

AiM - Software Implementation Update

Office for Capital Facilities

Editor: Daniel Burgan

Issue 1 - May 2018

AiM - One Phase at a Time

Over the past couple of years SUNY has made great strides in transitioning to AiM. **Phase 1** included bringing the Property (replaced BCI), Space (replaced PSI), and Asset (replaced BCAS) modules online. The **Phase 2** initiative was proposed to campuses in 2017, as a solution for Operations and Maintenance (O&M) software and a host of other modules. Roughly 40% of SUNY campuses opted into this phase and have committed to taking part in the implementation.

Now the big questions ... what exactly was purchased... when will campuses get it ... what is the plan???

This inaugural newsletter will answer these questions and offer additional insight, but first, it is important to thank those who responded to the survey back in February and March. The data collected was very useful in determining ideal candidates for the pilot program. Second, it is even more important to thank the pilot campuses joined the pilot program and are making the additional investment in helping setup and configure the system for all campuses. The pilot campuses are Alfred State, Brockport, Cortland, Delhi, Potsdam, and Upstate Medical, each of whom bring a unique perspective on both how they do things with their current O&M Systems as well as ideas for how best to proceed with AiM.

What was purchased?

The Fund purchased AiM O&M, Fire O&M (mobile support on iOS devices), AiMCAD, EH&S, Keys, Motor Pool, and enterprise licensing.

When will campuses have access to the new modules

Phase II has been split into multiple projects for best results and efficiency.

- Phase 2a AiM Enterprise Space - all campuses
- Phase 2b CAD/Space interface AiMCAD Enterprise - all campuses
- Phase 2c1 AiM O&M FIRE O&M - Participating campuses only
- Phase 2c2 EH&S, Keys, Motor Pool - Participating campuses only



	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	19-Jan	19-Feb	19-Mar	19-Apr	19-May
Phase 2a	[Active]												
Phase 2b					[Active]								
Phase 2c1	[Active]												
Phase 2c2										[Active]			

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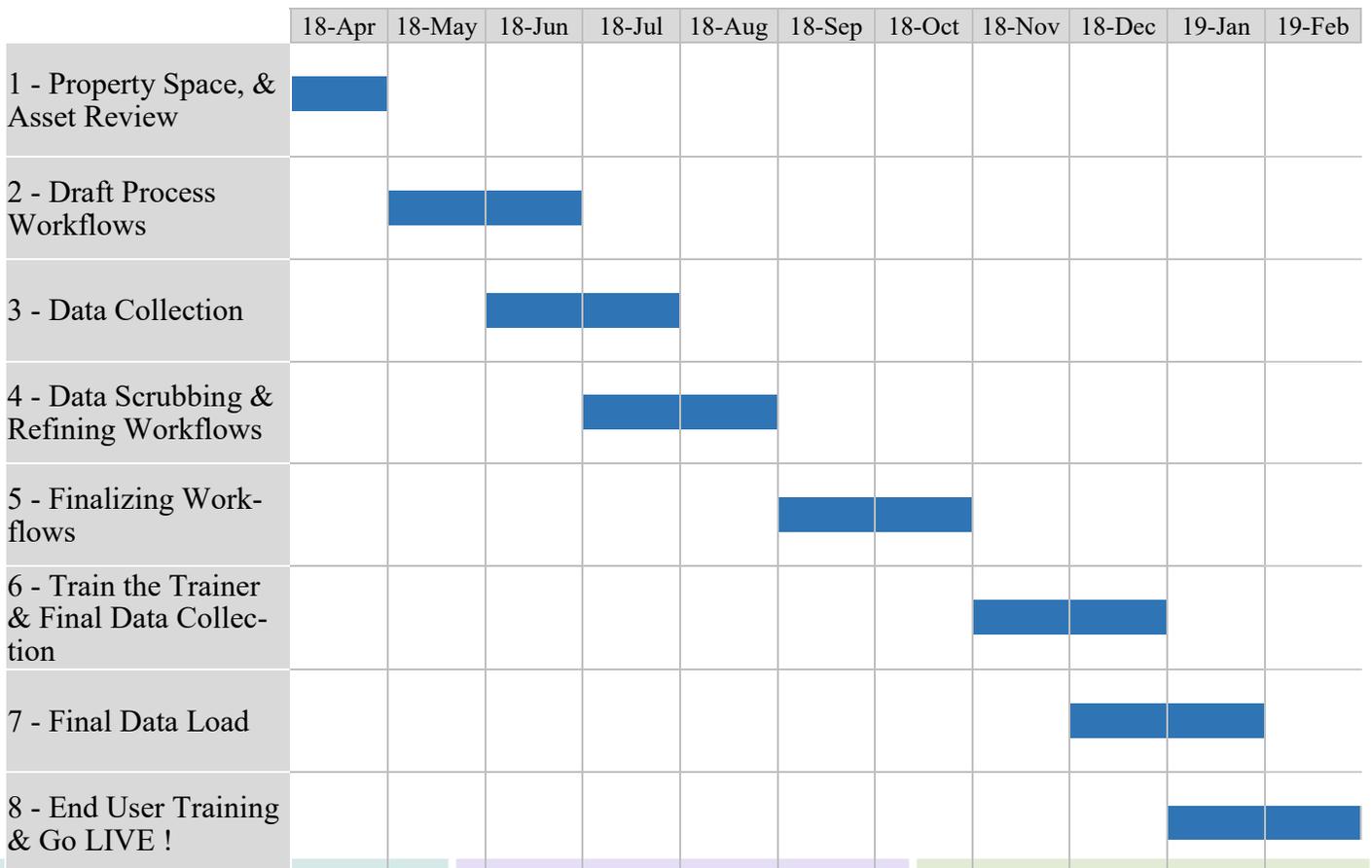
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Phase 2c1 O&M ... An Update on Progress & Future Plans

As mentioned earlier, 20+ SUNY campuses opted into the initial implementation of AiM O&M. Of these campuses, six offered to take part as pilots, which means that they are willing to share every detail of how they do business, discuss lessons learned over the years, and ultimately invest many hours over the course of 2018-19 to develop a common configuration for SUNY to be rolled out to the other campuses.

Below is a timeline of the O&M project plan, including basic subject matter and workload.

A brief explanation of each of these subject matters can be found on page 3 of this newsletter. Please note this timeline is dynamic and, therefore, subject to change. Any change in project scope or campus participation will have a direct impact on the ability to meet the goals established above.



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Overall Project Steps

1- Property Space, & Asset Review

Met with the Pilot Group to discuss the importance of assuring the current configuration for *Property, Space, & Asset Management* would not be affected by decisions made in setting up AiM O&M. This included a complete overview of the functionality of the AiM O&M module in order to better understand the areas where processes need to be defined.

2 - Draft Process Workflows

Several Pilot Group working sessions to define the processes around how a request is received and routed, and how that request becomes a *Work Order*. Once a *Work Order* is created there may be a need to order parts from *Inventory*, and track *Time* against the *Work Order*. These steps were reviewed and processes are being developed. Lastly, the team will define the process for *Preventative Maintenance*, and *Purchasing* for replenishing the *Shop Stock* and *Inventory*.

3 - Data Collection

The plan is to collect existing O&M data from all participating campuses. Campuses will be asked to populate a template with a subset of data from current systems to test the data import process.

4 - Data Scrubbing & Refining Workflows

Data received from campuses will be test loaded and the process workflows will be tweaked as needed.

5 - Finalizing Workflows

Final review of the process workflows developed earlier in the implementation.

6 - Train the Trainer

Internal “Train the Trainer” sessions ... Asset-WORKS comes to Albany to train those that will be responsible for training the balance of end users.

7 - Final Data Load

Data loading will be staggered as new campuses are trained and brought on-board

8 - End User Training & Go LIVE !

Final end user training at various regional locations ... then GO LIVE!



Questions, Comments, or Feedback?

If you have any questions, comments, or feedback related to the AiM O&M Implementation, please reach out to Daniel Burgan at (518)320-1472 or daniel.burgan@suny.edu.