

ONAP TRAINING

Property Maintenance Management



VIRTUAL TRAINING AGENDA

April 23-25, 2024 | 9:00 am – 2:00 pm Mountain Time

DAY 1: TUESDAY, APRIL 23, 2024

9:00 am – 2:00 pm

Maintenance Overview (related to NAHASDA)

1. Components of good maintenance management
2. Indian housing programs with maintenance requirements
 - Rental housing
 - Homeownership housing
 - Rental assistance housing

Sources of Funding for maintenance/modernization/rehabilitation activities

1. Indian Housing Block Grants (IHBG)
 - Formula grant
 - CARES Act grant
 - American Rescue Plan (ARP)
 - Competitive grant

BREAK

Policies & Requirements

1. Federal statutory & regulatory policy requirements
 - Native American Housing Assistance & Self-Determination Act (NAHASDA)
 - Uniform Administrative regulatory requirements (2 CFR 200)

Methods of Procurement

1. General procurement standards
2. Informal methods
 - Micro-purchases
 - Small purchases
3. Formal methods
 - Sealed bids
 - Proposals
4. Noncompetitive procurement

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VIRTUAL TRAINING AGENDA *(continued)*

DAY 2: WEDNESDAY, APRIL 24, 2024

9:00 am – 2:00 pm

Before you Upgrade: A holistic approach

1. Big picture diagnosis, check for related issues
2. Identify coordinating/compounding effects/impacts, consider load reduction abilities
3. HVAC load calc from thermostat/BAS data

How to Develop Inspections Plans

1. Identify level of detail for inspections
 - Safety focused
 - Identifying maintenance needs
 - Planning for capital replacement
2. Categories of inspections
 - Building level
 - Equipment level
3. Root cause analysis

BREAK

How to Develop a SOW

1. Identify needed components
2. Identify available data
3. Identify available technical resources ie. what needs to be specified vs. what can contractors handle
4. Detail vs outcomes (providing appropriate details while allowing flexibility for better ideas)
5. First cost & diminishing returns traps
6. Formal methods
 - Sealed bids
 - Proposals
7. Noncompetitive procurement

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VIRTUAL TRAINING AGENDA *(continued)*

DAY 3: THURSDAY, APRIL 25, 2024

9:00 am – 2:00 pm

Maintenance vs. Rehab (including ER)

1. When to consider replacement vs repair
2. Avoiding deferred maintenance, identify features no longer needed
3. Considerations for moving toward rehab
4. Deep energy retrofits

Developing a work order system

1. What is in a work order system
2. Helpful features
3. Equipment tracking
4. Maintainability, longevity, record retention/access

BREAK

Q&A and Wrap-up