



Exhibition Place

Item No. 8

October 28, 2014

To: The Board of Governors of Exhibition Place

ACTION REQUIRED

From: Dianne Young
Chief Executive Officer

Subject: **Business Travel – New PMP Software Training**

Summary:

This report requests approval of travel expenses for Exhibition Place staff to attend training on the new ALTUM Preventative Maintenance Program software.

Recommendation:

It is recommended that the Board authorize travel expenses for the Operations Department staff to attend training in January 2015 for a period of five (5) days on the new Preventative Maintenance Program software, at a total cost not expected to exceed \$10,000 for flights, accommodation and incidental expenses.

Financial Impact:

Funding for training on the new Preventative Maintenance Program software is funded from the 2015 Training Budget.

Decision History:

The Exhibition Place 2014 – 2016 Strategic Plan had a Public Space and Infrastructure Goal *to enhance our public assets through major new builds and / or renovations* and as a Strategy to support this Goal *we will review and update our preventative maintenance systems.*

Issue Background:

The Board's travel policy states that travel expenses over \$3,500 must be approved in advance by the Board.

Comments:

Exhibition Place currently uses the Preventative Maintenance Program (PMP) System Software by Angus Systems Group Ltd. This program is used to maintain equipment and facilities in satisfactory operating condition by providing for systematic inspection, detection and correction of incipient failures either before they occur or before they develop into major defects. The last software update for this Angus system was in 1999 and Angus Systems Group Ltd no longer provides support for this legacy software program and therefore, any failure of the software system will cause the entire PMP program to be non-functioning.

As detailed in Report No. 7 entitled "Agreement with SMG Canada ULC", Exhibition Place staff are recommending that it replace the Angus PMP system with the ALTUM system, a proprietary Preventative Maintenance Program software developed by SMG. The details of the costing for this system is found in Report No. 7.

Onsite training and implementation coordination will be required by Exhibition Place staff prior to the implementation of this software and SMG has proposed to conduct this on-site training in the SMG Managed David L. Lawrence Convention Centre in Pittsburgh which presently uses this system for their LEED EBOM Platinum centre, and would be a good comparison for Exhibition Place.

The intent would be to send the GM of Operations, the Directors of Operations and of IT, the PMP Administrator and one Building Operator, all of whom will be key to the conversion of the Angus data to the ALTUM system and then operation of the system. The five full days of training would include the following topics: existing data base transition from the existing legacy Angus PMP system, equipment and work order template creation and alterations, program execution, report generation, data, picture and video inclusion into work order history procedure, maintenance of system and additional requirements. These staff will train the remaining Exhibition Place users upon their return.

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