



DEED Preventive Maintenance (PM) & Facility Management Overview

Background:

In 1997, the 20th Legislature of the State of Alaska established a Deferred Maintenance Task Force. During the summer and fall of that year, the task force traveled throughout Alaska to assess both the condition of state facilities and the condition of state facility management practices. The results of the Task Force's investigations led to the introduction of several bills related to maintenance practices and state funding of capital projects in that legislature's second session. In June 1997, the department published its initial Alaska School Facilities Preventive Maintenance Handbook.

In 1998, HB313 passed the legislature, was signed into law on June 12, 1998, and became effective July 1, 1999. The law amended AS 14.11.011 and added a new subsection restricting school districts from receiving state aid for school construction through DEED if they could not provide evidence that they have a compliant "preventive maintenance" plan and that they are adhering to that plan.

Following passage of the bill, the department embarked on what became a 30-month long process of collaborating with school districts to develop a regulatory framework for implementing the law. Regulations were promulgated in December 2000. One of the key features of the regulation was the commitment by the department to make an on-site assessment of maintenance programs in each of Alaska's 53 school districts and to revisit each district every 5 years. That commitment led to the establishing a Building Management Specialist position within the Facilities section. By August 2002, an initial site visit and PM assessment had been completed in each school district.

PM and Facilities Management Processes:

1. Annually, by June 1, the department notifies school districts regarding their compliance with each element of the PM and Facility Management requirements listed in 4 AAC 31.013. Informally this notification is known as the "PM State-of-the-State" and is a document that is posted to the DEED web site. Non-compliant districts have an opportunity to rebut or correct their status with evidence provided to the Commissioner.
2. DEED manages a 5-year site visit schedule and plans annually for the 10-15 school district site visits scheduled in that year. These on-site evaluations review both planned programs and evidence of implementation in the following five areas of PM and facility management:
 - a. Maintenance management;
 - b. Energy management;
 - c. Custodial program;
 - d. Maintenance training; and,
 - e. Capital planning.

The on-site visits are also an opportunity for DEED to provide assistance and guidance to districts regarding maintenance best-practices.

3. Site visits are documented in a written report. The report is a compendium of pertinent data and provides clear evidence in each measured area of how compliance was achieved or not achieved.

In addition, the report is the department's opportunity to both reinforce quality maintenance practices and to identify questionable or missing maintenance and facility management elements.

4. In addition to evaluating compliance through site visits, the department has an opportunity during the annual Capital Improvement Project (CIP) application cycle to review compliance indicators provided by districts with their application(s). If evidence suggests non-compliance, the department has, after due process, decertified districts or placed them in provisional status.

Provisional Certification:

1. Provisional certification is available when a district has implemented PM and facility management processes that meet program requirements listed in 4 AAC 31.013, but that have not been in place long enough to demonstrate sustained performance (i.e. 12 months of data).
2. Provisional certification is issued by the department with the requirement that the district will provide incremental reporting of data demonstrating continued compliance. Provisional certification is maintained for an initial period of six months, at which point required reports are reviewed and the provisional status is either rescinded, for cause, or continued for a full 12 months of reporting.
3. When acceptable reports with 12 months of data have been received, the department will recertify the district as compliant.
4. Under provisional certification, a district remains eligible to submit CIP applications.
5. While in provisional status, the department has the unique opportunity to work closely with those districts. Frequent communication by phone and e-mails is necessary. The department must often further explain noted deficiencies and assist districts in evaluating how they might regain certification within their allocated resources. Tools are provided, examples are given, and information obtained from contacts with design professionals and construction trades is shared.