Get more life from your school district's buildings.

Accurate facilities asset data is critical to extending the usable lives of building systems by automating Preventative Maintenance (PM) procedures. But not all facility assets are the same. Consider:

- **HVAC systems'** high-cost components are used every day, all day making timely PMs critical to maintaining run times.
- **Life Safety devices** such as AEDs and fire extinguishers may never be used but their operability can literally save lives.
- **Technology end-point devices** such as student computers and Wireless Access Points are in constant use and have high refresh rates compared to other systems.

ML Professional Services team acts as an extension of your staff by performing onsite surveys of these and other asset types with data populated into your district's ML Work Orders system.

We also set-up step-by-step Preventative Maintenance procedures with schedules and assigned staff to keep your building systems running at peak performance.

Extend the lives of these and other district facility assets with ML Pro Services.

Leverage accurate facilities data to automate PMs

- Gather accurate facilities asset data from onsite surveys.
- Upload asset data into your ML Work Orders account.
- Set-up Preventative Maintenance procedures.

HVAC	Life Safety	Technology
AIR CONDITIONER	AED	CAMERA SERVER
BOILER	FIRE EXTINGUISHER	CORE NETWORK SWITCH
FURNACE	BLUE LIGHT LOCKDOWN	STUDENT COMPUTING DEVICE
ROOFTOP UNIT	CARD ACCESS READER	WIRELESS ACCESS POINT
EXHAUST FAN	SECURITY VIDEO CAMERA	UPS
SPLIT UNIT - INTERIOR	ENTRANCE DOORS	TEACHER COMPUTING DEVICES

Our most popular asset packages

The assets listed below are typically surveyed onsite by ML Pro Service providers as part of each use case package. Other asset types can be substituted or added based on your district's needs.

HVAC

Few items experience more daily wear-and-tear than the components of your district's HVAC system. Prolong the lives of these high-cost systems with timely, consistent PM procedures. Standard assets include:

- Air Conditioner
- Air Handling Unit
- Boiler
- Chiller
- Condensing Unit
- Cooling Tower
- Dehumidifier
- Exhaust Fan
- Furnace
- Glycol Tank
- Gas Valve - Main
- HVAC Pump
- Heat Exchanger
- Makeup Air Unit
- Rooftop Unit
- Split Unit - Exterior
- Split Unit - Interior
- Tank - Heating
- Unit Heater
- Unit Ventilator

Life Safety

In contrast to HVAC systems which are used constantly, Life Safety assets have extremely low usage but their operational state can literally mean the difference between life and death. Standard assets include:

- AED
- Ansul System
- Area Of Rescue/Refuge (AOR)
- Blue Light - Lockdown
- Door Entry Intercom
- Elevator
- Emergency Lighting
- Entrance Door
- Eye Wash Station
- Fire Dept. Connection
- Fire Alarm Control Panel
- Fire Extinguisher
- Fire Hydrant
- First Aid Station
- Knox Box
- Lockdown Button
- Roof Access
- Security Video Camera
- Sprinkler Flow
- Sprinkler Tamper

Technology

Constantly used technology end-point devices such as servers, switches, and WAPs all have short usable lives with high replacement rates. Standard assets include:

- Card Reader
- Clock - Controls
- Digital Signage
- Fiber Patch Panel
- Generator
- Network Rack
- Network Switch
- PA Headend
- Router
- Server
- Service Provider Hardware
- Split Unit - Interior
- Transfer Switch
- UPS
- Video Management System
- Wireless Access Point

Optional add-on asset types are available including copiers, printers, computing devices, and many more.

Available ML Professional Services

- **On-site facility asset surveys** with locations stamped on building drawings and data captured for each asset including photos. Each asset is given a unique ID number so it can be easily tracked via software. Optional QR codes can be affixed to each asset surveyed to assist in applicable data retrieval.
- Set up asset type **Preventative Maintenance procedures** in ML Work Orders. Assign dates and responsible parties so that automated PM Work Orders can be implemented.
- **Harvest existing documentation** including inventory, scanning, and cataloging existing hard-copy and digital building and asset records. Building plans, schematic and design diagrams, and O&M manuals can all be tied to specific assets to provide service technicians with the data they need to quickly resolve issues.
- **CAD Drawing/Periodic Records Maintenance** including CAD or Revit drafting and the integration of As Built drawings and specs.

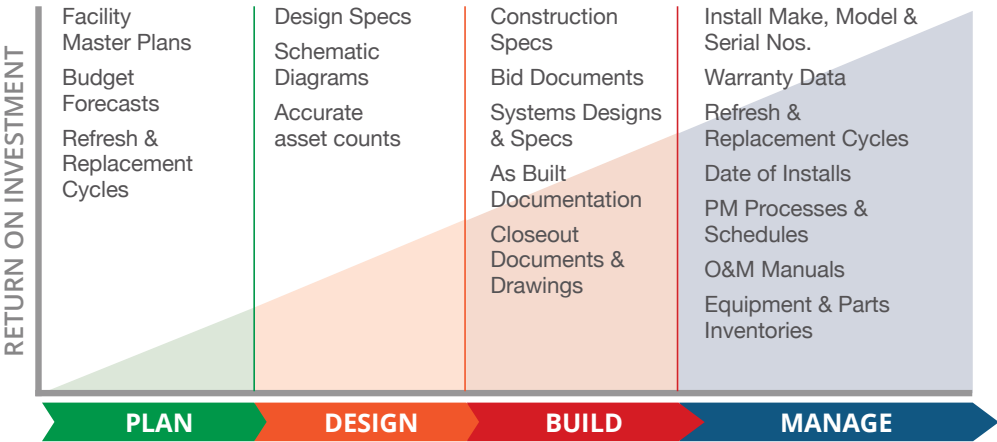*On-site asset surveys for ML Work Orders data capture*

From Preventative to Predictive Maintenance

Overlaying the "traditional" Preventative Maintenance process with asset data captured in an actionable platform such as ML Work Orders advances facilities and IT management to a Predictive Maintenance model.

The more data available for any facility system asset, the greater the ability to fend off issues before they occur prolonging building systems' usable lives.
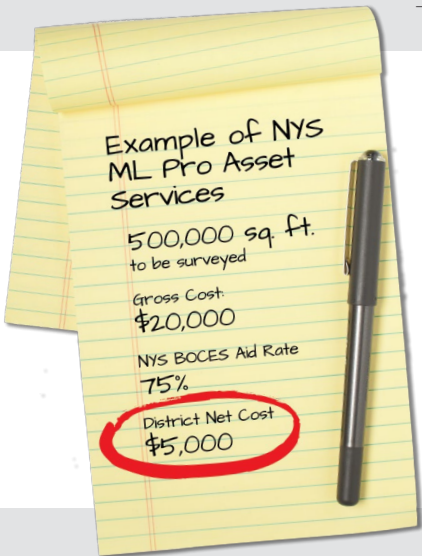

ROI FACILITY ASSET DATA CAPTURE/COLLECTION

RETURN ON INVESTMENT

PLAN	DESIGN	BUILD	MANAGE
Facility Master Plans	Design Specs	Construction Specs	Install Make, Model & Serial Nos.
Budget Forecasts	Schematic Diagrams	Bid Documents	Warranty Data
Refresh & Replacement Cycles	Accurate asset counts	Systems Designs & Specs	Refresh & Replacement Cycles
		As Built Documentation	Date of Installs
		Closeout Documents & Drawings	PM Processes & Schedules
			O&M Manuals
			Equipment & Parts Inventories

"**Preventive Maintenance resulted in an astounding 545% Return On Investment.**"
— Micromain   https://www.micromain.com/preventive-maintenance-study

Example of NYS ML Pro Asset Services
500,000 sq. ft. to be surveyed
Gross Cost $20,000
NYS BOCES Aid Rate 75%
District Net Cost $5,000

Available NYS School District Funding

ML Professional Services for HVAC asset surveys and related PM creation can be funded via a number of federal and NYS school district aid including:

- American Rescue Plan (Use it or lose it by Sept. 30, 2024!)
- NYS BOCES CoSer
- GSA contract

For more information, visit www.masterlibrary.com/services.html or contact **Kevin Zimmer** at **315.796.8212** or **kzimmer@masterlibrary.com**

SELECT NYS SCHOOL DISTRICT ML PRO SERVICES CLIENTS

 ELMIRA City School District, NY

 NORTH TONAWANDA City School District, NY

 WINDSOR Central School District, NY

 UNION-ENDICOTT Central School District, NY

Harness the power of data to get more from your district's buildings.

Select MasterLibrary K12 software titles

WorkOrders — Facility Maintenance Software

Work order software that centralizes all of your facility maintenance programs.

- Improve internal communication regarding the status of each work request.
- Reduce work order response time to less than a day.
- Decrease the labor needed for processing work orders by 50% or more in weeks.

Major features include custom routing paths, and labor/expense tracking, and more.

Schedules — Facility Request Software

Intuitive facility scheduling software built for the high demands of school districts.

- Keep everyone on the same page including setup and/or support needs.
- Reduce processing times from days to minutes with intuitive processes and forms.
- Decrease processing labor while saving on software subscription costs.

Major features include custom forms and fees, app integrations, and more.

Drawings — Interactive Floorplans

Asset tracking software to easily access, edit, and customize floor plan drawings.

- Communicate asset location through interactive floor plans.
- Eliminate the time spent searching for assets inside buildings.
- Eliminate the need for expensive site survey tools and/or services.

Major features include asset type picker, data repository, filter/search, and more.

For more information, visit www.masterlibrary.com

About Archi-Technology, LLC

Archi-Technology, LLC is a technology consulting firm with more than 25 years of experience in the planning, design and construction of technology infrastructure and IP-connected building systems such as Communications, Security, and AV.

Based on Rochester, NY, the firm has more than (50) NYS school district clients.

Full-time staff includes two Registered Communications Distribution Designers (RCDDs). project managers, a K12 funding specialist, and multiple surveyors.

For more information, visit www.archi-technology.

an authorized **MasterLibrary** PROFESSIONAL SERVICES provider

A proud supporter of NEXT-GEN FACILITY MANAGERS

MasterLibrary