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ePM 6.8 was successfully installed over the weekend of November 24th. Improvements from implementation included:

- Faster response time in File Manager—especially for projects that have uploaded a large number of documents
- A new Issues tab in ePMXpress where project teams can discuss detail items that require attention such as funding shortages, weather events, and unforeseen site conditions.
- The daily data warehouse replication length time has been improved, which shortens the length of time Cognos is offline during mid-afternoon and at night.

For a full list of improvements that were part of ePM 6.8, please visit the [ePM Release Tracking Sheet](#).



As a reminder, if you have technical questions about ePM, contact ePM Support at epmsupport@gsa.gov.

CUSTOMER STAKEHOLDER REPORTS AND FUTURE CUSTOMER DASHBOARD

The Offices of Design and Construction (ODC) and Portfolio Management (PT) continue to jointly distribute project stakeholder reports for regional usage. The reports are aggregated by customer agency bureau code, contain project factsheet and summary data, and pull from multiple GSA systems including RETA, ePM, REXUS and GREX. PDF format reports are published on the first Monday of each month to the Google Drive [Customer Reports](#) folder.

Project Name	Project # / CON	PCN / RWA / Lease #	Project State	Project Manager	Managing Organization	Tenant AB Code	Total Funding / TI Costs	Project Authorization / RWA Acceptance / Draft O.A. Signed	Construction NTP	Substantial Completion
ND-BISMARCK-WILLIAM L GUY FB/PO-Probation expansion into conference room	43194	N1652017	Execution	Louis Benson	8PSM: Mountain/Plains Service Center Div	1046: Probation	\$285,443	08/28/17 (a)	09/25/17 (a)	04/20/18 (e)
ND - Fargo - QUENTIN N BURDICK C - CARPET AND PAINT	N1701405	N1701405	Open	jack gerberding	P082M002: N DAKOTA FIELD OFFICE	1007: UNITED STATES BANKRUPTCY COURT	\$16,150	08/22/17 (a)		
ND - Fargo - QUENTIN N BURDICK C - COUNTERTOPS	RWA NDXDCLERK 170008	N1697179	Open	jack gerberding	P082M002: N DAKOTA FIELD OFFICE	1005: DISTRICT COURTS OF THE UNITED STATES	\$3,808	08/22/17 (a)		
ND - Fargo - QUENTIN N BURDICK C - Drill Grommets	N1700422	N1700422	Open	jack gerberding	P082M002: N DAKOTA FIELD OFFICE	1007: UNITED STATES BANKRUPTCY COURT	\$468	08/28/17 (a)		
ND-FARGO-FB-CT-Courts Consolidation	36138	RWA N1560963	Execution	Irene Brown	8PC: Design and Construction Division	1005: District Courts of The United States	\$2,423,357	08/24/16 (a)	01/08/18 (e)	03/30/18 (e)
ND-MINOT-JUDGE BRUCE M. VAN S-Minot/Grand Forks Court Consolidation	37078	N1567646; N1567571	Execution	Jeffrey McKnight	8PC: Design and Construction Division	1011: United States Court Of Appeals, 1044: District Clerk	\$497,605	08/24/16 (a)	10/31/17 (a)	04/18/18 (e)

As part of the next phase of direct customer communication, ODC and PT are jointly developing a customer-facing dashboard that will be made available for customer access on the GSA D2D platform. The dashboard will include data and information from multiple business lines including Portfolio, Design and Construction, Leasing, Facilities, and Finance. Dashboard development is underway with an expected go live date in 2018.

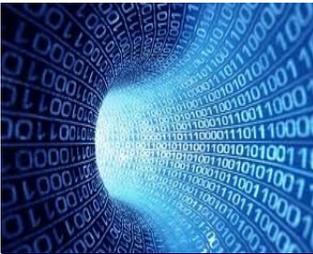
COGNOS CORNER

The Consolidation Fact Sheet is a one-page report featuring key project information including Schedule, Financials, Status, and Issues. Although the report was developed specifically for projects in the Consolidation program, it can be used for other projects.

The first part of the report details projects basics including the Project Type, Current State, Team, Customers, and Description. The Schedule section contains a table with the baseline, planned, and actual date for project milestones including Customer Request, Design Award, Construction Notice to Proceed, and Substantial Completion. The Project Financials section shows the funding that has been received, broken down by budget activity. The Status section displays the latest status narrative and the date that the status was last updated. If Issues have been entered on a project, up to 3 will be listed in the Issues section. Lastly, the Substantial Completion Notes section displays any notes that have been entered in a project's schedule, which is required for projects that any project that does not meet the Small Project Delivery Measure.

Milestone	Baseline	Planned	Actual
Customer Request	1/28/15	1/20/15	1/20/15
Project Initiated	1/15/15	1/15/15	1/15/15
Initial Scope and Requirements Finalized with Customer	1/15/15	1/15/15	1/15/15
Client Confirmation of Final Scope, Schedule, & Cost Estimate	12/11/15	12/11/15	12/11/15
Project Authorization/RWA Acceptance	2/17/16	8/20/16	8/20/16
Design PR Submitted	10/21/16	11/21/16	11/21/16
Contracting Accepts Design PR	10/14/16	11/8/16	11/8/16
Design Start /NTP			
Design Complex			
PM Submits Construction or DB PR	10/9/16	11/9/16	11/9/16
Contracting Accepts Construction or DB PR	10/14/16	11/9/16	11/9/16
Construction or DB Contract Award	11/8/16	2/1/17	2/1/17
Construction Start /NTP	11/8/16	2/15/17	2/15/17
Substantial Completion	8/20/17	8/6/17	8/6/17
Project Closed	8/28/17	10/31/17	

The Consolidation Fact Sheet, located in the Fact Sheet Reports folder, is available for capital or small projects. It can be filtered by region and project type.



QUICK TIP

In ePM, you can click a document's Activity Log tab to view the document's audit trail. Activity Logs are available in all documents including RFIs, Schedules, Submittals, and Status narratives. For example, clicking the Activity Log tab in the Project Properties window will show you when a project was created, when it was last edited, and when it was workflowed from its previous state to its current state. Clicking an RFI's Activity Log will show when an RFI was created, responded to, and when a clarification was requested.

Date Logged	By User	Company	Activity
16-Nov-2017 4:36 PM	Armand Mancini	Heery International	Viewed by recipient
16-Nov-2017 11:41 AM	Chetan Patel	RO3	Viewed by recipient
16-Nov-2017 9:38 AM	Romero Cobo	AECOM Design	Viewed by recipient
16-Nov-2017 9:25 AM	Tom Fidler	Brown & Heim, Inc.	Viewed by recipient
16-Nov-2017 9:25 AM	Tom Fidler	Brown & Heim, Inc.	Transitioned from -
15-Nov-2017 10:29 AM	Glenn Green	Social Security Administration	Viewed by recipient
15-Nov-2017 10:26 AM	Romero Cobo	AECOM Design	Transitioned from -
15-Nov-2017 10:25 AM	Romero Cobo	AECOM Design	Saved/updated
15-Nov-2017 10:25 AM	Romero Cobo	AECOM Design	Saved/updated
30-Oct-2017 1:57 PM	Steven Dunn	RO3	Viewed by recipient
26-Oct-2017 4:13 PM	Armand Mancini	Heery International	Viewed by recipient
23-Oct-2017 3:33 PM	Romero Cobo	AECOM Design	Viewed by recipient
23-Oct-2017 3:25 PM	Chetan Patel	RO3	Viewed by recipient
23-Oct-2017 3:12 PM	Tom Fidler	Brown & Heim, Inc.	Viewed by recipient
23-Oct-2017 3:11 PM	Tom Fidler	Brown & Heim, Inc.	Transitioned from -
23-Oct-2017 3:11 PM	Tom Fidler	Brown & Heim, Inc.	Saved/updated
23-Oct-2017 3:11 PM	Tom Fidler	Brown & Heim, Inc.	Created

ePM Resources:

ePM Support

epmsupport@gsa.gov

(866) 367-7878

M-F 7:30 AM - 7:00 PM ET

ePM Portal and User Resources

<https://epm.pbs.gsa.gov/portal/>

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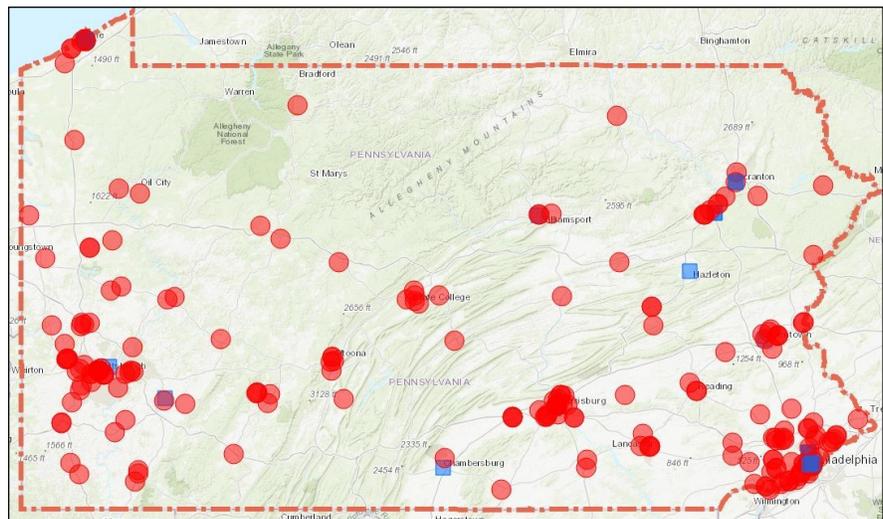
elizabeth.mullen-zehner@gsa.gov



GIS, PROJECT AND BUILDING DATA ON GSA.GOV

Did you know that project and building data is mapped using GIS technology on gsa.gov? Major courthouse construction, building inventories, and other information is available for the public to view. Visit the following links for more information:

- [Inventory of Owned and Leased Properties](#) - Using a map you can drill down from the state level or congressional district level to get building data such as address, available square feet, and congress members
- [Tracking Courthouse Construction](#) - View information on current courthouse projects including status, funding, and schedule



FY18 OFFICE OF DESIGN AND CONSTRUCTION (ODC) GUIDANCE

PBS project delivery measures and ePM/ePMXpress requirements for capital and small projects are staying fairly consistent moving into FY18. There are two small changes to highlight:

- For small projects in federally owned space that will not pass the project delivery measure, the project team is required to document the reason for the schedule/budget variance in the 'Substantial Completion' schedule notes field.
- For capital projects in federally owned space, the project team is required to enter estimated schedule dates for all standard milestones within 60 days of 'Project Authorization/RWA Acceptance'. The regional team will work with ODC to set an initial baseline for these milestones. The baseline dates will be used primarily for reporting and dashboarding.

ODC Measures and ePM Guidance can be found on [ODC's InSite Page](#).