

*What's Up — What's Coming*  
for registered FMIS users  
May 7, 2007

## Organizational

Donna Jones, FMIS Team Leader, returned to the FMIS Team on April 2<sup>nd</sup> from a four-month developmental assignment in the Office of the Chief Information Officer where she served in an acting capacity as DOTs eGrants Program Manager. During her absence, Joy Kelly performed admirably as Acting FMIS Team Leader.

Jatona Hatcher returned April 16<sup>th</sup> from a four-month medical leave of absence.

**Office Move:** As part of DOTs relocation to our new headquarters building, the FMIS Team will not have access to computers from May 17-20th. We will be in our new offices on Monday, May 21<sup>st</sup>, at which time we hope to have the computers operational. Emails, including requests for FMIS access rights via UPACS, allocations, transfers and user assistance will be affected by this downtime. Your patience will be appreciated.



## Funds

**Rescissions:** Very soon, the Budget Division will forward to the FMIS Team the States' responses to Notice 4510.643: *Rescission of Federal-aid Apportionments* (dated March 19, 2007). The FMIS Team will reduce the funds identified for rescission by program code and fiscal year. Every attempt will be made to complete the rescission process within four days of receipt of compiled tables from the Budget Division. As stated in the Notice, "Once the program code(s), fiscal years, and amount have been determined and submitted to the Federal Highway Administration's (FHWA) Budget Division, no obligations should be incurred by the State on the amounts identified to be rescinded." To avoid over-obligation, it is imperative that all persons who have final project approval authority not obligate funds tagged for rescission.

Division financial staff will be notified when all rescissions have been applied in FMIS.



## FMIS Help

We are continuing to develop our User Help items previously discussed:

- ★ Frequently Asked Questions,
- ★ updated User Manual,
- ★ Item Help,
- ★ Quick Reference Guides, and
- ★ Report Descriptions.

In addition to Help, our users have requested one place where most FMIS Help, current FMIS system status information and other global messages can be accessed. In response, we are developing a website that is outside of the application. Users and non-users will be able to visit the site to learn how FMIS records Projects and Funds data.

For assistance, users may continue to contact the FMIS Team via email at [FMISTEAM@dot.gov](mailto:FMISTEAM@dot.gov). Individual members of the Team may be contacted by telephone or email:

Donna L. Jones, FMIS Team Leader, 202-366-2924  
Rhonda Edwards, 202-366-2904  
Jatona Hatcher, 202-366-2846  
Joy K. Kelly, 202-366-2922  
Mark Tessier, 1-866-410-5785,  
Press 1 and ext #64537



## Reports

**Feedback Requested:** The W10A - Status of Funds Report is one of the most used and most complex of the FMIS reports. It combines many funds and limitation categories, lapsing, urban areas, advance construction data and other data groups. During the conversion from FMIS 3 to FMIS 4 in 2001, the report was unchanged. We are now seeking your input on how we can make the report more useful to all users. The questions are:

- ★ How useful is the report?
- ★ Do you understand the data and format?
- ★ Should anything be changed?
- ★ Does the report meet your needs?

If you would like to answer any or all of these questions or have any other constructive comments, please submit them with examples (where appropriate) to Donna Jones at [donna.jones@dot.gov](mailto:donna.jones@dot.gov).

**Testers Needed:** The updated Business Objects version, BO XI, is being pilot tested by volunteers from Division Offices and State offices. We appreciate their efforts and feedback. However, we need more testers. So far, we have been able to identify and resolve some problems in accessing the application. Now, we need feedback on the development of reports. Also, we need users who have reports developed in BO v5.1.4 to create the same reports using BO XI. To participate, please email Jatona Hatcher at [jatona.hatcher@dot.gov](mailto:jatona.hatcher@dot.gov).



## Projects

The next system change (tentatively scheduled for June 25<sup>th</sup>) will introduce two new types of project relationships to the Project Header screen under **Related**. They are:

- ★ Demo, and
- ★ GARVEE

Updated EDS Manuals will be sent out to all Division Managers (or designees) within the next three weeks. More instruction on the use of these relationships will be issued at the time of implementation.

**Special Projects Grouping:** A new subset of Special Projects Grouping has been implemented. This is a user-controlled, flexible category called "Other Projects". It has been added to the previously released categories of Major Projects, Pooled Fund and Demo Project Groups. Instructions for use will be distributed soon and posted under the Help Menu.

**Project Descriptions** will have hard returns purged and no longer allowed after the next system change release. This is necessary to facilitate downloading of this field into spreadsheets and other software. Hard returns are read by the system as a line feed, thus

causing the data extracted during a query to be split on separate lines when imported into Excel.

**Improvement Type 47** was introduced in the Project Detail area with the last system change release. An explanation of the code from the Bridge Office is:

### Systematic Preventive Maintenance

For preventive maintenance activities that are cost effective means of extending the service life of a bridge. System preservation activities for the purpose of preventive maintenance on bridges are to be identified and carried out using a systematic process, such as a Bridge Management System.

When painting, seismic retrofit, scour countermeasures or the application of CMA or other anti-icing/deicing compositions are performed and are not considered systematic preventative maintenance improvement type code 40 should be used.

