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Meet the team

Michigan native, Kathy Mulligan is the Region 2 and 3 ePM Regional System Administrator (RSA). As a true Michigander, Kathy received her bachelor's in business administration from Central Michigan University, and is a "huge Detroit Red Wings fan." Though she started her career in Construction Accounting, she recognized a better fit for her was with system implementation and consulting eleven years ago. During these years, Kathy has worked with construction software, including supporting ePM tools outside of GSA and has been a part of GSA's ePM team for almost two years. In addition to her on-going RSA duties, Kathy also participates in User Acceptance Testing (UAT), provides backup National Support and occasionally stands in for online trainers. One helpful hint from Kathy in using ePM is that it can be opened in multiple screens. When selecting an application from the left navigation menu, right click on the application name to bring up in either a new window or a new tab. This allows the user to move around several areas in ePM without having to go all the way out of one and into another. Outside of ePM, Kathy enjoys traveling.

THE WAYNE ASPINALL FEDERAL BUILDING

Situated near the Colorado National Monument, Grand Junction is considered a popular entry point for those wishing to explore the red-rock canyons and sandstone monoliths. Surrounded by the pristine beauty, it is logical that GSA's aim for modernization of the Wayne Aspinall (Aspinall) Federal Building and US Courthouse is to not only preserve this nationally registered historic building but to convert it into one of the most energy-efficient, sustainable buildings in the country with a LEED Platinum certification and net-zero building designation (the building will generate an equivalent amount of electricity used). Jason Sielcken, Aspinall Project Manager, admitted that ePM was initially adopted as part of an American Recovery and Reinvestment Act (ARRA) mandatory requirement. Yet even then, there was team resistance because project members and stakeholders used their own internal management systems. To encourage ePM use, Jason knew that he would have to create value for the project team.

"Figure out early on how to make ePM useful and not a burden."

Jason Sielcken

Using ePM to manage all of the project data was a natural fit. One benefit Jason identified was its ability to house all project information in one location. The project team pulled together to develop the project's naming conventions to organize the storage of documents. The team began to upload project information, such as photos and submittals, and save them according to the project naming conventions. The team recognized ePM's value when wanting to search through the project's archives. The regional ePM teams help was critical in setting up the project and motivating the project team.



As the project winds down, Jason recommends that project teams get involved with ePM early so that it becomes inherent in the project's daily activities. When ePM meets the needs of the project, then the team will support its use. For additional advice, look at the "Quick Tip" that was provided by Jason for ePM users.

Have you tried to launch a schedule in ePMXpress 2.0 and not been able to? There are instructions on InSite ([see this link](#)) for how to install the IE Tab in the Chrome browser which allows you to launch a schedule in ePMXpress 2.0.



To assist project managers and team members, GSA has released two new RFI reports: Project Ball in Court – RFI – National Summary (National Summary Report) and Project Ball in Court – RFI by Region (Regional Summary Report). These reports feature drill-through capability, allowing users to view more detailed information as needed.

The National Summary Report displays a summary of each region's RFIs for the capital and small projects programs. For each region, the total number of projects, total number of RFIs, and average RFIs per project are listed. For open RFIs, the report displays the average and maximum number of days open per RFI. For closed RFIs, the report features the average number of days from submission to response and submission to close per RFI.

Users can select the Program Name to launch the Region Summary Report in a new window. This report shows the similar data as the National Summary Report but on a project-by-project basis. From this window, users can click the Project Number to launch the Project Ball in Court – RFI Report to access detailed information about individual RFIs for title, status, submittal date, response date, closing date, and date required.



QuickTip

Interested in linking documents together in ePM? Every document in ePM has a place to attach (or link) other Proliance documents for reference. This linking can be made on the attachments tab of a document. An example is when you'd like to link photos and/or drawings to a RFI document. Try this feature next time you want other team members to quickly review related daily reports, meeting minutes, or catalog cards.

ePM Resources:

ePM Support
epmsupport@gsa.gov
 1 (866) 367-7878
 M-F 7:30 AM - 7:00 PM EST

ePM Login Site
<https://epm.pbs.gsa.gov/proliance>

GSA User Resources
<http://insite.pbs.gsa.gov/epm>

Quick Reference Guides
<http://www.meridiansystems.com/epminfo>

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gBUILD is now live and accessible to GSA project teams with legacy Recovery Act records, project teams with new ODC projects, and GSA employees who had access to the system's predecessor, RAHD. User training will be announced during the next two weeks, and the gBUILD team will contact project teams with tailored training sessions. gBUILD tracks sustainability information on legacy Recovery Act projects and prospective capital new construction and major modernization projects, as well as Energy Division projects.

gBUILD enhances ODC's ability to serve internal and external reporting needs, and facilitates GSA's strategic sustainability planning by allowing projects to report anticipated performance at either the scope level, the building level based on savings compared to baseline, or overall building performance. The gBUILD team worked closely with the ePM team to streamline data collection functionality and ensure that both systems are coordinated to avoid duplicative data, and provide an integrated "on green tracking" solution for regional teams.

ePM users can create a new gBUILD record from an existing ePM record after logging in to the gBUILD system. When a gBUILD record is created from an existing ePM record, basic project information such as project name, project manager, and description loads automatically into gBUILD, along with select details about the project's associated building(s) that are sourced from REXUS. gBUILD users can also

upload documents into ePM catalog cards for centralized project document storage. Existing RAHD/ gBUILD users can access the system at <https://workspace.my.salesforce.com>. If you have questions, please check gBUILD out on [Chatter](#) or [InSite](#). Contact gbuild@gsa.gov if you need access. We look forward to working with many of you in the coming months!

The screenshot shows the 'Performance Projections' tab in the gBUILD system. It displays a table of key performance measures (KPMs) for a building, including metrics like Total Energy (BTU), Chilled Water (Ton-Hr), Electric (kWh), Gas (Cubic Ft), Oil (Gallon), Steam (MB), and Water (Gallon). The table lists various actions and their associated energy and water consumption data.

Action	Fiscal Year	OSF	Category	Designation	Total Energy (BTU)	Chilled Water (Ton-Hr)	Electric (kWh)	Gas (Cubic Ft)	Oil (Gallon)	Steam (MB)	Water (Gallon)
Open	2013	793,099.00	BESA 2007 Covered Facility, Recovery Act Project	Active Gov - Owned	4,073,797,895.00	0.00	1,822,840.00	3,949,745.00	0.00	0.00	934,948.00
Open	2013				6.00	0.00	0.00	0.00	0.00	0.00	0.00
Open	2012	793,099.00	BESA 2007 Covered Facility, Recovery Act Project	Active Gov - Owned	6,475,707,454.00	0.00	6,696,204.00	9,250,434.00	0.00	0.00	7,438,112.00
Open	2012				6.00	0.00	0.00	0.00	0.00	0.00	0.00
Open	2011	793,099.00	BESA 2007 Covered Facility, Recovery Act Project	Active Gov - Owned	28,214,627,915.00	0.00	7,815,592.00	19,806,865.00	0.00	0.00	5,284,424.00
Open	2011				6.00	0.00	0.00	0.00	0.00	0.00	0.00
Open	2010	793,099.00	BESA 2007 Covered Facility, Recovery Act Project	Active Gov - Owned	78,627,494,991.00	0.00	6,874,368.00	17,485,451.00	0.00	0.00	5,231,167.00
Open	2010				6.00	0.00	0.00	0.00	0.00	0.00	0.00
Open	2009	793,099.00	BESA 2007 Covered Facility, Recovery Act Project	Active Gov - Owned	35,762,308,938.00	0.00	7,478,574.00	12,767,032.00	0.00	0.00	7,620,634.00



The ePM Closeout Subcommittee has developed a new ePM Closeout Policy and updated the existing Closeout Checklist and both have been added to InSite. This new guidance identifies project team responsibilities for closing out a project within ePM and assists in identifying all items needed for closeout across other PBS business lines. Some of the items included are obtaining approval for project closeout and removing access for team members. The ePM Closeout Checklist identifies team members responsible for closing out various types of documents, and which modules of ePM documents need to be posted. The project manager should coordinate the closeout efforts by the responsible parties as indicated in the recommendations and checklist.

If you would like to be a part of this team on future initiatives please send an email to epminfo@gsa.gov.