“smart” buildings with state-of-the-art security, energy management, lighting strategies, and maintenance efficiency. Discover innovative solutions for human resources needs. Integrate the Internet into your management program.

Automate nearly all your tasks for major productivity gains. Apply benchmarking standards and other measurements that demonstrate and assure facility management productivity. Accompanying time-saving, efficiency-boosting CD-ROM is loaded with sample documents—from budgets, schedules, plans to cost-benefit analyses, checklists, forms and audits; standards for communications and database, integration, building and construction, CAD conventions; Web links and other resources.

Educational Facilities

Residential Construction Academy: Facilities Management: Maintaining, Repairing, and Remodeling. Get longer, safer system operating life for every facility maintenance dollar! How do you efficiently manage facility infrastructure? You turn to this hands-on, answer-packed, time- and money-saving guide designed for every facility manager who has to do more with less. It shows you how to conduct seamless facility condition inspections that provide an overall snapshot of the current condition of your facility, generating enormous amounts of priceless information that will help you reduce or eliminate downtime and keep your facility humming. This comprehensive, portable toolkit packs everything you need to: Continually assess the condition status of every aspect of a building; all of its systems and equipment, components and subcomponents. Identify deficiencies before they become major problems. Get better performance from every system.

Recreation Facility Management. This book adopts a multidimensional approach to explain current practices and trends in facility management. Presenting both research and practical insights from around the globe and providing definitions, examples and case studies, it allows readers to gain an understanding of corporate real estate, as well as asset, property, and facility management in the context of digital transformation, sustainability practice and process optimisation. The authors also discuss the latest trends in workplace management, the use of emerging technologies to optimise provision of facility services, and change management to implement new processes and reporting. A good mix of theory and practice, including a diverse set of examples, provide a constructive learning experience to the reader.

Managing Sport Facilities, 3E. This outstanding new text provides a clear understanding of how the ideal long-term care facility should operate, and how prospective as well as currently employed nursing home administrators can hone their skills to deliver quality services cost-effectively.

The Facility Management Handbook: Recreation Facility Management: Design, Development, Operations, and Utilization presents a comprehensive introduction to the field of facility design, management, and maintenance for practicing or future recreation professionals.

Health Fitness Management. In the course of their work, the facilities manager will face a range of complex and often challenging tasks, sometimes concerned with a single business premise, often across an entire property portfolio. To help with those tasks, the Facilities Manager’s Desk Reference provides the facilities manager with invaluable source of highly relevant, practical information on the key principal facilities management services, as well as information on legal compliance issues, the development of effective policies and tactical best practice information. With a clear practitioner perspective the book covers both hard facilities management issues and is presented in an easy-to-read, concise format. The Facilities Manager’s Desk Reference will be a first point of reference for all busy facilities managers and will save them time by providing access to the information needed to ensure the safe, effective and efficient running of any facilities function. It will also serve as a useful overview for students studying for their professional and academic qualifications in facilities management.

Project Management for Designers and Facilities Managers. Based on best practices and proven research, The Facility Management Handbook has long been the go-to resource for professionals in the field. Extensively updated for the realities of today’s workplace, the third edition provides readers with the tools and guidance they need to wipe out inefficiency and create a productive facility that integrates people, place, and process. Covering a broad range of topics from space planning and maintenance to benchmarking and outsourcing, readers will gain practical insight into how they can: design, construct and maintain facilities using sustainable practices; provide a safe, attractive work environment that supports productivity; ensure that facility plans match organizational needs; plan and control capital expenditures; address critical security and emergency preparedness issues. Complete with case studies and indispensable information on sustainability and post-9/11 security concerns, this is still the ultimate resource for facility managers.

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