

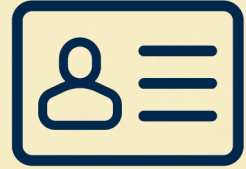


**BIENNIAL  
CAPITAL  
EQUIPMENT** ... **INVENTORY**  
FISCAL YEAR 2027

**BROUGHT TO YOU BY:**  **hosa**  
ASSET MANAGEMENT

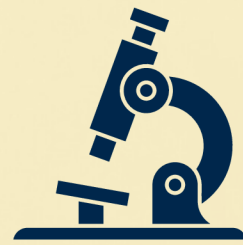
 | FINANCE  
**PROPERTY CONTROL**  
UNIVERSITY OF MICHIGAN

# PRESENTATION OVERVIEW



## INTRO.

MEET THE  
HCA TEAM &  
FACES OF  
INVENTORY



## INVENTORY PROCESS

LEARN  
ABOUT THE  
WHY, THE  
TOOLS, AND  
THE PHASES



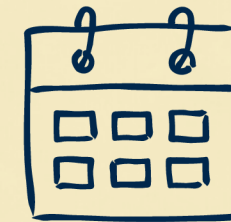
## COMMON TOPICS

REVIEW  
FREQUENTLY  
ASKED  
QUESTIONS



## STEPPING STONES TO SUCCESS

DISCUSS  
WHAT IS  
NEEDED FOR  
SUCCESS



## NEXT STEPS

RECAP OF  
IMPORTANT  
DATES &  
PROCESS  
STEPS



## QUESTIONS

OPEN  
FORUM FOR  
ALL ON THE  
CALL

# WHO?

*The Team*

## SPONSORS

- **Tally Thrasher**  
Assistant VP & Chief Procurement Officer.
- **Cheryl Soper**  
Assistant VP of Financial Operations



FINANCE  
PROPERTY CONTROL  
UNIVERSITY OF MICHIGAN



**M** JOHN BARKHIMER  
PC MANAGER



**M** ALLEY MANN  
PROJECT COORDINATOR



**M** AIMEE KAMSTRA  
SENIOR ADMINISTRATOR



**hosa** MARIANA TRAETTA  
ASSET MANAGEMENT VP CAM OPERATIONS



**hosa** MATT KWAPICK  
ASSET MANAGEMENT DIRECTOR



**hosa** MIKE PENNEFEATHER  
ASSET MANAGEMENT DIRECTOR



**hosa** TIM BRIGNULL  
ASSET MANAGEMENT SENIOR CONSULTANT



**hosa** DAVID FULLENWILEY  
ASSET MANAGEMENT SENIOR CONSULTANT



**hosa** MARK GALBIERZ  
ASSET MANAGEMENT SENIOR CONSULTANT

# WHY?

... Introduction

## REASONS FOR COMPREHENSIVE RFID SCANNING

- CREATION OF INTERNAL EFFICIENCIES WITH ESTABLISHED TECHNOLOGY
- FEWER DISRUPTIONS TO UNIVERSITY OPERATIONS IN SENSITIVE SPACES
- CAPITAL EQUIPMENT SAFEGUARDING AND INTERNAL CONTROLS
- IMPROVED DATA ACCURACY
- COMPLIANCE WITH FEDERAL REQUIREMENTS
  - UNIFORM GUIDANCE – 2 CFR PART 200
  - REDUCTION OF AUDIT RISK

# WHAT?

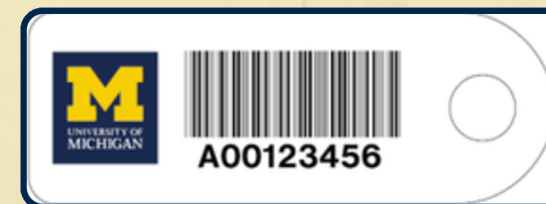
PROCESS

*Inventory*

## ONSITE CAPITAL EQUIPMENT RFID SCANNING

- CAPITAL EQUIPMENT SCANNING OF APPROX. 28,000 PIECES OF CAPITAL EQUIPMENT IN NEARLY 500 BUILDINGS
  - SCANNING AND REVIEW OF EXISTING ASSETS – TAGGED AND UNTAGGABLE
- RECONCILE DATA RECORDS
  - COMPLETE AN ACCOUNTING RECONCILIATION TO CREATE CLEAN ASSET FILE FOR COMPLIANCE

**TSL 2128P**  
Long Range  
RFID Reader



# PHASES OF INVENTORY

## KICK OFF

- INFORM UNIVERSITY COMMUNITY
  - MAY 28, 2026
- TOWN HALL MEETINGS
  - **JUNE 11 & 24, 2026**
- CLARIFY ROLES/ RESPONSIBILITIES
- OPPORTUNITY FOR QUESTIONS

## BLITZ

- **BUILDING FOCUS**
- HCA STAFF WILL COVER ANN ARBOR, DEARBORN, & FLINT CAMPUSES, AND THE MEDICAL SCHOOL (UM-HEALTH EXCLUDED)
- MAJORITY OF EQUIPMENT WILL BE LOCATED DURING THIS PHASE
- **JULY 13, 2026 - MID AUGUST**

## RECONCILIATION

- **DEPARTMENT FOCUS**
- APPOINTMENTS SCHEDULED TO LOCATE ITEMS NOT FOUND DURING BLITZ PHASE
- LIST OF "TO BE ACCOUNTED FOR" ITEMS WILL BE PROVIDED TO DEPARTMENTS IN ADVANCE
- **LATE AUGUST - END OF SEPTEMBER**

## FINAL PC RECON.

- PROPERTY CONTROL SENDS KEPR VERIFICATION LINKS TO DEPT POC'S FOR REMAINING ASSETS & THOSE NEEDING ADDITIONAL INFORMATION
  - **UNACCOUNTED FOR**
  - **PENDING SURPLUS**
  - **TRADE IN**
- **OCTOBER 2026 - TBD**

# DEPT.

*Reconciliation*

**EXPECTATIONS**  
•••

## **REVIEW LIST BEFORE MEETING WITH HCA STAFF**

- REMAINING ITEMS MAY BE IN DIFFICULT TO LOCATE PLACES (E.G. INSIDE DRAWERS/CABINETS), MAY BE DIFFICULT TO IDENTIFY (E.G. FABRICATIONS), OR MAY BE OFF-SITE OR RETIRED

## **CONTACT DEPT. PERSONNEL AND COLLECT INPUT BEFORE MEETING**

- PI'S, LAB MANAGERS, ETC. TO MAKE SURE ITEMS HAVE BEEN LOCATED
- WE RELY ON YOU – DEPARTMENTS – TO WORK WITH YOUR INTERNAL STAFF TO HELP US ACCOUNT FOR THE REMAINING ITEMS

# COMMON TOPICS

## INTERFERENCE

- NO RFID SIGNAL INTERFERENCE WITH EQUIPMENT FUNCTIONALITY
- PASSIVE UHF RFID TAGS
- NO INTERFERENCE (UHF 902-928 MHZ)

## SENSITIVE SPACE

- BIOSAFETY LEVEL 3 (BSL3S)
- ANIMAL AREAS (VIVARIUMS)
- DATA CENTERS
- HOUSING
- CLINICAL AREAS

## HCA TIMING

- PRELIMINARY SCHEDULE FOR BLITZ PHASE CAN BE FOUND ON THE [PROPERTY CONTROL WEBSITE](#)
- IF ANY PI'S REQUIRE ESCORTS, PLEASE REACH OUT TO HCA FOR AN APPOINTMENT

## IDENTIFYING HCA

- HCA STAFF WILL WEAR U-M CONTRACTOR BADGES AND WILL CARRY A COPY OF MEMO IN CASE OCCUPANTS ARE UNAWARE OF TAGGING INITIATIVE

## SCANNING OF TAGS

- TREATMENT OF UNTAGGABLE ASSETS – SMALL SUBSET OF RESEARCH ASSETS THAT SHOULD NOT BE TAGGED
- TREATMENT OF VEHICLES, IT SWITCHES

## DEPRECIATED ASSETS

- ALL CAPITAL EQUIPMENT STILL IN USE MUST BE INCLUDED IN THE UNIVERSITY'S INVENTORY RECORDS UNTIL PROPERLY DISPOSED OF THROUGH PROPERTY DISPOSITION'S EDOS PROCESS

# STEPPING STONES TO A SUCCESSFUL INVENTORY...

TOOLS AND  
TECHNOLOGY

FLEXIBILITY

SPACE  
ACCESS

COMMUNICATION

DATA  
INTEGRITY

POINTS OF  
CONTACT

FLOOR  
PLANS

# DO YOU KNOW WHERE YOUR ASSETS ARE?

*Let's Work Together ...*



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Tim Brignull - [tbrignull@hcamgt.com](mailto:tbrignull@hcamgt.com)