

Welcome!



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Questions?

Please use the Question feature on the right side of your screen at any time during the webinar.

Responses will be provided at the end of the webinar.



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Grants and Procurement Administrator, OFCC

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Agenda

- ON TRACK History and Background
- OFCC Maintenance Program Overview
- Why use ON TRACK?
- Let's take a tour of ON TRACK
 - System Access Instructions
 - Login
 - Home Page
 - Maintenance View
 - Financial View
 - Annual Report

Agenda

- Resources/Contact Information
- Questions

ON TRACK History & Background

Rii designed the online tool for OFCC to:

- ***Manage*** building assets in completed K-12 facilities
- ***Identify*** manufacturer's recommended equipment maintenance activities
- ***Forecast*** costs of preventative maintenance, planned and/unplanned repairs and budgets for capital renewal



ON TRACK History & Background

2011: Some school districts requested and received system access

2018: Significant application enhancements

2019: Statewide launch to school district users



OFCC Maintenance Program Overview

OFCC Policy No. PS-03 issued in 2004

- ofcc.ohio.gov: Resources/Policies & Procedures



MAINTENANCE PROGRAM GUIDELINES

Subject: Maintenance Plan Program Policy
Approval: Commission Resolution 04-16
Code Section/Reference: ORC Chapter 3318
Owner: Program Services

Policy Number: PS-03
Originally Issued: March 2004
Revised: November 2016; December 2017

APPLIES TO

CFAP, ENP, VFAP, and Accelerated Urban Programs

OFCC Maintenance Program Overview

- 034 Maintenance Fund
- Maintenance Plan Development
- Maintenance Plan Objectives
- Maintenance Plan Approval
- Resolution by the Board of Education



OFCC Maintenance Program Overview

- 034 Maintenance Fund:
 - Treasurer identifies the source of funds
 - Deposits annually
- Maintenance Plan Development:
 - OFCC Project Manager initiates
 - Commissioning Agent/Maintenance Plan Consultant creates



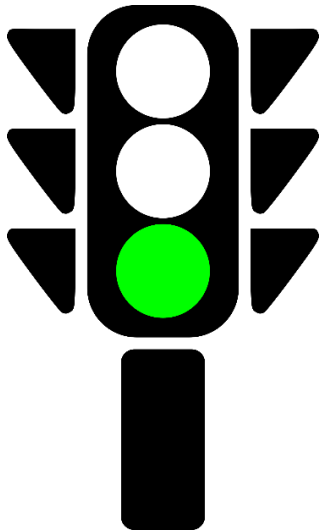
OFCC Maintenance Program Overview

- **Maintenance Plan Objectives:**
 - Describe building components
 - Analyze operations and maintenance budgets
 - Forecast revenue and expenses
 - Capture maintenance schedules
 - Identify equipment/parts needed
 - Track maintenance activities
 - Provide contact information for equipment providers



OFCC Maintenance Program Overview

- **Maintenance Plan Approval (by OFCC):**
- Allowable uses:



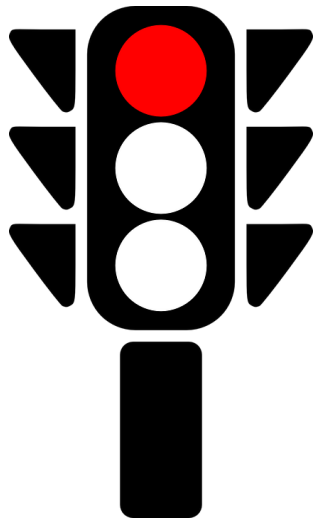
- Preventive maintenance
- Planned and emergency repairs
- Staff training
- Service contracts needed for component replacements and expendables

OFCC Maintenance Program

Overview

- **Maintenance Plan Approval (by OFCC):**

- *Non-allowable uses:*



- Maintenance and custodial staff salaries
- Day-to-day housekeeping and supplies
- Utility costs
- Mowers
- Gators
- Snowplows
- Vehicles/mobile equipment
- etc...

OFCC Maintenance Program

Overview

- **Resolution of the Board of Education**
 - Allowable uses for the fund
 - Use of the fund may be audited
 - 5-year capital plan updated annually
 - Maintenance plan updated every 5 years



Why use ON TRACK?



10. ***View*** your maintenance plan
9. ***Manage*** your building's assets
8. ***Track*** equipment maintenance activities
7. ***Review*** your equipment O & M manuals
6. ***Monitor*** equipment warranty expirations

Why use ON TRACK?

Top 10

5. **Forecast** labor and equipment costs for planned and unplanned repairs
4. **Calculate** budgets for capital renewal
3. **Access** as-built equipment records
2. **Fulfill** your reporting requirements on-line
1. **Enjoy** the new mobile-friendly format

Your facility's data is already there...and you've already paid for it!

Let's take a tour...

ON TRACK *Online Maintenance Tool*



<https://cmwqa.osfc.state.oh.us/FMR>

NOTE: test link only

System Access Instructions

The ON TRACK link is located on the OFCC website
in the bottom right-hand corner

Please contact:

Bill Bibbey

OFCC Maintenance Administrator

william.bibbey@ofcc.ohio.gov

(614) 466-6290

for your ON TRACK username and password

Resources/Contact Information

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Job Aids are available on the [ON TRACK](#) homepage

Questions?



Certificate of Participation

Email sue.meyer@ofcc.ohio.gov indicating your interest:

- Certificate of participation for self-reporting to your professional organization or employer.
- Remember, we are unable to offer individual credit when watching in a group environment.

Thank you!

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