Facilities Information Management System

DATE: May 22, 2014

TO: FIMS User Community

FROM: Phil Dalby
                 Office of Property Management (MA-65)

SUBJECT: Facilities Information Management System (FIMS) Version 2.18 Release

Today, Thursday May 22, 2014, version 2.18 of the Facilities Information Management System (FIMS) was released. The URL to access the FIMS application is https://fimsweb.doe.gov. This release addresses the following enhancements which will automatically be available when you log into FIMS from your browser. The Change Request can be found on the FIMS informational website (http://fimsinfo.doe.gov/change_requests.htm).

- A new window called Utilization has been developed and is now available for buildings and trailers for all ownership types. The details of the Utilization window are outlined in Change Request 14-10. The development of this new window is necessary to support the Laboratory Operations Board initiative. It allows the Department to define a common set of fundamental space types that enable the work that we do, the amount we have and assess our degree of use. This enables the Department to define the site and enterprise in terms of enabling space defined with consistent attributes using rigorous and defensible assessment methodologies, provide a transparent linkage between infrastructure needs and program capabilities, and translate space condition and performance in meaningful ways to downstream budget needs and priorities. This new window is required for all Sites that are participating in the Laboratory Operations Board initiative and optional for all others. If additional clarification is needed, please contact your Headquarters Program office representative.

  The Utilization window contains the following data elements. This data can be input via this new screen or utilizing the FIMS upload capability.
  - Gross Sqft or Ingrant Sqft - These are existing FIMS data elements and will be display only from this window.

  - Usable Sqft - This is an existing FIMS data element formally called Net Usable Sqft but has now been renamed to Usable Sqft. This data element will be display only from this window.

- o Asset
    - ▪ <u>% Utilized</u> - This is an existing FIMS data element formally called Utilization but has been renamed to % Utilized.
    - ▪ <u>Utilization Level</u> – This is a system generated data element. It will display one of the following four values based on the Asset Utilization % Utilized: Over Utilized (% Utilized > 95%), Fully Utilized (% Utilized 75% to 95%), Under Utilized (% Utilized 10% to < 75%), and Not Utilized (% Utilized < 10%).

- o Space Type
    - ▪ <u>% Utilized</u> - This is a system generated data element. The formula for this calculation is based on the space type table on the window.
    (Total Space Type Utilized SF / Total Space Type Usable SF * 100).
    - ▪ <u>Utilization Level</u> – This is a system generated data element. It will display one of the following four values based on the Space Type % Utilized: Over Utilized (% Utilized > 95%), Fully Utilized (% Utilized 75% to 95%), Under Utilized (% Utilized 10% to < 75%), and Not Utilized (% Utilized < 10%).

- o <u>Utilization Notes</u> - This is an optional data element that will provide up to 250 characters to allow for justification of entries or capture rationale.

<u>Space Type Table</u>
- o <u>Space Types</u> – Optional data elements will be available for entry for each of the following Space Types.
    - ▪ High Bay
    - ▪ Ventilation Intensive
    - ▪ Power Intensive
    - ▪ General – Wet
    - ▪ General – Dry
    - ▪ Office
    - ▪ Storage

- o <u>Space Type Usable SF</u> – An optional data element that will be available for the Space Types previously identified. It represents the amount of usable square footage of a space (e.g., a room) and all the associated square footage necessary for meeting the function for the space (e.g., a control room for a facility in a high bay). The sum of the usable area of the identified space types will never exceed the asset level usable space.

- o <u>Space Type Utilization %</u> - An optional data element that will be available for the Space Types previously identified. It represents utilization percentage of the space types previously identified.

- o <u>Space Type Utilized SF</u> – This is a system generated field. It is the result of Space Type Usable SF * Space Type Utilization %.

- o <u>Space Alternatively Used</u> – An optional data element that denotes that a space is presently used for an activity that does not necessitate the space type (for example, Ventilation Intensive capable space used for Storage).

- The Dimension window has been modified to rename Net Usable Sqft to Usable Sqft. This is also reflected in the FIMS Ad Hoc query tool, Upload template and AAIM module.

- The FIMS Ad Hoc query tool has been modified to include the following new fields associated with the Utilization window. The new fields are all prefixed with 'Util' so they will sort together in the Ad Hoc query tool list.

Util-Asset % Utililzed	Util-Asset Utilization Level	Util-Gen Dry Alt Used
Util-Gen Dry Usable SF	Util-Gen Dry Utilization %	Util-Gen Dry Utilized SF
Util-Gen Wet Alt Used	Util-Gen Wet Usable SF	Util-Gen Wet Utilization %
Util-Gen Wet Utilized SF	Util-High Bay Alt Used	Util-High Bay Usable SF
Util-High Bay Utilization %	Util-High Bay Utilized SF	Util-Office Alt Used
Util-Office Usable SF	Util-Office Utilization %	Util-Office Utilized SF
Util-Power Intensive Alt Used	Util-Power Intensive Usable SF	Util-Power Intensive Util %
Util-Power Intensive Util SF	Util-Space Type % Utililzed	Util-Space Type Util Level
Util-Storage Alt Used	Util-Storage Usable SF	Util-Storage Utilization %
Util-Storage Utilized SF	Util-Total Usable SF	Util-Total Utilized SF
Util-Vent Intensive Alt Used	Util-Vent Intensive Usable SF	Util-Vent Intensive Util %
Util-Vent Intensive Util SF		

- The Property Info window has been modified to include two additional Hazard Category fields labeled **Hazard Category 2** and **Hazard Category 3**. The additional Hazard Category fields will benefit those assets that have more than one Hazard Category.

- The FIMS Microsoft Access database file (fimsweb052014.mdb) has been updated to reflect changes in the database as a result of this release. This Access database file is available for download from the FIMS informational website (http://fimsinfo.doe.gov/downloads.htm).

- The FIMS User's and Reporting Guides have been updated to reflect these enhancements. These documents can be downloaded from the FIMS informational website (http://fimsinfo.doe.gov/documentation.htm).

If you have any questions related to this software release, please contact the FIMS Hotline at 301-337-6019 or email FIMS Support.