\$29,000	\$140	\$89,000	\$140,000	\$0
Life/Fire Safety	\$170,000	\$42,000	\$30,000	\$240,000	\$25,000	\$50,000
Misc. Equipment	\$42,000	\$21,000	\$3,700	\$66,000	\$100,000	\$0
Plumbing	\$62,000	\$39,000	\$22,000	\$120,000	\$81,000	\$50,000
Site	\$4,700	\$2,500	\$150,000	\$160,000	\$29,000	\$380,000
Structure/Support	\$11,000	\$6,500	\$0	\$17,000	\$0	\$120,000
<b>Total</b>	<b>\$840,000</b>	<b>\$380,000</b>	<b>\$1,200,000</b>	<b>\$2,500,000</b>	<b>\$2,400,000</b>	<b>\$2,200,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Financial Report

- ▶ Click the **+** or **-** to **expand** each column for cost breakdowns:
  - ▶ Hours
  - ▶ Labor
  - ▶ Material
  - ▶ Cost
  - ▶ \$/ft<sup>2</sup>
- ▶ Click the **+** or **-** to **collapse** the columns as needed

**South-Western City**

Home

**Cost Summary by Category**

South-Western City building area: 1,027,517 sq. ft.

Category	Preventive Maintenance					Unplanned Repair	Hours	Planned Repair				Total Maintenance	Capital Renewal 10	Capital Renewal 20
	Hours	Labor	Material	Cost	\$/ft <sup>2</sup>	Repair	Hours	Labor	Material	Cost	\$/ft <sup>2</sup>			
ADA/Elevators/Lifts	510	\$33,000	\$13,000	\$46,000	\$0.05	\$12,000	0	\$0	\$0	\$0	\$0	\$58,000	\$83,000	\$0
Building Envelope	2,400	\$76,000	\$38,000	\$110,000	\$0.11	\$60,000	3,700	\$130,000	\$93,000	\$220,000	\$0.22	\$400,000	\$170,000	\$400,000
Electrical	3,400	\$110,000	\$36,000	\$150,000	\$0.14	\$69,000	2,200	\$78,000	\$210,000	\$280,000	\$0.28	\$500,000	\$770,000	\$180,000
HVAC Systems	5,100	\$170,000	\$14,000	\$180,000	\$0.18	\$98,000	2,600	\$100,000	\$330,000	\$430,000	\$0.42	\$710,000	\$65,000	\$980,000
Interiors	120	\$3,800	\$370	\$4,100	\$0	\$2,100	2,400	\$76,000	\$30,000	\$110,000	\$0.10	\$110,000	\$900,000	\$0
Kitchen Equipment	1,700	\$55,000	\$4,100	\$59,000	\$0.06	\$29,000	2.9	\$92	\$45	\$140	\$0	\$89,000	\$140,000	\$0
Life/Fire Safety	3,900	\$140,000	\$25,000	\$170,000	\$0.16	\$42,000	81	\$4,200	\$25,000	\$30,000	\$0.03	\$240,000	\$25,000	\$50,000
Misc. Equipment	1,200	\$38,000	\$4,200	\$42,000	\$0.04	\$21,000	57	\$1,800	\$1,900	\$3,700	\$0	\$66,000	\$100,000	\$0
Plumbing	1,800	\$59,000	\$3,100	\$62,000	\$0.06	\$39,000	170	\$7,500	\$15,000	\$22,000	\$0.02	\$120,000	\$81,000	\$50,000
Site	140	\$4,500	\$250	\$4,700	\$0	\$2,500	1,700	\$67,000	\$85,000	\$150,000	\$0.15	\$160,000	\$29,000	\$380,000
Structure/Support	340	\$11,000	\$0	\$11,000	\$0.01	\$6,500	0	\$0	\$0	\$0	\$0	\$17,000	\$0	\$120,000
<b>Total</b>	<b>21,000</b>	<b>\$700,000</b>	<b>\$140,000</b>	<b>\$840,000</b>	<b>\$0.82</b>	<b>\$380,000</b>	<b>13,000</b>	<b>\$470,000</b>	<b>\$780,000</b>	<b>\$1,200,000</b>	<b>\$1</b>	<b>\$2,500,000</b>	<b>\$2,400,000</b>	<b>\$2,200,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Annual Report

- ▶ Click on the **Annual Report** button.

South-Western City

Maintenance | Financial

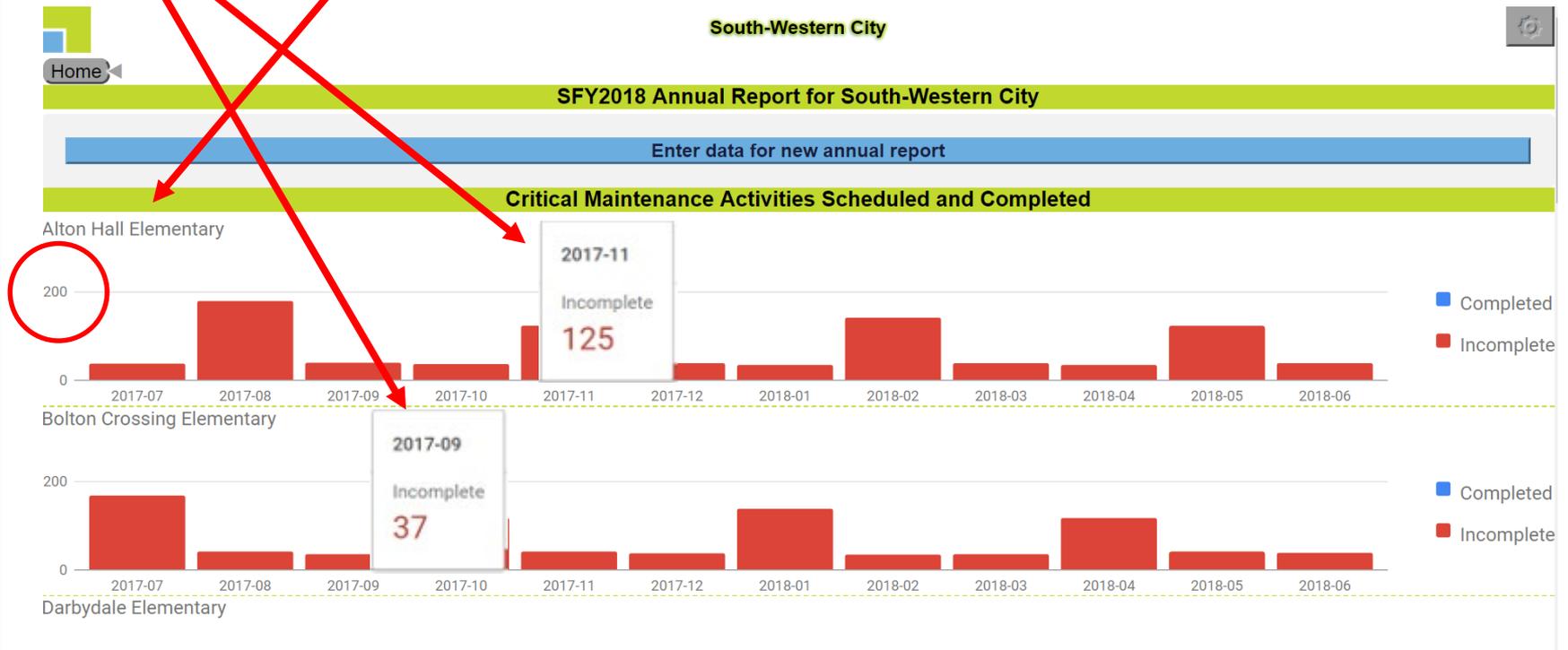
Financial Report | Annual Report

Alton Hall Elementary | Bolton Crossing Elementary | Darbydale Elementary | Finland Elementary School | Franklin Heights High School | Harmon Elementary | Highland Park Elementary | JC Sommer Elementary | Monterey Elementary

Prairie Lincoln Elementary | Prairie Norton Elementary | Richard Avenue Elementary | Stiles Elementary | West Franklin Elementary

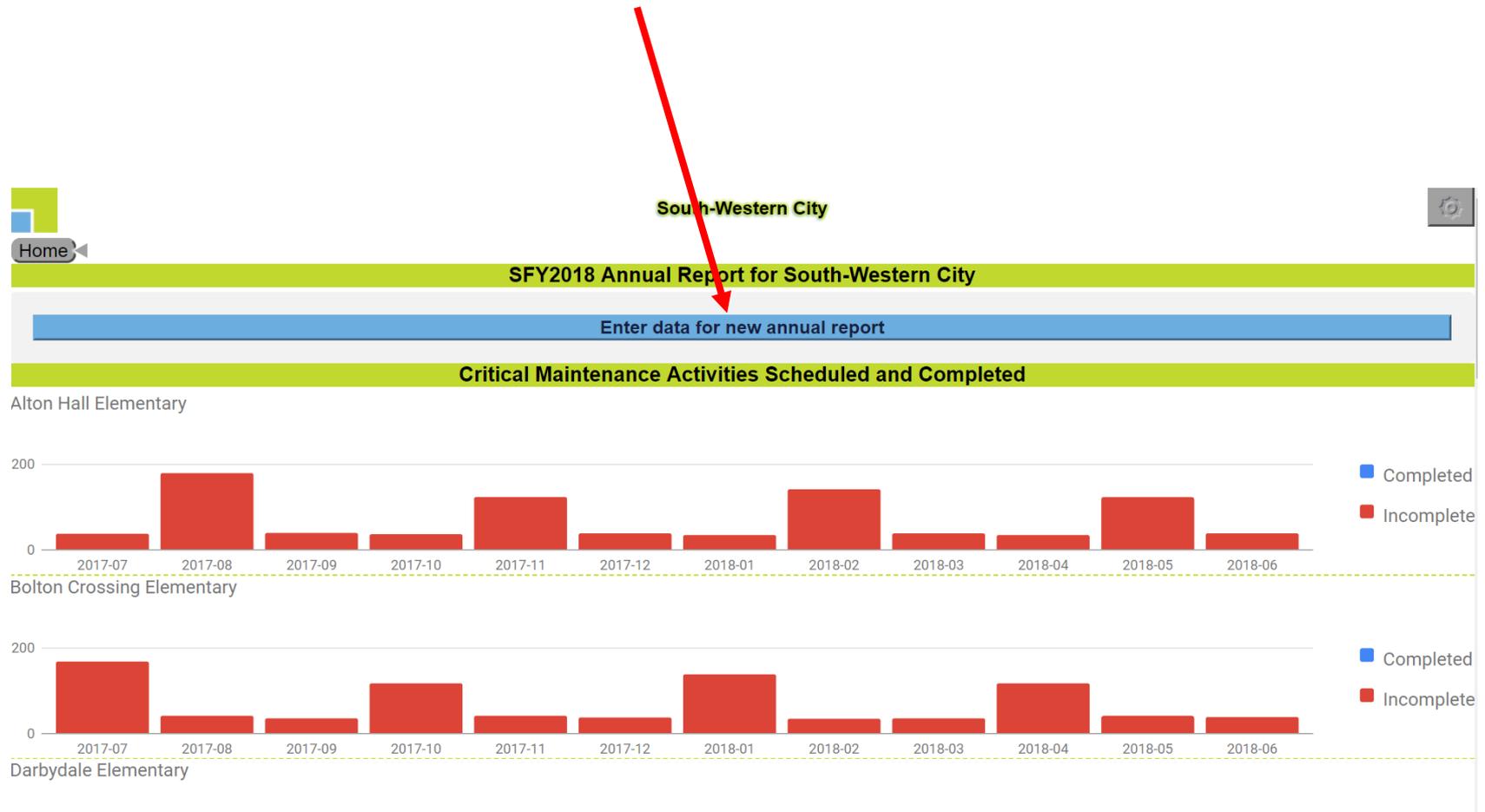
# Financial View: Annual Report

- ▶ Monthly **scheduled and completed** critical maintenance activities for each building are automatically tracked.
- ▶ **Completed** (blue) and **Incomplete** (red) results are displayed in the bar graph.
- ▶ **Hover** over any bar on the graph to display the # of incomplete tasks.



# Financial View: Annual Report

- ▶ Click on the **Enter data for new annual report** button



# Financial View: Annual Report

- ▶ Enter the **district-wide** data into the fields provided.
- ▶ Click the **Save Changes** button to update the system.

South-Western City

Home Annual Report

Provide Data for Annual Report

Total maintenance expenditures Jul 1, 2017 – Jun 30, 2018: \$

034 Maintenance Fund balance as of Jun 30, 2018: \$

Permanent Improvement Fund balance that is available for capital renewal as of Jun 30, 2018: \$

Total number of full-time maintenance staff as of Jun 30, 2018:

Total number of part-time maintenance staff as of Jun 30, 2018:

Total number of full-time custodial staff as of Jun 30, 2018:

Total number of part-time custodial staff as of Jun 30, 2018:

Name of CMMS you use to track maintenance, instead of this:

% of scheduled PM and inspection activities performed Jul 1, 2017 – Jun 30, 2018:  %

# Financial View: Activities and Information

- ▶ Select a **building**

The screenshot shows a web application interface for South-Western City. At the top, there is a navigation bar with 'Maintenance' and 'Financial' tabs. Below this, there are two main sections: 'Financial Report' and 'Annual Report'. Under the 'Financial Report' section, there is a grid of buttons representing different buildings. A red arrow points from the text 'Select a building' to the 'Franklin Heights High School' button.

Financial Report					Annual Report			
Alton Hall Elementary	Bolton Crossing Elementary	Darbydale Elementary	Finland Elementary School	Franklin Heights High School	Harmon Elementary	Highland Park Elementary	JC Sommer Elementary	Monterey Elementary
Prairie Lincoln Elementary	Prairie Norton Elementary	Richard Avenue Elementary	Stiles Elementary	West Franklin Elementary				

# Financial View: Activities and Information

- ▶ These options are available. Click on a button.

The screenshot displays a user interface for Franklin Heights High School. At the top center, the text "Franklin Heights High School" is shown. A red arrow points down from the text in the preceding list to this header. On the left side, there is a "Home" button with a left-pointing arrow. On the right side, there is a gear icon representing settings. Below the header, there is a vertical list of ten buttons. The first seven buttons are light green, and the last three are light blue. The buttons are labeled as follows:

- Financial Summary of Critical Assets
- Financial Summary of All Assets
- Expendables for This Facility
- Labor Breakdown Report for This Facility
- Capital Renewal Report of Critical Assets
- Capital Renewal Report of All Assets
- Asset List
- Maintenance Performance Report

# Financial View: Financial Summary–Critical Assets

- ▶ Click the **Financial Summary of Critical Assets** button

The screenshot displays a software interface for Franklin Heights High School. At the top, the school's name is centered. On the left, there is a 'Home' button with a left-pointing arrow. On the right, there is a settings gear icon. Below the header, a vertical list of ten menu items is shown, each in a colored bar. A red arrow points from the text 'Financial Summary of Critical Assets' in the first bullet point above to the first menu item. The menu items are: 'Financial Summary of Critical Assets' (green bar), 'Financial Summary of All Assets' (green bar), 'Expendables for This Facility' (green bar), 'Labor Breakdown Report for This Facility' (green bar), 'Capital Renewal Report of Critical Assets' (green bar), 'Capital Renewal Report of All Assets' (green bar), 'Asset List' (blue bar), and 'Maintenance Performance Report' (blue bar).

Franklin Heights High School

Home

- Financial Summary of Critical Assets
- Financial Summary of All Assets
- Expendables for This Facility
- Labor Breakdown Report for This Facility
- Capital Renewal Report of Critical Assets
- Capital Renewal Report of All Assets
- Asset List
- Maintenance Performance Report

# Financial View: Financial Summary–Critical Assets

- ▶ Cost Summary by Critical Category screen displays:
  - ▶ Critical Categories
  - ▶ Preventative Maintenance
  - ▶ Unplanned Repair
  - ▶ Planned Repair
  - ▶ Total Maintenance
  - ▶ Capital Renewal in 10 years
  - ▶ Capital Renewal in 20 years
- ▶ Total square footage for the building

**Franklin Heights High School**

Home Facility

**Cost Summary by Critical Category**

building area: 171,310 sq. ft. 2010 Cost Set

Category	Preventive Maintenance	Unplanned Repair	Planned Repair	Total Maintenance	Capital Renewal 10	Capital Renewal 20
<b>Building Envelope</b>	\$5,400	\$2,800	\$1,800	\$10,000	\$0	\$25,000
<b>Electrical</b>	\$14,000	\$6,500	\$22,000	\$42,000	\$69,000	\$0
<b>HVAC Systems</b>	\$19,000	\$10,000	\$57,000	\$86,000	\$7,000	\$120,000
<b>Life/Fire Safety</b>	\$27,000	\$6,900	\$3,700	\$38,000	\$2,800	\$5,000
<b>Plumbing</b>	\$2,900	\$1,800	\$980	\$5,700	\$4,300	\$3,500
<b>Total</b>	<b>\$68,000</b>	<b>\$28,000</b>	<b>\$85,000</b>	<b>\$180,000</b>	<b>\$83,000</b>	<b>\$160,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Financial Summary–Critical Assets

- ▶ Click the + or – to **expand** each column for cost breakdowns:
  - ▶ Hours
  - ▶ Labor
  - ▶ Material
  - ▶ Cost
  - ▶ \$/ft2
- ▶ Click the + or – to **collapse** the columns as needed

**Franklin Heights High School**

Home Facility

**Cost Summary by Critical Category**

building area: 171,310 sq. ft. 2010 Cost Set

Category	+ Preventive Maintenance	- Unplanned Repair				+ Planned Repair	▶ Total Maintenance	- Capital Renewal 10		▶ Capital Renewal 20
		Labor	Material	Cost	\$/ft <sup>2</sup>			Cost	\$/ft <sup>2</sup>	
<a href="#">Building Envelope</a>	\$5,400	\$1,700	\$1,100	\$2,800	\$0.02	\$1,800	\$10,000	\$0	\$0	\$25,000
<a href="#">Electrical</a>	\$14,000	\$4,300	\$2,200	\$6,500	\$0.04	\$22,000	\$42,000	\$69,000	\$0.40	\$0
<a href="#">HVAC Systems</a>	\$19,000	\$9,400	\$770	\$10,000	\$0.06	\$57,000	\$86,000	\$7,000	\$0.04	\$120,000
<a href="#">Life/Fire Safety</a>	\$27,000	\$6,000	\$850	\$6,900	\$0.04	\$3,700	\$38,000	\$2,800	\$0.02	\$5,000
<a href="#">Plumbing</a>	\$2,900	\$1,700	\$80	\$1,800	\$0.01	\$980	\$5,700	\$4,300	\$0.03	\$3,500
<b>Total</b>	<b>\$68,000</b>	<b>\$23,000</b>	<b>\$5,000</b>	<b>\$28,000</b>	<b>\$0.16</b>	<b>\$85,000</b>	<b>\$180,000</b>	<b>\$83,000</b>	<b>\$0.48</b>	<b>\$160,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Financial Summary–All Assets

- ▶ Click the **Financial Summary of All Assets** button



The screenshot shows a web interface for Franklin Heights High School. At the top, there is a logo on the left, the text "Franklin Heights High School" in the center, and a settings gear icon on the right. Below the header is a "Home" button. A vertical menu of buttons is displayed, with a red arrow pointing to the "Financial Summary of All Assets" button. The menu items are:

- Financial Summary of Critical Assets
- Financial Summary of All Assets
- Expendables for This Facility
- Labor Breakdown Report for This Facility
- Capital Renewal Report of Critical Assets
- Capital Renewal Report of All Assets
- Asset List
- Maintenance Performance Report

# Financial View: Financial Summary–All Assets

- ▶ Cost Summary by Category screen displays:
  - ▶ All Categories
  - ▶ Preventative Maintenance
  - ▶ Unplanned Repair
  - ▶ Planned Repair
  - ▶ Total Maintenance
  - ▶ Capital Renewal in 10 years
  - ▶ Capital Renewal in 20 years
- ▶ Total square footage for the building

**Franklin Heights High School**

Home Facility

**Cost Summary by Category**

building area: 171,310 sq. ft. 2010 Cost Set

Category	Preventive Maintenance	Unplanned Repair	Planned Repair	Total Maintenance	Capital Renewal 10	Capital Renewal 20
<a href="#">ADA/Elevators/Lifts</a>	\$3,900	\$980	\$0	\$4,900	\$8,400	\$0
<a href="#">Building Envelope</a>	\$16,000	\$8,300	\$31,000	\$56,000	\$25,000	\$56,000
<a href="#">Electrical</a>	\$21,000	\$9,800	\$41,000	\$72,000	\$110,000	\$21,000
<a href="#">HVAC Systems</a>	\$20,000	\$11,000	\$57,000	\$88,000	\$7,000	\$120,000
<a href="#">Interiors</a>	\$1,100	\$550	\$22,000	\$23,000	\$180,000	\$0
<a href="#">Kitchen Equipment</a>	\$4,900	\$2,500	\$8	\$7,400	\$17,000	\$0
<a href="#">Life/Fire Safety</a>	\$27,000	\$6,900	\$3,700	\$38,000	\$2,800	\$5,000
<a href="#">Misc. Equipment</a>	\$4,200	\$2,100	\$380	\$6,600	\$14,000	\$0
<a href="#">Plumbing</a>	\$9,700	\$6,100	\$3,300	\$19,000	\$12,000	\$3,700
<a href="#">Site</a>	\$940	\$490	\$27,000	\$29,000	\$7,800	\$69,000
<a href="#">Structure/Support</a>	\$1,900	\$1,100	\$0	\$3,100	\$0	\$21,000
<b>Total</b>	<b>\$110,000</b>	<b>\$50,000</b>	<b>\$190,000</b>	<b>\$350,000</b>	<b>\$380,000</b>	<b>\$300,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Financial Summary–All Assets

- ▶ Click the **+** or **-** to **expand** each column for cost breakdowns:
  - ▶ Hours
  - ▶ Labor
  - ▶ Material
  - ▶ Cost
  - ▶ \$/ft2
- ▶ Click the **+** or **-** to **collapse** the columns as needed

**Franklin Heights High School**

Home Facility

**Cost Summary by Category**

building area: 171,310 sq. ft. 2010 Cost Set

Category	Preventive Maintenance					Unplanned Repair		Planned Repair				Total Maintenance	Capital Renewal 10	Capital Renewal 20
	Hours	Labor	Material	Cost	\$/ft <sup>2</sup>	Repair	Hours	Labor	Material	Cost	\$/ft <sup>2</sup>			
ADA/Elevators/Lifts	50.	\$2,900	\$1,000	\$3,900	\$0.02	\$980	0	\$0	\$0	\$0	\$0	\$4,900	\$8,400	\$0
Building Envelope	330	\$11,000	\$5,400	\$16,000	\$0.09	\$8,300	520	\$18,000	\$13,000	\$31,000	\$0.18	\$56,000	\$25,000	\$56,000
Electrical	470	\$15,000	\$5,800	\$21,000	\$0.12	\$9,800	370	\$12,000	\$28,000	\$41,000	\$0.24	\$72,000	\$110,000	\$21,000
HVAC Systems	580	\$19,000	\$1,600	\$20,000	\$0.12	\$11,000	290	\$11,000	\$46,000	\$57,000	\$0.33	\$88,000	\$7,000	\$120,000
Interiors	30.	\$960	\$110	\$1,100	\$0.01	\$550	460	\$15,000	\$7,100	\$22,000	\$0.13	\$23,000	\$180,000	\$0
Kitchen Equipment	140	\$4,500	\$380	\$4,900	\$0.03	\$2,500	0.16	\$5	\$3	\$8	\$0	\$7,400	\$17,000	\$0
Life/Fire Safety	690	\$24,000	\$3,400	\$27,000	\$0.16	\$6,900	12	\$530	\$3,200	\$3,700	\$0.02	\$38,000	\$2,800	\$5,000
Misc. Equipment	120	\$3,700	\$430	\$4,200	\$0.02	\$2,100	5.8	\$190	\$190	\$380	\$0	\$6,600	\$14,000	\$0
Plumbing	290	\$9,400	\$370	\$9,700	\$0.06	\$6,100	26	\$1,100	\$2,200	\$3,300	\$0.02	\$19,000	\$12,000	\$3,700
Site	28	\$900	\$40	\$940	\$0.01	\$490	310	\$12,000	\$15,000	\$27,000	\$0.16	\$29,000	\$7,800	\$69,000
Structure/Support	60.	\$1,900	\$0	\$1,900	\$0.01	\$1,100	0	\$0	\$0	\$0	\$0	\$3,100	\$0	\$21,000
<b>Total</b>	<b>2,800</b>	<b>\$93,000</b>	<b>\$19,000</b>	<b>\$110,000</b>	<b>\$0.65</b>	<b>\$50,000</b>	<b>2,000</b>	<b>\$70,000</b>	<b>\$120,000</b>	<b>\$190,000</b>	<b>\$1</b>	<b>\$350,000</b>	<b>\$380,000</b>	<b>\$300,000</b>

All values are presented rounded to 2 significant figures.

# Financial View: Expendables for this Facility

- ▶ Click the **Expendables for This Facility** button

The screenshot displays a software interface for Franklin Heights High School. At the top, there is a header with the school name and a settings icon. Below the header is a navigation bar with a 'Home' button. The main content area consists of a vertical list of ten menu items, each represented by a horizontal bar. The first seven bars are green, and the last three are blue. A red arrow points from the text above to the 'Expendables for This Facility' menu item.

Menu Item
Financial Summary of Critical Assets
Financial Summary of All Assets
Expendables for This Facility
Labor Breakdown Report for This Facility
Capital Renewal Report of Critical Assets
Capital Renewal Report of All Assets
Asset List
Maintenance Performance Report

# Financial View: Expendables for this Facility

- ▶ Click the **Expendables for This Facility** button.
- ▶ Detailed parts, quantities, costs and notes are displayed for each asset.

Grove Patterson Elementary School

Home Facility

**Expendables**

Asset	Expendable Name	Cost	Quantity	Supplier	Notes
AHU-1 Air Handling Unit (11250 CFM)	Belts	\$15.00	3		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicated installation date.
AHU-1 Air Handling Unit (11250 CFM)	Belts	\$40.00	4		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-1 Air Handling Unit (11250 CFM)	Filters	\$600.00	36		Check filters every 3 months and replace as needed. (16) 20"x24"x2" Pleated 30-35% Eff. (8) 12"x24"x2" Pleated 30-35% Eff. (8) 20"x24"x2" Cartridge 60-65% Eff. (4) 12"x24"x2" Cartridge 60-65% Eff.
AHU-1 Air Handling Unit (11250 CFM)	Filters	\$450.00	24		Check filters every 3 months and replace as needed. (8) 12"x24"x2" Pleated 30-35% Eff. (8) 24"x24"x2" Pleated 30-35% Eff. (4) 12"x24"x2" Cartridge 60-65% Eff. (4) 24"x24"x12" Cartridge 60-65% Eff.
AHU-2 Air Handling Unit (13400 CFM)	Belts	\$40.00	4		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-2 Air Handling Unit (13400 CFM)	Belts	\$40.00	4		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-2 Air Handling Unit (13400 CFM)	Filters	\$450.00	24		Check filters every 3 months and replace as needed. (8) 12"x24"x2" Pleated 30-35% Eff. (8) 24"x24"x2" Pleated 30-35% Eff. (4) 12"x24"x2" Cartridge 60-65% Eff. (4) 24"x24"x12" Cartridge 60-65% Eff.
AHU-2 Air Handling Unit (13400 CFM)	Filters	\$450.00	24		Check filters every 3 months and replace as needed. (8) 12"x24"x2" Pleated 30-35% Eff. (8) 24"x24"x2" Pleated 30-35% Eff. (4) 12"x24"x2" Cartridge 60-65% Eff. (4) 24"x24"x12" Cartridge 60-65% Eff.
AHU-3 Air Handling Unit (28000 CFM)	Belts	\$25.00	5		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-3 Air Handling Unit (28000 CFM)	Filters	\$900.00	45		Check filters every 3 months and replace as needed. (6) 20"x24"x2" Pleated 30-35% Eff. (24) 20"x20"x2" Pleated 30-35% Eff. (3) 20"x24"x2" Cartridge 60-65% Eff. (12) 20"x20"x2" Cartridge 60-65% Eff.
AHU-4 Air Handling Unit (14000 CFM)	Belts	\$40.00	4		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-4 Air Handling Unit (14000 CFM)	Belts	\$40.00	4		For replacement parts, refer to the model number and serial number of the unit as stamped on the serial plate attached to the unit. Indicate installation date.
AHU-4 Air Handling Unit (14000 CFM)	Filters	\$450.00	24		Check filters every 3 months and replace as needed. (8) 12"x24"x2" Pleated 30-35% Eff. (8) 24"x24"x2" Pleated 30-35% Eff. (4) 12"x24"x2" Cartridge 60-65% Eff. (4) 24"x24"x12" Cartridge 60-65% Eff.
AHU-4 Air Handling Unit (14000 CFM)	Filters	\$450.00	24		Check filters every 3 months and replace as needed. (8) 12"x24"x2" Pleated 30-35% Eff.

# Financial View: Labor Breakdown Report

- ▶ Click the **Labor Breakdown for This Facility** button

The screenshot shows a software interface for Franklin Heights High School. At the top left is a logo with a 'Home' button. At the top right is the school name 'Franklin Heights High School' and a settings gear icon. Below these are ten menu items, each in a colored bar. A red arrow points to the fifth item, 'Labor Breakdown Report for This Facility'.

Menu Item	Color
Financial Summary of Critical Assets	Light Green
Financial Summary of All Assets	Light Green
Expendables for This Facility	Light Green
Labor Breakdown Report for This Facility	Light Green
Capital Renewal Report of Critical Assets	Light Green
Capital Renewal Report of All Assets	Light Green
Asset List	Blue
Maintenance Performance Report	Blue

# Financial View: Labor Breakdown Report

- ▶ Annual labor factors and zero-based budget estimates for in-house and outsourced labor is displayed.
- ▶ If significant changes to building assets occur, the updated labor estimates will be reflected here.

Home		Facility					
<b>Franklin Heights High School</b>							
<b>Labor Breakdown report</b>							
Approved Plan Date: —							
<b>Labor Factors</b>							
<i>(Based on a 2,080 employee-hour year)</i> <b>Avg Hours</b>							
Holiday/Vacation/Sick			100				
Training			10				
Administrative			10				
Other			10				
<b>Total Avg work hours per FTE</b>			<b>1950</b>				
<b>Zero-Based Budget Labor Estimate</b>							
<b>Right Source Breakdown</b>							
	ZBB Hours Total	In-House %	In House Hours	In House FTE	Out-Source %	Out-Source Hours	Out-Source FTE
Preventive Maintenance	2778	70	1945	1.0	30	833	0.4
Unplanned Maintenance	1266	30	380	0.2	70	886	0.5
Planned Repair	1989	30	597	0.3	70	1392	0.7
<b>Totals</b>	<b>6033</b>	<b>N/A</b>	<b>2922</b>	<b>1.5</b>	<b>N/A</b>	<b>3111</b>	<b>1.6</b>

# Financial View: Capital Renewal – Critical Assets

- ▶ Click the **Capital Renewal Report of Critical Assets** button

The screenshot displays a web application interface for Franklin Heights High School. At the top left, there is a logo and a 'Home' button. The title 'Franklin Heights High School' is centered at the top, with a settings icon on the right. Below the title is a vertical list of report options, each in a colored bar. A red arrow points from the text in the first bullet point to the 'Capital Renewal Report of Critical Assets' bar.

Report Name
Financial Summary of Critical Assets
Financial Summary of All Assets
Expendables for This Facility
Labor Breakdown Report for This Facility
<b>Capital Renewal Report of Critical Assets</b>
Capital Renewal Report of All Assets
Asset List
Maintenance Performance Report

# Financial View: Capital Renewal – Critical Assets

- ▶ The building’s capital renewal costs (for critical components) are displayed.
- ▶ Categories, Asset Names, Quantities, Replacement Costs, Replacement Dates and the Capital Renewal Types are listed.
- ▶ This information is used to forecast long range equipment replacement costs.

Home Facility
Franklin Heights High School
⚙️

**Capital Renewal Report**

## Totals by Year

Year	Total CR Cost
2023	\$84,000
2025	\$230,000
2027	\$3,400
2028	\$2,500
2030	\$3,100,000
2033	\$2,500,000
2035	\$2,800,000
2036	\$68,000
2038	\$2,500
2040	\$360,000
2045	\$1,300,000
2050	\$300,000
2053	\$10,000
2055	\$550,000
2060	\$630,000
2065	\$250,000
2075	\$670,000
2090	\$2,000,000
2095	\$1,700,000

Cat.	Asset Name	Replacement Cost	Replacement Date	Capital Renewal Type
INTR	Carpet	12 x 1000 sq.ft. x \$6,000 = \$72,000	2023-08-27	CR10
INTR	Walk Off Mat	2 x 1000 sq.ft. x \$6,000 = \$12,000	2023-08-27	CR10
FFFS	Backflow Preventer	1 each x \$4,300 = \$4,300	2025-08-26	CR20
FFFS	Copy of Backflow Preventer	1 each x \$4,300 = \$4,300	2025-08-26	CR10
FFFS	Jockey Pump JP-1	1 each x \$2,800 = \$2,800	2025-08-26	CR10
HVAC	Controls (DDC Programmable)	1 each x \$17,000 = \$17,000	2025-08-26	CR10
PLUM	Water Fountain G1	20 each x \$1,300 = \$25,000	2025-08-26	CR10

# Financial View: Capital Renewal – All Assets

- ▶ Click the **Capital Renewal Report of All Assets** button

The screenshot displays a web application interface for Franklin Heights High School. At the top left, there is a logo and a 'Home' button. The main title 'Franklin Heights High School' is centered at the top. On the right side, there is a settings gear icon. Below the title, a list of menu items is presented in horizontal bars. The first seven bars are light green, and the last two are light blue. A red arrow originates from the text 'Capital Renewal Report of All Assets' in the first bullet point and points to the corresponding menu item in the screenshot.

Menu Item
Financial Summary of Critical Assets
Financial Summary of All Assets
Expendables for This Facility
Labor Breakdown Report for This Facility
Capital Renewal Report of Critical Assets
Capital Renewal Report of All Assets
Asset List
Maintenance Performance Report

# Financial View: Capital Renewal – All Assets

- ▶ The building’s capital renewal costs (for all assets) are displayed.
- ▶ Categories, Asset Names, Quantities, Replacement Costs, Replacement Dates and the Capital Renewal Types are listed.
- ▶ This information is used to forecast long range equipment replacement costs

Home		Facility		Franklin Heights High School		Capital Renewal Report	
<b>Totals by Year</b>							
<b>Year</b>	<b>Total CR Cost</b>						
2023	\$84,000						
2025	\$230,000						
2027	\$3,400						
2028	\$2,500						
2030	\$3,100,000						
2033	\$2,500,000						
2035	\$2,800,000						
2036	\$68,000						
2038	\$2,500						
2040	\$360,000						
2045	\$1,300,000						
2050	\$300,000						
2053	\$10,000						
2055	\$550,000						
2060	\$630,000						
2065	\$250,000						
2075	\$670,000						
2090	\$2,000,000						
2095	\$1,700,000						
<b>Cat.</b>	<b>Asset Name</b>	<b>Replacement Cost</b>		<b>Replacement Date</b>	<b>Capital Renewal Type</b>		
INTR	Carpet	12 x 1000 sq.ft. x	\$6,000 = \$72,000	2023-08-27	CR10		
INTR	Walk Off Mat	2 x 1000 sq.ft. x	\$6,000 = \$12,000	2023-08-27	CR10		
LFFS	Backflow Preventer	1 each x	\$4,300 = \$4,300	2025-08-26	CR20		
LFFS	Copy of Backflow Preventer	1 each x	\$4,300 = \$4,300	2025-08-26	CR10		
LFFS	Jockey Pump JP-1	1 each x	\$2,800 = \$2,800	2025-08-26	CR10		
HVAC	Controls (DDC Programmable)	1 each x	\$17,000 = \$17,000	2025-08-26	CR10		
PLUM	Water Fountain G1	20 each x	\$1,300 = \$25,000	2025-08-26	CR10		

# Financial View: Asset List

- ▶ Click the **Asset List** button

Franklin Heights High School

Home

- Financial Summary of Critical Assets
- Financial Summary of All Assets
- Expendables for This Facility
- Labor Breakdown Report for This Facility
- Capital Renewal Report of Critical Assets
- Capital Renewal Report of All Assets
- Asset List**
- Maintenance Performance Report

# Financial View: Asset List

- ▶ To expand or collapse specific asset information, click the **+** or **-** next to each asset.
- ▶ Click on the **Edit** button to update the asset information.
- ▶ Click the **Copy** button to copy the asset information.
- ▶ Click the **Add** button to add another asset.

Franklin Heights High School

Home Facility

Asset List

Life / Fire Safety

FFS 1. General

Backflow Preventer x2

- Backflow Preventer

Manufacturer: **Watts Regulator Co.**  
Supplier: **Central Fire Protection Co., Inc.**  
Location: 413  
Model: 709DCDA  
Warranty Start Date: 2015-08-27  
Lifespan: 10 years  
Warranty Duration: 1 year

Edit Copy

+ Copy of Backflow Preventer

Add Backflow Preventer

+ Fire Pump

+ Jockey Pump

+ Sprinkler Heads 112

+ Control Panel

+ Annunciator Panel (fire) x3

+ Pull Stations x42

+ Duct Detectors (photo sensor) x11

+ Smoke Detectors (Sensor) x53

+ Heat Detector (Sensor) x20

FFS 2. Kitchen and Lab

+ Kitchen Hood

+ Lab Hood x5

FFS 3. Emergency Eyewash / Shower

+ Emergency Eyewash / Shower x11

FFS 4. Fire Extinguisher

+ Fire Extinguisher x18

ADA / Elevators / Lifts

ADAE 6. Elevators

+ Elevators

ADAE 7. Power Door Openers

+ Power Door Openers x8

HVAC Systems

HVAC 10. Cooling Plant

+ Chiller (scroll, water cooled) (VAR) x2

+ Expansion Tank (Cooling Loop) x2

+ Chilled Water Pump (VAR) x4

+ Air separator (Cooling Loop) x2

Upload LFFS O&M PDFs

Upload ADAE O&M PDFs

Upload HVAC O&M PDFs

# Financial View: Asset List

- ▶ Assets can be:
  - ▶ Updated
  - ▶ Added
  - ▶ Saved
  - ▶ Saved and Upload O&M
  - ▶ View Expendables for this Asset
  - ▶ Retire this Asset

Franklin Heights High School

Home > Facility > Asset List

### Provide Asset Information for Backflow Preventer

Name: (required) Backflow Preventer

Type: Watts Regulator Co.

Manufacturer: Add

Supplier: Central Fire Protection Co., Inc. Add

Quantity: (required) 1 each

Location: 413

Size: 6"

Square Footage:

Description:

Model: 709DCDA

Serial Number:

Replacement Cost (OFCC default: \$4,325.00): \$ 4,325.00

Capital Renewal Type (OFCC default: CR1): -

Warranty Start Date: 2015-08-27

Lifespan (provided by OFCC): 10 years

Warranty Duration: 1 year

Color:

Voltage: V

Amperage: A

Transformer KVA:

Horsepower: hp

Frame:

Belt Size:

Filter Size:

Comments:

View Expendables for this Asset

Save Changes Save and Upload O&M Cancel

Retire This Asset

# Financial View: Maintenance Performance Report

- ▶ Click the **Maintenance Performance Report** button

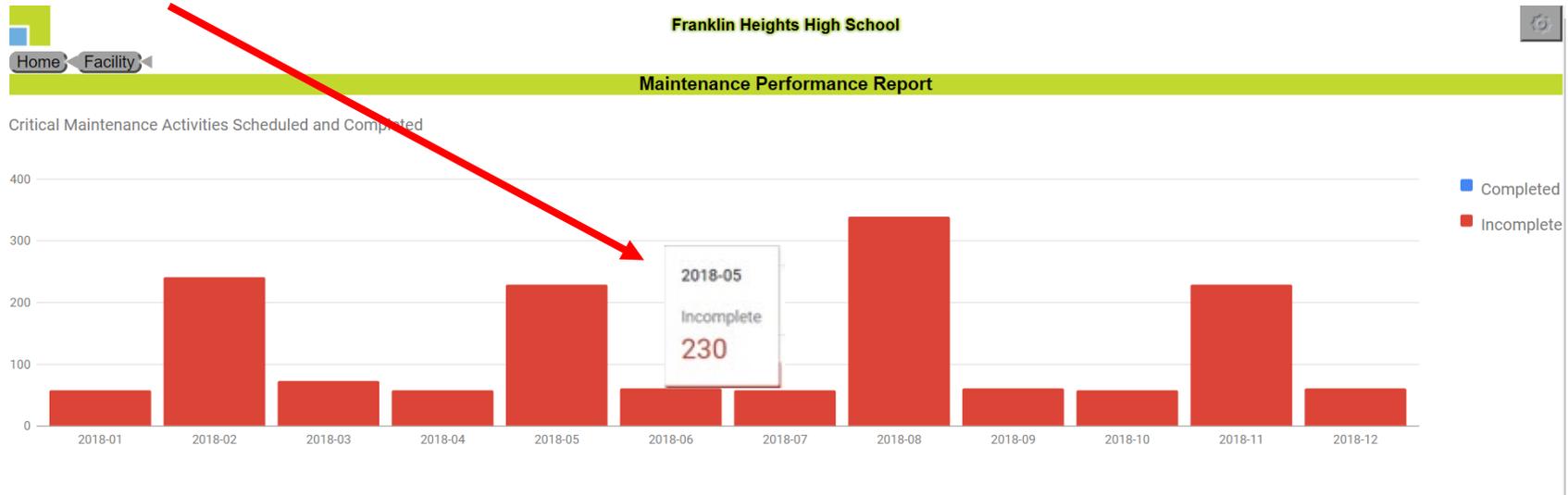


The screenshot shows a web interface for Franklin Heights High School. At the top, there is a logo on the left, the text "Franklin Heights High School" in the center, and a settings gear icon on the right. Below the header is a "Home" button. The main content area consists of a vertical list of ten menu items, each in a colored bar. The first seven items are in light green bars, and the last three are in light blue bars. A red arrow points from the text "Click the Maintenance Performance Report button" to the "Maintenance Performance Report" item at the bottom of the list.

Menu Item
Financial Summary of Critical Assets
Financial Summary of All Assets
Expendables for This Facility
Labor Breakdown Report for This Facility
Capital Renewal Report of Critical Assets
Capital Renewal Report of All Assets
Asset List
Maintenance Performance Report

# Financial View: Maintenance Performance Report

- ▶ Monthly **scheduled and completed** critical maintenance activities for each building are automatically tracked.
- ▶ **Completed** (blue) and **Incomplete** (red) results are displayed in the bar graph.
- ▶ **Hover** over any bar on the graph to display the # of incomplete tasks.



# Questions?

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