

## Asset Management Plan Template Example 1

Section Name	Description of Contents
Executive Summary	<ul style="list-style-type: none"> <li>Typically a stand-alone high-level overview of the TAMP, used to communicate the content of the TAMP to elected officials and external stakeholders.</li> </ul>
Introduction	<ul style="list-style-type: none"> <li>Sets the scene, provides a high-level description of the agency's mission and goals, its role and the roles of other parties, and the purpose of the TAMP. Addresses stewardship and life-cycle management requirements. Has a high-level description of the assets—what they consist of, quantities, financial worth or value.</li> </ul>
Levels of Service	<p><b>Objectives and measures</b></p> <ul style="list-style-type: none"> <li>The agency's mission is broken out into key drivers, transportation services, and levels of service (LOS) or performance measures.</li> <li>These define the agency's high level values and priorities, such as safety, preservation, growth, etc.</li> <li>The LOS are the yardsticks by which the agency's performance is to be measured and monitored. Identifies relevant stakeholders and key user groups, describes consultation and stakeholder expectations of the services.</li> <li>Identifies any laws and regulations that impose mandates or constraints on performance or the implementation of asset management. May present strategies to overcome regulatory barriers.</li> <li>May also identify program needs to close identified LOS performance gaps.</li> <li>This section also describes the agency's current and desired capabilities to deliver the required services and quantify the measures, and reports current performance quantitatively as a demonstration of existing capability.</li> </ul>
Life-Cycle Management	<p><b>Pavement and bridge inventory and conditions</b></p> <p><b>Performance gap identification</b></p> <p><b>Lifecycle cost and risk management analysis</b></p> <ul style="list-style-type: none"> <li>More detailed information about the assets, including condition and performance summaries, asset life cycles, useful lives, and remaining lives; identifies critical assets.</li> <li>Life-cycle strategies and management methods for all activities relating to the assets, including operations, maintenance, asset renewals, and new asset development work activities, condition and performance monitoring, risk management practices, procurement, and how the program will be delivered. This will be drawn from the results of life-cycle and risk-based analyses and interpretation and lead into program development and program needs.</li> <li>Also includes: <ul style="list-style-type: none"> <li>An overview of current and desired capabilities in pavement and bridge management and other applicable areas of asset management systems for life-cycle management.</li> <li>Descriptions of the drivers, including priority allocation processes, for each type of work undertaken.</li> </ul> </li> </ul>

Growth and Demand	<ul style="list-style-type: none"> <li>• Identifies the drivers and influences of change on the network. Assesses how the anticipated future growth and demand for transportation services will impact the demand for new or better assets and asset maintenance and renewal needs in the future.</li> <li>• May identify program needs to cater to future demand.</li> <li>• Describes demand management strategies as a means of reducing the impact of demand growth on assets.</li> <li>• Also describes the agency’s current and desired capabilities to measure demand and growth as they affect asset management processes and investment needs.</li> </ul>
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Financial Summary	<p><b>Financial Plan and Investment Strategies</b></p> <ul style="list-style-type: none"> <li>• Brings together all program needs identified in the TAMP into medium and longer term financial cash-flow forecasts—to support the more detailed annual budget process.</li> <li>• Financial management policies. GASB34 financial reporting requirements, including projected asset valuation and depreciation, could also be included here.</li> <li>• An overview of funding sources, constraints on the use of funding, long-term funding needs, and other aspects of the budgeting and funding processes that impact asset management.</li> </ul>
TAM Practices	<ul style="list-style-type: none"> <li>• Describes current organizational processes supporting asset management decision making and reports current status of TAM practice in the form of the self assessment.</li> <li>• Describes the information systems and tools used to support TAM.</li> <li>• Describes data needs and quality expectations.</li> </ul>
Improvement Plan	<ul style="list-style-type: none"> <li>• A work plan for improvements to asset management processes in order to move from the current state to the desired state in the agreed time frame. Includes a description of risk factors and anticipated problems.</li> </ul>
Appendices	<ul style="list-style-type: none"> <li>• Tables and documentation in support of the preceding sections.</li> </ul>