



BUILDING CONDITION ASSESSMENTS & DATA COLLECTION

CONTENT

Our Process

Our Process enables us to efficiently capture field data on buildings and provide quality information

Our Reporting & Key Benefits

Our methodology delivers great benefits to clients through consistency and accuracy of data

Experience and Projects

Assetera has built up a strong client base and comprehensive project experience



Assetera is a market leading asset management consulting firm. Our success can be attributed to working closely with our clients in achieving the most benefit from their existing built assets while delivering real cost savings. We have proven time and again that we appraise building assets quickly, comprehensively and accurately.

In practical terms we :

- collect data on building assets, including plans, asset details, photographs, condition etc.
- scope repairs and maintenance requirements
- estimate the cost of building maintenance and capital replacement
- calculate energy loading of buildings
- provide conclusive reports in an accessible and understandable format

Once equipped with asset detail our clients have the ability to:

- optimise, maintain and monitor their assets' performance;
- reduce costs; and
- make informed decisions regarding future budgetary and management plans.

The specific services available to clients include:

- **BUILDING CONDITION ASSESSMENTS**
- **DETAILED ASSET REGISTERS**
- **FACILITY MANAGEMENT PLANS**
- **LIFE CYCLE COST MODELS**
- **REPAIR & MAINTENANCE SCHEDULES**
- **DEPRECIATION SCHEDULES**
- **ASSET MANAGEMENT SYSTEMS**

Building Asset Knowledge

OUR PROCESS

Assetera's Asset Data Collection and Condition Assessment process consists of three main phases:

- The Initial Project Set-Up
- Onsite Assessments
- Inhouse Data Review & Analysis

1. Project Set Up

At the beginning of every project Assetera compiles all available asset information from the Client such as the building/site floor plans and preloads this information into our system. A set of room templates is prepared to include about 90% of the expected assets/objects to be captured. These are uploaded to tablet PCs which our assessors use out in the field.

2. Onsite Assessments

Once all available information has been compiled and uploaded to the tablet PCs a team of Assessors are dispatched to the Building/location to be assessed. Using the preloaded PC the assessor is able to collect quality information quickly and efficiently leaving little room for error. The PCs are equipped with inbuilt cameras enabling the assessors take photographs which are linked to each asset recorded.

3. Data Review/Analysis

Once this information has been collected all the data is exported into Assetera's server using a wireless connection enabling the information to be available for review in head office. All the data is reviewed for accuracy and consistency by a different assessor/consultant. Each asset has a default cost value that is a result of data and information that has been collected over the years by Assetera. Costs are updated regularly and can be changed to consider project requirements.

4. Final report

All collected data is generated into a final Report - soft formats, incl. xls, csv & pdf as required by the client.

5. Client Portal/Website

All reports can be accessed via our client portal on the web using the assigned log in details.

STEP 1



Project Set Up

STEP 2



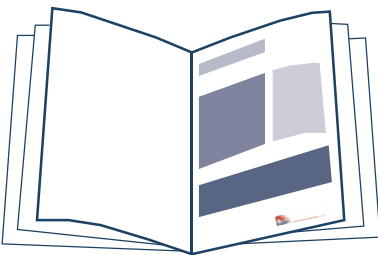
On-site Assesment

STEP 3



Data Review/ Analysis

STEP 4



Reporting

STEP 5



Client Portal

STEP 6



Client Review

OUR REPORTING

CONTENT

- Header Page
- Building Plans
- Condition Summary
- Repairs By Trade
- 5 year Scheduled Maintenance
- 5 year Repair Summary
- Safety Issues, Specialist Required & Heritage

Ref #	Assembly Name	Asset Tag	Manufacturer	Model	Serial No.	Capacity	Unit	Counted	Photo
212	Carbon Dioxide Extinguisher	1002731	Chubb			5 KG	Item	1	
213	Distribution Board	1002732					Item	1	
214	Distribution Board	1002737					Item	1	
215	Distribution Board	1002736					Item	1	
216	Distribution Board	1002738					Item	1	
217	Distribution Board	1002733					Item	1	
218	Distribution Board	1002739					Item	1	
219	Distribution Board	1002735					Item	1	
220	Distribution Board	1002740					Item	1	
221	Distribution Board	1002734					Item	1	
222	Mechanical Switchboard	1002741					Item	1	

The data is available in three different types of format.

- *CSV file*
- *HTML file*
- *PDF file*

The *CSV* (Comma Separated Values) file can be opened through Microsoft Excel and saved as an *.xls file. The data will thereby be presented in raw form in a spreadsheet that you can query via functions inherent to Excel such as filters, pivot tables, etc.

The Assetera *HTML* (HyperText Markup Language) file enables you to display asset information via your web browser (Microsoft Internet Explorer and Mozilla Firefox enabled).

- Header Page with asset information such as inspection date, property type, estimated construction year, GFA, etc.
- Building Plan page that shows plans

of your property asset with associated spaces and - if applicable - space codes. This information allows you to match a space within your building to the associated data or assets contained within the space.

- Location page allows you to virtually access every space within your property asset and view the Asset Register for that space - including information such as manufacturer, model, serial number, capacity, etc. It also gives you additional insight through associated space and assembly/asset photographs.
- Condition Summary page enables you to view the condition of your assemblies or assets at a glance. This Overall Condition By Assembly report allows you to quickly gain an overview over the condition of all your assets.
- Repair by Trade, 5 Year Scheduled

Maintenance, and 5 Year Repair Summary pages give you budgetary, assembly and trade-specific information on Repairs and Maintenance at a glance.

- Safety Issues, Specialist Required and Heritage pages give you an in-depth view into OH&S and other risks and issues identified during Assetera's asset and condition assessment.

The Assetera *PDF* (Portable Document Format) allows you to access Asset Register, Budgetary, Repairs & Maintenance, OH&S as well as other information in one file. The PDF file gives you a deeper insight into Assetera's assessment data and presents asset information in an easy to read and widely used format.

KEY BENEFITS

By understanding your buildings' assets you can:

- Gain and maintain a greater control of your property portfolios.
- Plan and prioritize building repairs
- Develop maintenance schedules (both planned and statutory)
- Identify OH&S Issues
- Plan your budgets with accuracy
- Identify energy saving opportunities
- Create replacement schedules

- Track assets, particularly those of high value
- Measure your performance, how is your facility performing comparatively?

Since its establishment in 2006 Assetera has already gained a significant track record of projects and clients which include Educational Institutions, Engineering Companies, Financial Industry, Property Groups and Local and State Government,

Our project experience in Assessment includes:



Serco

Asset Register for additional DIAC Detention Centres in Australia (Feb 2011 - ongoing)

Eurobodalla Shire Council

Condition Assessment of Council Buildings (June 2011)

Spotless

Asset Verification of Anglo Coal Mines, Queensland (March - June 2011)

Charles Sturt University

Asset Register & Condition Assessment of Residential Units at Wagga Wagga Campus (March 2011 - ongoing)

Willoughby City Council

Building Condition Assessment and Register of Assets across a proportion of the Council's portfolio. (March - April 2011)

Dak-Wal Construction

Assessment of flood damaged properties in Ipswich, QLD and surrounding areas for Suncorp Insurance (Jan - Feb 2011)

Macquarie University Hospital

Asset Verification of Macquarie University Hospital & Clinic Facility (Dec 2010 - Jan 2011)

Serco

Asset Register for DIAC Detention Centres in Australia & Christmas Island (July - Sept 2010)

EXPERIENCE & PROJECTS

Spotless

Asset Verification of Qantas Facilities Australia wide (Sept 2010 - Jan 2011)

United Services Group

Asset Register for Victorian Correctional Facilities (June/July 2010)

Gomilaroi Housing

Condition Assessment of 115 houses for the Aboriginal Council NW NSW (April - May 2010)

Spotless (NZ)

Asset register of 19 prison facilities in New Zealand (Jan - Mar 2010)

Commonwealth Bank of Australia

Asset register of 1,300 CBA and Bankwest retail and commercial facilities throughout Australia (Aug 2009 - April 2010)

Spotless

Asset register of 64 facilities at Bloomfield Hospital Orange (Sept 2009)

Railcorp (NSW)

Condition Assessment of 28 facilities (Sept 2009)

Hornsby Shire Council

Condition Assessment of 13 facilities (July 2009)

RTA

Condition Assessment of over 350 RTA facilities including Motor Registries, Work Centres and Depots across NSW (Sept 2008 - April 2009)

