Welcome to today’s presentation:

*Say Aloha to Kahua!*

*August 18, 2022*

*The presentation will start at 1:00 pm Eastern*

**Note:** Phones are automatically muted during the presentation. You can send questions to our presentation team via your Q&A pane and team will answer as many questions as possible during the presentation. All questions will be responded to in writing in a formal Q&A document, posted along with the slide deck and session recording, on our website, [http://www.gsa.gov/ces](http://www.gsa.gov/ces)
Say Aloha to Kahua!
GSA’s New Project Collaboration Tool

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Agenda

• What is Kahua?
• What does Kahua offer?
• How will I use Kahua?
• How do I get access?
• Where can I get more information?
• Demo
Poll Questions 1 and 2

• Q1: I have used GSA’s former project management system, ePM? (yes/no)

• Q2: I have a GSA Kahua account (yes/no)
What is Kahua?

GSA’s new project management and collaboration tool
- Integrates with PBS data sources
- Includes the full project lifecycle
- Accommodates different project types and sizes
- Allows for stakeholder collaboration

Commercial off-the-shelf, web-based software configured for GSA
- Access via desktop, web browser or mobile device
- FedRAMP approved, supporting CUI/Sensitive Building Information (formerly SBU)
- Controlled access to project information
What does Kahua offer?

Ability to stay informed and up-to-date on your project

• Get project information in one location
• Access to project information when you need it
• View project status, contacts, daily reports, field observations, submittals, punch lists, RFIs
• See project information in a dashboard or report format
• Download attachments and export views of project information

NOTE:

• All Client Project Agreements (CPA) will be managed in the tool and approved via DocuSign. Customers will not access CPAs in Kahua.
• Kahua provides project information on a project-by-project basis. Aggregate reporting not available.
What does Kahua offer? (continued)

Ability to improve project delivery through collaboration

- Participate in the project management process by reviewing project documents and providing comments
- Upload and workflow project documents if needed
- Share project information with non-Kahua users
- Track the history of comments and decisions
# How will I use Kahua?

## Kahua Usage Matrix for Customers

<table>
<thead>
<tr>
<th>Project Information</th>
<th>Kahua Applications</th>
<th>Roles</th>
<th>Customers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Observe (reference, no action needed)</td>
<td>Projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contribute (collaborate, review, create)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Document Management
- Communications
- Daily Reports
- Field Observations
- Packaged Submittals
- Punch Lists
- RFIs

### Other
- File Manager
- Media Manager
- Dashboards
- Project Directory
Poll Question 3

Q3: Information I’m most interested in learning:

- Projects (status and descriptions)
- Communications
- Daily Reports
- Field Observations
- Packaged Submittals
- Punch Lists
- RFIs
- File Manager
- Media Manager
- Dashboards (project reports)
- Project Directory (project team members)
1. Use the **form** in the chat window to let us know you would like an account. (or email [kahuasupport@gsa.gov](mailto:kahuasupport@gsa.gov))

2. An email from [kahuasupport@gsa.gov](mailto:kahuasupport@gsa.gov) with the subject line: Kahua Account Request Form will be sent to you requesting more information.

3. Once the account has been set up, another email will be sent to you from [outbox@kahuafn.com](mailto:outbox@kahuafn.com) with the subject line: Kahua Invitation. Follow the instructions in this email to finalize your account.

4. Login to Kahua using the web browser URL: [launch.kahuafn.com](http://launch.kahuafn.com) and click on ‘Launch in Browser’
Where can I get more information?

- GSA.GOV website includes access and training information: [https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system](https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system)

- Questions/Issues:
  - [Kahua Support & Feedback Form](https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system)
  - [kahuasupport@gsa.gov](mailto:kahuasupport@gsa.gov)

- Customer Training:
  - Kahua Users Klub, September 15, 1pm ET, [Click to Register](https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system)
  - Registration link posted on [PMIS site](https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system) and [GSA’s Client Enrichment Series training site](https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system)
Demo
Thank you for joining us today for a discussion on

*Say Aloha to Kahua!*

**GSA’s New Project Collaboration Tool**

**Questions?**
Upcoming Client Enrichment Series Sessions

Policy and Process Changes for Occupancy Agreements
(OASIS Overview Encore)
Thursday, September 8th 1pm-3pm ET - Register Now

Kahua Users Klub
Thursday, September 15th 1pm-2:30pm ET - Register Now

GSA’s COVID-19 Resources for Customers
See our Safer Federal Workplace page for procedures and guidance for GSA Owned and Leased Buildings, Projects and Workplaces

Watch CES sessions on YouTube
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www.gsa.gov/ces
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