

Ohio EPA Asset Management

May 22, 2012



Project Summary

The project objective is to use Gartner and other resources to research and analyze several software tools and make recommendations to Ohio EPA for those ideal in meeting a majority of the Ohio EPA's Asset Management requirements. To provide a document of minimum requirements needed for inclusion in an agency Policy and Procedure in order to meet state requirements for asset management.

Project Goal

This project is being done to fulfill requirements for completion of the Project Management course hosted by Department of Administrative Services. This project was specifically selected based on its applicability to all state agencies to provide helpful information that can be benchmarked from by other state agencies in putting in place their own AM systems and processes.

Not only is there a State of Ohio Policy and Procedure on Asset Management last updated December 2011 that all state agencies need to get into compliance with, but this AM policy is the result of law and administrative code requirements: ORC 125.16 and DAS Directive no. 06-27.

Where some tracking of state property including IT assets is taking place, the system and processes need a major realignment in order to meet state requirements. This Asset Management project will provide the information helpful to select the most appropriate software solution and provide information required for the agency policy and procedure and for business process changes that will better support asset management throughout the supply and administration channels.

Project Outcome

Provide all planning documents to cover the following deliverables:

1. Analysis of one to two asset management related software tools that could be used to track bar code related information that could be automatically uploaded into OAKS or other mid-tier software with analysis and findings documented by May 8, 2012 and delivered by May 22, 2012.
2. Review of all data elements identified via the preliminary project to gather requirements to ensure all critical Fiscal, Property Management, and IT fields have been included for the future Asset Management system to be built. Critical fields will be determined via consult with SMEs for each area above. Labeling of all Fiscal fields, facilities/property management fields, and IT-related fields for easy identification of data type owners within the agency by May 8, 2012. Document provided to Ohio EPA by May 22, 2012.
3. Identification and listing of all minimum requirements for Ohio EPA and all state agencies to include in their agency-specific Policy and Procedure for Asset Management based on the State of Ohio Asset Management Policy and Procedure updated in Dec 2011.

Project Benefits

This project will benefit the Ohio EPA by providing the bar code software analysis, policy and procedure minimum requirements, and data elements for OAKS interface. This information can be utilized by all state agencies to benchmark from and develop their own asset management systems. Additional benefits include:

- Increased efficiency,
- Controlled cost,
- Reduced spending, and
- Protection of assets

Project Team

For more information about this project, contact team members:

- Brian Smith, brian.smith@jfs.ohio.gov
- Zaheer Moin Uddin,
- Brian Panke, brian.panke@jfs.ohio.gov
- Adele Vogelgesang, adele.vogelgesang@epa.state.oh.us
- Becky McKinney, becky.hegyi@epa.state.oh.us
- Jamie McClary, jamie.mcclary@education.ohio.gov
- Alan Kidder, alan.kidder@jfs.ohio.gov