

FMD Facilities Inventory Data Management / Square Footage Report

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Presentation Agenda

- Introduction
 - Data Management Specialists
 - What Do We Do?
 - Who Uses Our Information?
 - How Does the Data Flow? - Data Synergy
 - Square Footage Report:
 - Overview
 - Methodology
- Questions/Comments?

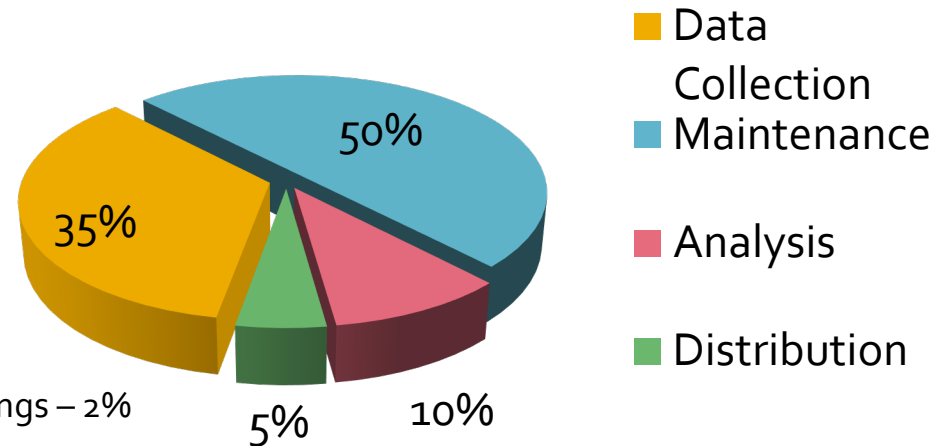
• **Data Management Specialists: What Do We Do?**

- Collect, maintain, analyze and distribute data related to buildings and other facilities associated with UGa.
 - This data is used by UGa / USG for:
 - Administrative Branch Reporting
 - Space Utilization Analysis
 - Support Facility Related policy
- Coordinate and maintain the AiM database:
 - Including the collecting, editing, processing and distributing of data required for Board of Regents reports.
- Provide data and reports for ad hoc studies and requests

• Data Management Specialists: What Do We Do?

■ Job Duties:

- 35% - Data Collection
 - Contact UGa and other sources to gather information.
- 50% - Maintenance
 - Update Data
 - Dept. Occupancy
 - Room Use
 - Program Classification
 - Create and/or update AutoCAD drawings – 2%
 - Review Data
 - Correct Data
- 10% - Analysis
 - Determine new building numbers
 - Develop Standard reports
- 05% - Distribution



• Data Management Specialists: Who Uses Our Information?

■ 14 Systems using DB2 / 9 Systems using FIDB

A. Systems using Facilities DB2 tables - BFFI91A (rooms) and BFFI92A (buildings)

- OIR
- OUA
- Faculty Directory
- Training & Development
- Budget Amendment - DFS
- Financial Accounting
- Central Receiving
- Equipment Inventory (Property Control)
- Central Office Supply
- Purchasing - Campus Entry
- Procurement
- Central Research Stores System (Chemical Tracking System)
- Central Duplicating
- Employment Tracking System

B. Systems using FIDB - IMS

- Grade Rolls
- Advisement System
- Counseling and Testing
- Course Offerings
- Registration
- Student Housing
- Student data base system
- Course History system
- Payroll

• Data Management Specialists: Who Uses Our Information?

■ 6 Ancillary Systems/21 Other identified Users

C. Additional areas where facilities data is used but currently no direct link established between existing FI system and specified application

- Telephone System
- Risk Management
- Classroom Scheduling (Ad Astra)
- University Architects / GIS project
- Campus Preparedness / Public Safety
- BLLIP

D. Other identified uses of FIDB

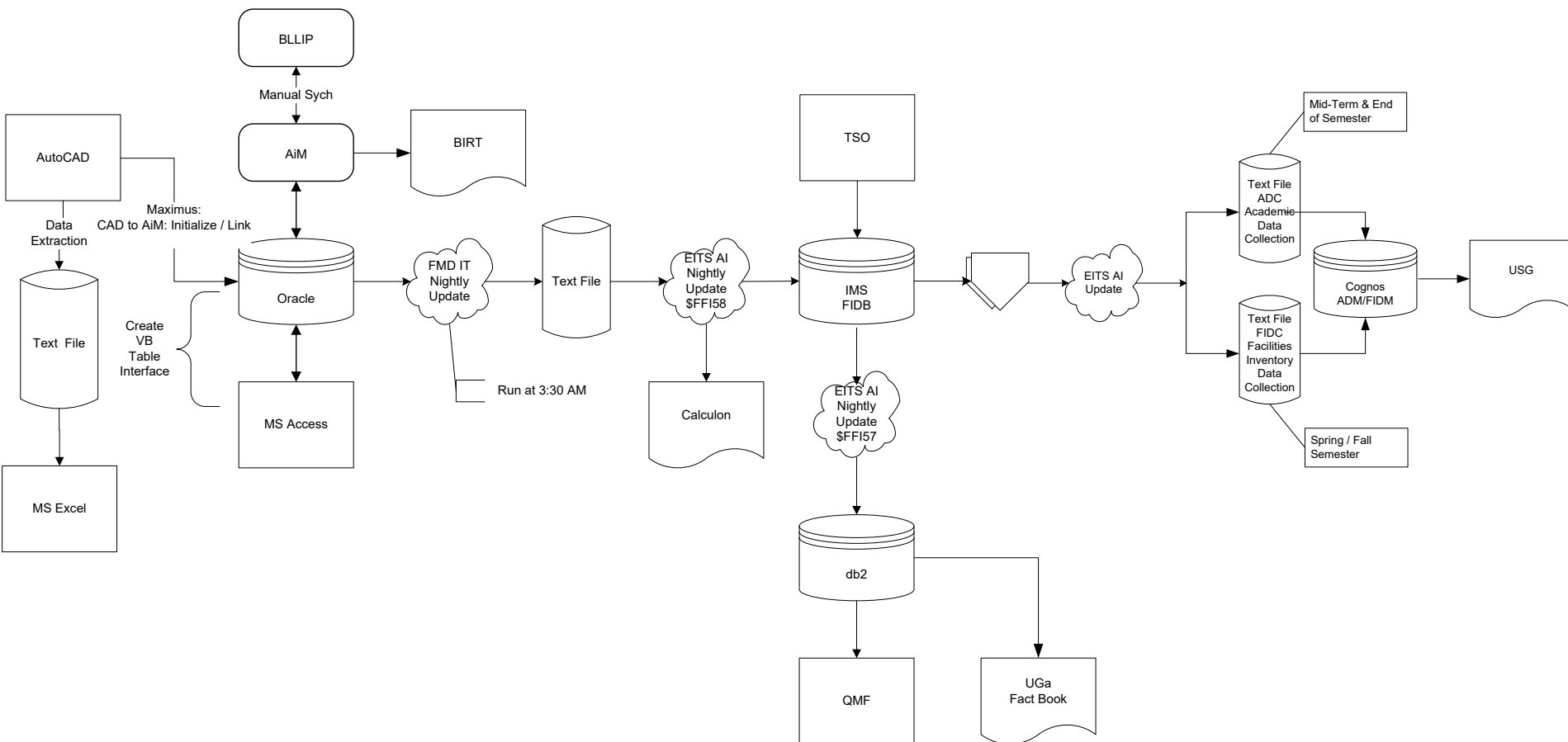
- AIS batch jobs
 - HR data warehouse
 - Faculty directory
 - Personnel/leave reporting/salary survey
 - Course Offerings
 - Curriculum Reporting
 - Degree Audit
 - Graduation
 - Grade Rolls
 - International Programs and Services
 - Locator and Reporting
 - Registration
 - Student Directory and Activities
 - Student Housing
 - Space Inventory
 - Student database System
 - Space Utilization
 - Graduate Student Reporting
 - Equipment Inventory
 - Central Research Stores System
- OIR batch jobs

- # Data Management Specialists: Data Synergy

- Systems Integration:
 - 6 Repositories:
 - AiM
 - [BLLIP](#): Building, Land and Lease Inventory of Property
 - Cognos
 - DB2
 - IMS
 - Oracle
 - 6 Application Interfaces:
 - AutoCAD, BIRT, Ms Access, Ms Excel, QMF, TSO
 - 4 Job Streams; Appx 14 jobs:
 - 1 FMD, 3 EITS (\$FFI57XA, \$FFI57XB, \$FFI57XC, \$FFI57XD, \$FFI57XE, \$FFI57XF, \$FFI57XG, \$FFI57XH, \$FFI57XI, \$FFI57XJ, \$FFI57XK, \$FFI57XL)

- # Data Management Specialists: Data Synergy

FMD FI Dataflow



• Square Footage Report Overview

- Synopsis:

- Each year a square footage report is submitted to the [Board of Regents Budget Office](#). This is an opportunity for UGA to amend the reported square footage used for Resident Instruction, or RI. This report is typically due at the end of June

- Goal:

- The goal is to find all added buildings (addition), omitted buildings (deletion), or differences in gross sqft (either addition or deletion) that will alter net RI space. It also includes any new buildings that will come on line within the next two years.

- Data:

- Sources:

- FIDB: Compare the FRPT 6oA report with the current facilities data.
- Lease Data: Compare the current list of leases obtained from the Real Properties Office with last years lease data.
- New Developments (or information not yet forwarded to this office) Send an email to all UGA employees , i.e. "The Players" who may have further information on planned projects.

- Players:

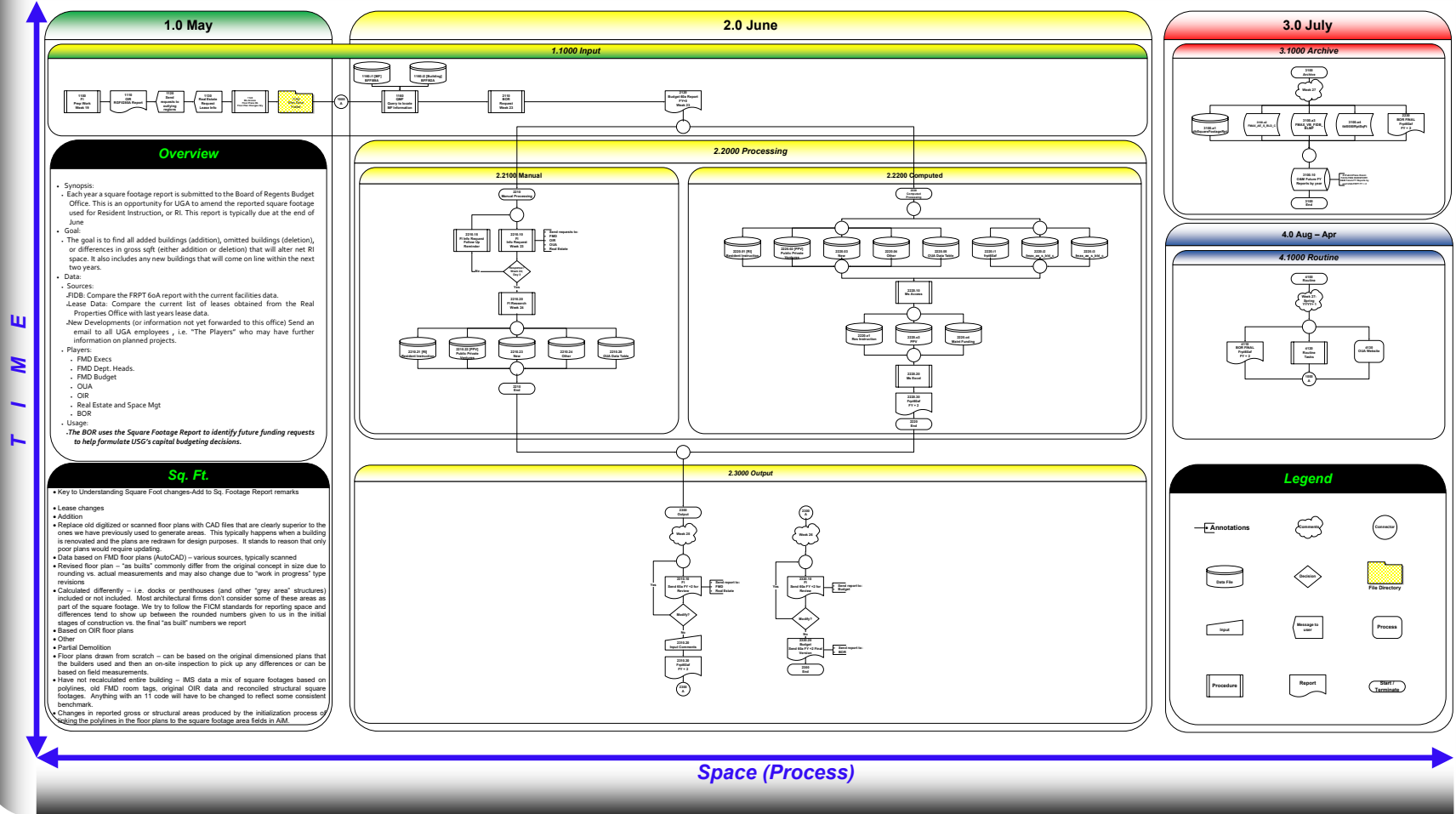
- FMD Execs
- FMD Dept. Heads.
- FMD Budget
- OUA
- OIR
- Real Estate and Space Mgt
- BOR

- Usage:

- ***The BOR uses the Square Footage Report to identify future funding requests to help formulate USG's capital budgeting decisions.***

• Square Footage Report Methodology

FMD FI Square Footage Report Workflow



• Square Footage Report Methodolgy-1.0 Prepwork

■ 1.0 May

- 1100:Prepwork [Week 18-Week23]:
 - 1110:OIR-Request [RGFI1280A](#) Report
 - 1120:Send requests to outlying regions
 - 1130:Real Estate-Request Lease Information
 - 1140:Aim/CAD Exception Report
 - [1150:Elec Docs Folder](#)
 - Helps to location square footage of Active Construction Projects
 - 1160 QMF
 - Query to locate Maintenance Funding Information
 - Input:
 - BFFI89A:Maintenance Funding table
 - BFFI92A:Building Data table

- **Square Footage Report
Methodolgy-2.0 Input**

- **2.0 June**

- 2100 Input [Week 23]:
 - [2110:BOR Request](#) :
 - [2120:Budget Request](#)
 - [FRPT 60a report](#)
 - [FY2016 Square Footage Summary Report](#)

• Square Footage Report Methodolgy-2.0 Processing

- 2.0 June
 - 2200 Processing [Week 23-Week25]:
 - 2210 Manual Processing:
 - 2210.10 FI Info Request
 - 2210.20 FI Research
 - 2220 Computed Processing
 - 2220.10 Ms Access
 - 2220.20 Ms Excel
 - 2220.30 Frpt6oaf (FY + 2)

- **Square Footage Report
Methodolgy-2.0 Output**

- **2.0 June**

- 2300 Output [Week 25-Week27]:
 - 2310.10 Frpt6oaf (FY + 2) Review
 - FMD
 - Real Estate
 - 2320.10 Frpt6oaf (FY + 2) Review
 - Budget
 - 2320.20 Frpt6oaf (FY + 2) Final Version
 - Send to BOR

- **Square Footage Report
Methodolgy-3.0 Archive**

- **3.0 July**

- 3100 Archive [Week27]:
 - 3100.a1 Ms Access Database: dbSquareFootageRptFMD
 - 3100.a2 AiM Building Table:FMAX_AE_S_BLD_C
 - 3100.a3 Oracle Maint. Funding Table:FMAX_VB_FIDB_BLMF
 - 3100.a4 Ms Access Square Footage table: tblooooRptSqFt
 - 2230 BOR FINAL Report: Frpt6oaf FY + 2

• Square Footage Report Methodolgy-4.0 Routine Tasks

- 4.0 Aug – Apr
 - 4100 Routine Tasks [Week27-Week 18 YYYY+1]:
 - 4110: BOR FINAL Report Frpt6oaf is finalized.
 - 4120: FI Daily Tasks
 - 4125: FI Automated Tasks
 - 1 job – 28 tables
 - 4130: [OUA Website](#) Monitoring
 - Phases:
 - “Construction”
 - “Designed”
 - “Planned”
 - **Conclusion:**
 - *Reset & Start the process again.*

- # Questions/Comments?

- Questions?
- Comments?