Active projects:

Active projects are determined based on supporting criteria* and timelines of other active projects, with agreement from the requestor(s), stakeholders and the Core User Group.

1) Bugs/issues since the upgrade: Fix performance issues when performing certain actions and with interfaces from other systems. Fix issues where Maximo email communications are randomly not being sent out. These issues are being address with changes to user-interface and utility servers. Ticket INC000002238323.

Supporting criteria:
- User impact/high customer satisfaction potential

Estimated Completion: September 2018

2) Streamlining/Data Clean-up: Make aesthetic and field changes to the Facility Coordinator Database in the Maximo Locations application. These changes involve narrowing column widths to reduce scrolling needed to see all of the data, eliminating the need to type free-form text, and providing clean, searchable data. Summary of changes 1) Column sizes are sized more appropriately for the content displayed. 2) When a “Responsibility Level” is chosen, the Resp. Level Description will automatically populate in the adjacent column. 3) The Responsibility Description field was changed from a free-form text field to a field with Drop Down choices for selecting. Ticket INC000002030128

Supporting criteria:
- User impact/high customer satisfaction potential
- Project was 75% complete prior to working on the upgrade and then put on hold until after the upgrade
- Ease of implementation

Estimated Completion: September 2018

3) Streamlining/EZMaxMobile User Support: Remove completed Child Work Orders from the user’s Work Order List in EZMaxMobile. Currently, when tradespeople are assigned to a Parent WO, all of the child work orders are displayed in their WO list until the Parent WO is completed, even if the user has completed their assignment(s) on some of the children WOs. With this change, when the user has completed their assignment(s) on children WO(s), those WOs would no longer show in their child WO list. This will help the user track what work they have completed and what they haven’t, and they will not need to scroll through all of the children WOs they have already completed to determine the remaining work to be done. Ticket INC000002275178.

Supporting criteria:
- High streamlining improvement potential
- User impact/high customer satisfaction potential
- Minimum impact on other processes

Estimated Completion: September 2018
**Maximo Priorities Update**  
**September 19, 2018**

4) **Accessibility:** Modify attachment icons in various Maximo applications. Currently, the icon for adding an attachment and the icon that indicates an attachment exists on a record can be difficult to see, due to its size and light color. This impacts all users of Maximo, as users may be unaware of their ability to create an attachment or that an attachment exists on a record that they may need to reference. A successful solution would be to display an icon that is both larger in size and brighter color. Ticket INC000002301423.

**Supporting criteria:**
- User impact/high customer satisfaction potential
- Minimum impact on other processes
- Ease of implementation

**Estimated Completion:** September 2018

5) **Streamlining/EMCS Support:** Add Maximo Asset Location numbers for Alarm Points in EMCS. The problem of not having Maximo Asset information available in the EMCS database affects EMCS, Zone Management, and our campus partners. The impact is the inability to efficiently gather the data (Asset or Asset Location #) for inputting on relevant Maximo SRs, in order to allow the costs to be tracked against assets entered by EMCS. A successful solution would allow the ability for EMCS operators to view Maximo Asset Locations for alarm points in a convenient location so they can be copied and pasted on the Maximo SR as they enter the SR.

**Supporting criteria:**
- Maximum use of existing technology
- High streamlining improvement potential

**Estimated Completion:** Human Ecology Building (1011) and Martha Van Rensselaer Hall West (1015W) – September 2018.  
Other locations to be completed in this project: Stocking Hall, Warren Hall, NYS Veterinary Diagnostic Lab, Klarman Hall, Gates Hall, Upson Hall, Physical Sciences Building, Botanic Gardens Nevins Welcome Center, Cornell Health, Fischell Band Center.  
**Locations completed:** Humphreys Service Building – December 2017.

6) **Planning & Scheduling Project Support:** Test a calendar view that InterPro Solutions (vendor) has available for EZMaxMobile. The user who is signed in should be able to tap on a particular day, and a list of WOs would be displayed where the Scheduled Start Date for their Labor Assignment is for that day. Then, the user could tap on a particular WO and it would open the WO. This would allow the tradespeople to sort by scheduled start date of their labor assignment so they could view their schedule in date/time order in EZMaxMobile in lieu of using a printed copy of their schedule. Ticket INC000002255545.

**Supporting criteria:**
- Existing project support
- High streamlining improvement potential
- Maximum use of existing technology
- Minimum impact on other processes

**Estimated Completion:** October 2018 (revised from July due to InterPro’s development schedule)
7) Finance support: Create rules in Maximo that would prevent certain types of labor transactions to be saved. Rules are needed to prevent transactions with a Start Date far in the future or far in the past. Having these rules in Maximo will prevent transactions from being entered in financial periods far outside of the current financial period, because when hours are entered far outside the current financial period, it misrepresents the labor hours in the current financial period, which affects financial budgeting reporting. Another rule that is needed is to prevent saving labor transactions greater than a specified number of regular or OT hours in one transaction. This is to prevent incorrect hours from being saved on WOs, thus decreasing the need for correcting entries or transfers. Ticket INC0000002012491

Supporting criteria:
- High potential savings
- User impact/high customer satisfaction potential
- Project was 30% complete prior to working on the upgrade and then put on hold until after the upgrade.

Estimated Completion: October 2018

8) Streamlining Project/FM Procurement Support: Setup and load Grainger Vending Feed into Maximo via provided Excel file. Now, trades wants something out of vending machine. Type in WO #, and other info, take stuff needed. Middle of the month, Grainger sends spreadsheet with data person, WO, unit information. Procurement representatives currently reviews all of the transactions, manually creates the material charges on billable WOs into Maximo, and charges the Maintenance Account for consumable orders. This process takes approximately 8 hours per month. A task will be created to pull in the information automatically into Maximo. Ticket INC000001673050.

Supporting criteria:
- High potential savings
- High streamlining improvement potential
- Project was 50% complete prior to working on the upgrade and then put on hold until after the upgrade.

Estimated Completion: October 2018

9) Reporting: Update Maximo reports to accurately show work logs made against a task. This will allow for reporting to display comments bound to a specific reading on that task. Recent changes in Maximo now appropriately show work logs made against a task either in Task Readings or directly on the Task. This change will allow accurate Condition Monitoring reporting to display data at the relevant level. Ticket INC000002295386.

Supporting criteria:
- Existing project support
- Maximum use of existing technology

Estimated Completion: October 2018

10) Streamlining/FM Procurement Support: Add Vendor smart search capability in Maximo Desktop Requisitions. In Maximo Desktop Requisitions, when the user clicks “Select Value” from the Vendor field, if the user doesn’t type the vendor description in exactly the way it is listed, the vendor does not come up in the search/filter. This impacts FM Procurement as it makes it difficult to find a vendor in the system. A successful solution would provide the ability to search vendors if only part of the vendor description is typed in a filter box. Ticket INC000002301636.

Supporting criteria:
- User impact/high customer satisfaction potential
- Minimum impact on other processes
- Ease of implementation

Estimated Completion: October 2018
11) **Streamlining/UFR Support:** Add a notification on Service Requests for assets under warranty. In the Work Order Tracking application, when a Work Order is created with an Asset associated to it that is under warranty (has a Warranty date in the future), a "caution" triangle icon appears, with a message about the warranty. However, this notification does not currently appear in the Service Request application under the same circumstances. This impacts UFRs entering SRs for particular assets, as having the warranty notification may be helpful in their decision to submit the SR. A successful solution would display the warranty message on SRs at the time an asset number with a future warranty date is added to the SR. Ticket INC000002313680.

**Supporting criteria:**
- Maximum use of existing technology
- User impact/high customer satisfaction potential
- Minimum impact on other processes
- High streamlining improvement potential

**Estimated Completion:** October 2018

12) **Streamlining Project/FM Procurement Support:** Create an interface for Procurement to manage consumables lists. Currently, any changes to the trade-specific consumables lists are made by CIT. This is not a good use of CITs time, as it is not programming support - is it modifying lists of items. There is also a wait time for the change to be made depending on other IT priorities. An interface is being designed so FM Procurement can manage the lists of items as needed. Ticket INC000001916088.

**Supporting criteria:**
- High potential savings
- High streamlining improvement potential
- Project was 40% compete prior to working on the upgrade and then put on hold until after the upgrade.

**Estimated Completion:** January 2019

13) **Stewardship:** Implement Maximo for the Cornell Tech campus (Phase 1). The Cornell Tech campus currently uses the TMA system for corrective maintenance work orders. With the goal of utilizing a more robust system while leveraging systems and interfaces already in place at the Ithaca and Geneva campuses, Cornell Tech will be set up as a separate site in Maximo. Phase 1 for this project includes the creation of corrective maintenance work requests (work orders), the assignment of trades, and the trades utilizing the EZMaxMobile application to receive their work and enter information. Additional project phases will include expanding its use to include preventive maintenance/recurring work orders and asset management. Ticket INC000002314927.

**Supporting criteria:**
- Maximum use of existing technology
- User impact/high customer satisfaction potential

**Estimated Completion:** March 2019
Criteria for selecting active projects:

- User impact/high customer satisfaction potential
- Maximum use of existing technology
- High potential savings
- High streamlining improvement potential
- Minimum impact on other processes
- Existing project support
- Ease of implementation
- High probability of quick results
- Projects that were in progress and then put on hold in late 2017 due to upgrade efforts (and determined there is still a need)

Bug fixes and smaller tasks, such as minor configurations or setting changes will be merged with the larger projects above. As each project nears completion, other open Remedy tickets will be re-evaluated, and active projects will be determined based on the supporting criteria and timelines of other active projects, with agreement from the requestor(s), stakeholders and the Core User Group.

The list of completed projects are posted on the Maximo website.