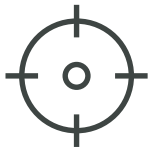


Ten Steps for Implementing a Successful Facility Maintenance Pilot Program

A facility maintenance pilot program can lower risk, tailor solutions while testing proposed strategies, and set up a foundation for a successful relationship with a service provider.

A facility maintenance pilot program gives you a way to test drive your options for improving results and lowering costs for your company. Follow these 10 steps as you design and implement your pilot:

1



Define Exactly What You're Testing

Decide what aspect of facility maintenance is in scope for the pilot and focus on articulating the biggest challenges you'd like to overcome.

2



Set S.M.A.R.T. Goals

Set objectives to solve those challenges and work to define clear goals that are specific, measurable, attainable, relevant and time-based.

3



Determine an Appropriate Length of time

How long will the program run? About six months after establishing a baseline is optimal.

4



Choose Your Testing Group

Define a sample population of your locations or other characteristics based on your goals to run the program in. A minimum of 10% of your locations that are representative of the larger population, including diverse needs, is recommended.

5



Collect Data and Establish a Baseline

Gather and understand your existing data to set achievable success measures and create a pre-pilot baseline to show gains or losses.

6



Contract for Success

Ensure everyone is on the same page. Provide a clear structure around the program and what outcomes follow a successful pilot.

7



Finalize Implementation Plan and Begin Pilot

Draw up the implementation plan and assign roles and responsibilities.

8



Measure Results and Collect Feedback

No pilot program can be successful without continuous quantitative and qualitative feedback throughout the entire process. This informs adjustments and success against goals.

9



Address Challenges

Don't wait until the program is complete, establish regular check-ins with your provider. The program should be flexible enough to adapt as it progresses.

10



Plan for a Successful Full Rollout

If the pilot program meets or exceeds expectations, start a full implementation. The sooner, the better.