FaMa+ CAFM

MANAGEMENT AND MAINTENANCE OF BUILDINGS/TECHNOLOGIES AND TENANT RELATIONS MANAGEMENT

Information System **FaMa+ CAFM** provides **comprehensive management and maintenance of buildings and technologies**, including the use of graphical data presentation, tenant relations management (contractual relations, regulations rents and services, billing, payments, reminders), repair, reconstruction or related services management.

FaMa+ CAFM information system finds its use in organizations that are aimed at providing short-term and long-term lease of residential and non-residential premises (record of rented apartments, office space, conference rooms, parking lots, etc.). FaMa+ CAFM is supplemented by **mobile application Stocktaking** and **Maintenance** to work directly in the field.

Modules to choose from:

Space records	Technical records	Central register of real estate	Scheduling	Lease management	Energy management
Documentation	External relations	Graphical presentation of data	Repeating activities	Billing	Inventory management (Stocktaking)
Value analysis	Helpdesk	Work requests	Mobile application Stocktaking	Mobile application Maintenance	

SPACE RECORDS

- Coherent management of structural and technical records for space objects in user defined hierarchy.
- Overview of vacant and occupied space.
- Mutual comparison available of technical and economic data for individual space records.

TECHNICAL RECORDS

- Central and up-to-date register of reserved and other technical assets.
- Technical assets can be subdivided into various types, classes, production models, etc.
- Corresponding supplier, producer and service organization data.
- Attached technical documentation is easily available at the record.

CENTRAL REGISTER OF REAL ESTATE

- Extension of available asset information with Central Space Register (Cadaster of Real Estate) data for real estate assets.
- Exploitation of national level indices for reports compulsory for public organizations.
- View of real estate location on the central space register (Cadaster of Real Estate) map.

LEASE MANAGEMENT

- Detailed ledger of leased space (office, flats, parking spaces, etc.).
- Detailed ledger of leased furnishings (telephone, antenna, overhead projector, etc.).
- Detailed ledger of leased services (cleaning, security, data services, etc.).
- The module covers both short-term and long-term lease management.
- It includes a coherent ledger of contracts, documents and price lists for use including it easy and effective management.
- Comprehensive management of necessary tenant and flat-mate data.
- Effective cost/benefit analysis tied to space use.

SCHEDULING

- Centralized scheduling of operational activities (preventive maintenance, inspections, checks) that repeat in regular intervals.

ENERGY MANAGEMENT

- Systematic attitude to monitoring and evaluating of necessary data and information for energy management.
- Fast and efficient division of energy costs consumed by individual cost centers.
- Support of optimization of energy consumption by analyzing consumption indicators and mutually comparing data.

DOCUMENTATION

- Central and up-to-date archive of documents in one data area, in single category classification and entry format.
- Exploitation of workflow for document lifecycle management in accordance with its category classification.

EXTERNAL RELATIONS

- Central electronic ledger of received invoices for administrative, operational and maintenance services.
- Central electronic ledger of purchase orders.
- Simple allocation of costs to pertaining assets (objects) and their optimization.
- Up-to-date information as basis for decision making with regards to cost structure optimization for administrative, operational and maintenance processes in organization.

PLUS
fama + CAFM

GRAPHICAL PRESENTATION OF DATA

- Central and up-to-date electronic construction drawing documentation (in one data storage, in single entry format).
- Visualization of organization's real estate in space context.
- Unification of standards for creation and processing of drawing documentation and its identification.

REPEATING ACTIVITIES

- Efficient planning and monitoring of periodic activities and inspections (limiting risks of delays or neglect of duties).
- Central storage for inspection reports and check results.

INVENTORY MANAGEMENT

- Up-to-date information regarding inventory status (level, availability) in individual warehouses.
- Single and unambiguous data basis (inventory catalogues, inventory movements, counting, etc.).
- Simple work with documents including support of creating necessary outputs both in digital and paper format.

VALUE ANALYSIS

- Monitoring of arbitrary numerical values of selected indicators that information system FaMa+ uses (f.e. course of incurred costs, number of claims, etc.).
- Simple and all-around appraisal of relationship among service/product usefulness, costs, investments and labor resources.
- Tool for measuring of effectiveness of service/product use and waste cost prevention.

BILLING

- Basis for proposal, approval, execution and control of budget allocation of financial resources for administrative and operational activities in organization.
- Presentation of information regarding actual state of free financial resources for execution of administrative and maintenance processes, purchase of material, etc.

WORK REQUESTS

- Central electronic ledger of all Work Requests.
- Reduction of unapproved purchases of services or purchases from unauthorized suppliers.

HELPDESK

- Overview of execution of operational, administrative and maintenance activities.
- Provable basis for quality monitoring and deadline fulfillment of WO.
- Flexible WO process (set given organization's internal processes and valid legislature).

Mobile application STOCKTAKING

- Supplementary mobile application for users who are responsible for processes related to assets inventory, especially inventory control in the field.
- Easy implementation of inventory using a barcode).
- Direct link to the information system FaMa+.

Mobile application MAINTENANCE

- Add-on mobile application module for maintenance staff, who need to work with the data directly in the field.
- Easy reporting on carried out maintenance or inspection including photo documentation.
- The option to work with the application in online and offline mode.

Solution benefits

- ✔ Record of leased areas (offices, apartments, parking lots, etc.); leased equipment (telephones, antennas, projection equipment, etc.) and leased services (cleaning, security, etc.).
- ✔ Clear monitoring of costs incurred for the use of space, equipment or services.
- ✔ Central and current record of areas and service organization buildings.
- ✔ Overview of the assets of an organization (the value of the property according to the selected type, the amount of land and its use, the technical equipment owned by the Authority).
- ✔ Central planning of the operations schedule (checks, examinations, etc.
- ✔ Management and control of requirements for the provision of services (purchase of materials, device repair, etc.).
- ✔ Compliance with legal and other standards in the area of real estate management in the organization.
- ✔ Overview of operational security elements of buildings and facilities of the organization.
- ✔ Access to data through a mobile phone (through additional mobile application *Stocktaking* and *Maintenance*).
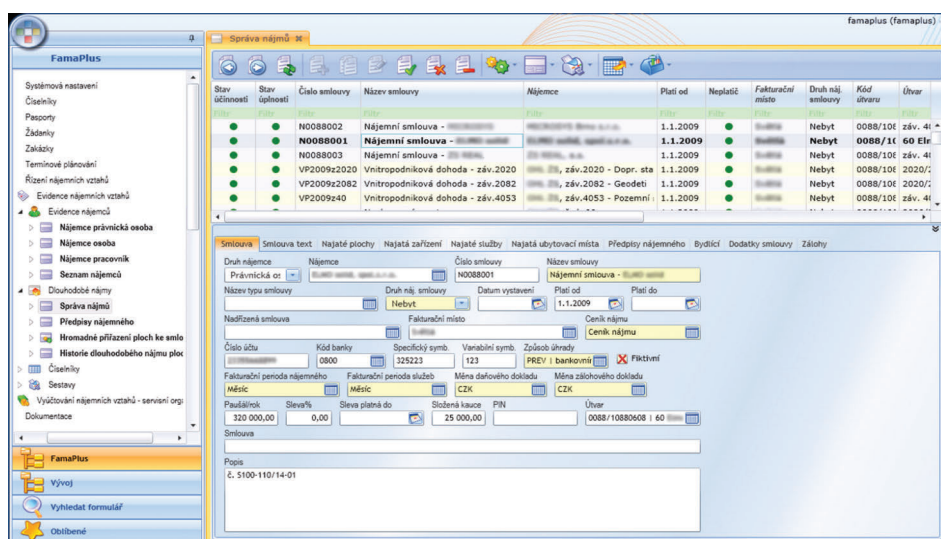
Technology

Architecture of FaMa+ CAFM is designed as three tier, when individual levels are mutually integrated into functional whole:
- **presentation layer:** MS SilverLight
- **database layer:** Oracle or MS SQL Server
- **application layer:** MS .NET

Reference projects

RESIDOMO
Prague Real Estate Management
Regional Centre Olomouc
TV Facility

*Software FaMa+ CAFM - module **Lease management***