



Maintenance Reserve Facility Indexing

M-R FIX

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NOTE: Original slides were created February 15, 2018. This December 19, 2018 version updates the presentation only for changes in DGS business unit names and email addresses.

– *In accordance with the 2017 VIRGINIA ACTS OF ASSEMBLY
CHAPTER 836 § 4-9.04 IMPLEMENT JLARC RECOMMENDATIONS:*

- The Department of Planning and Budget shall revise the formula used to make allocation recommendations for the state's maintenance reserve funding to account for higher maintenance needs resulting from poor facility condition, aging of facilities, and differences in facility use. Beginning with fiscal year 2016, the Department of Planning and Budget shall submit these recommendations to the Governor and General Assembly no later than November 1 of each year.*

- BRES
 - COVA TRAX
 - M-R FIX

Implementation

Appropriations Act

- Agencies enter data the first year, update data in subsequent years
- M-R FIX data will be used by the Department of Planning and Budget to apportion upcoming maintenance reserve funds.

AGENDA:

- How to enter data into *M-R FIX*
 - Land Use Plan / Site Infrastructure
 - Property Records: Site / Buildings
- Leveraging FICAS Custom Reports to populate *M-R FIX*
 - FICAS Report
 - Unifomat to M-R FIX conversion chart
 - Nottoway example
- Q&A

DATA CATEGORIES

- Site Infrastructure information:
 - **Types** (roads, sewer treatment, steam production, etc.)
 - **Age** (date that reflects average age of system)
 - **Magnitude** (lineal foot, gallons per day, BTU/HR, etc.)
- Building(s) information:
 - **Types** (classroom, office, museum, etc. - ed. & gen. act./not)
 - **Age** (date that reflects average age of system)
 - **Magnitude** (GSF)

COVA Trax Web Portal

Begin here:

User Name:
Password:
Remember me ☐ Login
[Forgot your password?](#)



Need access to COVA Trax Web Portal?

Send an email to

bres-info@dgs.Virginia.gov

COVA Trax Web Portal – landing page

COVA Trax Web Portal

Non-DGS/Agency Administered Lease

Land Use

Help

Hello! Sara.Snelson@dgs.virginia.gov



Version: 2.1.1

Begin here:

COVA Trax Portal

Welcome to the Non-DGS/Agency Administered Lease and Land Use Plans Portal

Land Use Plans

LUP updates due by 8/31/2017

M-R FIX Infrastructure updates due by 5/1/2018

Non-DGS/Agency Administered Lease

Updates due by 9/29/2017

There have been changes made in the Land Use Plan (LUP) area of the portal. Please visit the [DGS website](#) for this year's user guide along with dates for 2 webinars should you need further assistance. Thank you.

LAND USE PLAN (Summary Page)

COVA Trax Web Portal

Non-DGS/Agency Administered Lease

Land Use

Help

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Version: 2.1.1

Land Use Plan Search

DUE DATES:

LAND USE PLAN RESPONSES BY 8/31/2017

M-R FIX SITE INFRASTRUCTURE RESPONSES BY 5/1/2018

Name:

Site ID:

City:

Agency User Status:

Agency Code:

Site To Include:

FIPS Code:

Rec Mgmt User Status:

Search

Reset

NEW THIS YEAR - Property records with each Site - verify and submit spreadsheet by 5/1/2018

Hide

Agency	Download	Upload
701-DOC/CA	Download	Upload
799-DOC	Download	Upload

Download COVA/Trax Property Records spreadsheet(s). Remember to upload only once.

Summary - Double click row to Edit... Export Site Records Add New

Last Update Date	COVA Trax ID	Site Name	Site Address	City	FIPS Code	Agy. Status	Rec Mgmt Status	Infra. Status
02/08/18	S-015578	DOC AUGUSTA CC AUGUST CO	1821 ESTALINE VALLEY RD	CRAIGSVILLE	AUGUSTA COUNTY - 015	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-015571	DOC PROB AND PAROLE SUB OFFICE PAGE CO	150 LEAKSVILLE RD	LURAY	PAGE COUNTY - 139	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001330	DOC RICHMOND P AND P DISTRICT 1 RICHMOND	121 WYCK ST AND 6866 EVERGLADES DR	RICHMOND	RICHMOND CITY - 760	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	YES
01/31/18	S-001170	DOC RIVER NORTH CC GRAYSON CO	329 DELL BROOK LN	INDEPENDENCE	GRAYSON COUNTY - 077	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001168	DOC LAWRENCEVILLE CORR CENTER BRUNSWICK CO	1607 PLANTERS RD	LAWRENCEVILLE	BRUNSWICK COUNTY - 025	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001117	DOC POCAHONTAS PRISON SITE TAZEVELL	317 OLD MOUNTAIN RD	POCAHONTAS	TAZEVELL COUNTY - 185	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001109	DOC LUNENBURG CC LUNENBURG CO	690 FALLS RD	VICTORIA	LUNENBURG COUNTY - 111	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001108	DOC COFFEEWOOD CC CULPEPER CO	12352 COFFEEWOOD DR	MITCHELLS	CULPEPER COUNTY - 047	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001106	DOC HAYNESVILLE CC UNIT 17 LAND	650 BARN FIELD RD	HAYNESVILLE	RICHMOND COUNTY - 139	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001104	DOC INDIAN CREEK CORR CENTER CHESAPEAKE	801 SANDERSON RD	CHESAPEAKE	CHESAPEAKE CITY - 550	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001102	DOC DILLWYN CORRECTIONAL CENTER BUCKINGHAM CO	1522 PRISON RD	DILLWYN	BUCKINGHAM COUNTY - 029	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO
01/31/18	S-001101	DOC GREENSVILLE CC GREENSVILLE CO	901 CORRECTIONS WAY	JARRATT	GREENSVILLE COUNTY - 081	READY FOR REC MGMT	SUBMITTED TO COVA TRAX	NO

LAND USE PLAN (SITE RECORD)

COVA Trax Web Portal

Non-DGS/Agency Administered Lease

Land Use

Help

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Version: 2.1.1

Land Use Plan - Site Record Update

COVA Trax ID: 5-001170
Site Address: 329 DELL BROOK LN
Zip: 24348
FIPS Code: GRAYSON COUNTY - 077

Name: DOC RIVER NORTH CC GRAYSON CO
City: INDEPENDENCE
Total Acreage: 136.33

→ From your last land use submission, please answer questions below, responses due by 8/31/2017

This was due
8/31/17

Land Use Plan Instructions

Any New Structures Planned? NO

Any New Structures Added? NO

Any Structures Demolished? NO

Any Structures Sold? (as part of any land disposition) NO

Number of existing buildings on this site? 16

Is each building fully occupied or utilized? YES

Comments

Any land acquired? NO

Any land disposed? NO

Number of Easements recorded from July 1, 2016 through June 30, 2017. (for existing properties). 0

Any portion of the building being used or occupied by another entity or agency? NO

Agency Surplus Designation IN USE

LAND USE PLAN (SITE RECORD)

Infrastructure - Details requested for Maintenance & Reserve budgeting, responses due by 5/1/2018

This is due 5/1/18

*For both the infrastructure and building systems, we are asking agencies to provide us information as to the age of the system, as to when it was last restored to new condition. You will be required to enter this as a **Date** with Month, Day and Year. If your resource only provides a Year, e.g. 1988, please enter a date of July 1 and the year. If your resource is a statement providing an age, e.g. 30 years old, subtract the age from the current year and enter it as July 1 of the year calculated. Please enter the date as numbers, not text (7/1/1988 or 07/01/1988.)*

Water Production

Water Distribution

Stormwater Quality

Sewer Treatment

Sewer Collection

Steam Production

Comments

Nearest Major Location -SELECT-

Site Condition -SELECT-

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Our Campus Has This Infrastructure -SELECT-

Age of System

Infrastructure's Quantity

Answer 3 repeating questions for each infrastructure system

NOTE - If campus does not have infrastructure, select NO and move to next question. If YES, Age (entered as a date) and Quantity are required.

LF of Primary Distribution

Acres

Gallons Per Day

LF of Primary Distribution

Pounds Per Hour of Capacity

LAND USE PLAN (SITE RECORD)

Steam Distribution	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	
	Infrastructure's Quantity	<input type="text"/>	LF of Primary Distribution
Chilled Water Production	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	Tons
	Infrastructure's Quantity	<input type="text"/>	
Chilled Water Distribution	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	LF of Primary Distribution
	Infrastructure's Quantity	<input type="text"/>	
Roads - Primary	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	LF
	Infrastructure's Quantity	<input type="text"/>	
Roads - Secondary and Service	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	LF
	Infrastructure's Quantity	<input type="text"/>	
Parking	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	# of Spaces
	Infrastructure's Quantity	<input type="text"/>	
Institutional Security - Electronic (DOC, DJJ, & DBHDS only)	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	
	Infrastructure's Quantity	<input type="text"/>	
Institutional Security - Barrier (DOC, DJJ, & DBHDS only)	Our Campus Has This Infrastructure	<input type="text" value="-SELECT-"/>	
	Age of System	<input type="text"/>	
	Infrastructure's Quantity	<input type="text"/>	

These questions are specific to DOC, DJJ, and DBHDS only

Don't forget to Save your updates!

Last Updated: 8/28/2017 10:00:23 AM by CYNTHIA.GRIFFITH@VADOC.VIRGINIA.GOV

00:23 AM by CYNTHIA.GRIFFITH@VADOC.VIRGINIA.GOV

Save

Cancel

Upload Documents

Click Browse (Choose File) button to select a file from your computer, and then click Document Upload button to upload.

Choose File No file chosen

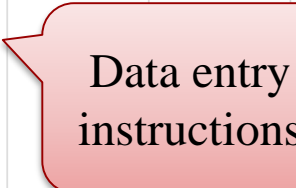
Document Upload

Age of The System:

Using institutional records and knowledge, enter the date that reflects the actual age or the average age of system as a whole. For example, for the average age; if half the system is 30 years old, and half is 10 years old, enter a date that is 20 years ago.

*For both the infrastructure and building systems, we are asking agencies to provide us information as to the age of the system, as to when it was last restored to new condition. You will be required to enter this as a **Date** with Month, Day and Year. If your resource only provides a Year, e.g. 1988, please enter a date of July 1 and the year. If your resource is a statement providing an age, e.g. 30 years old, subtract the age from the current year and enter it as July 1 of the year calculated. Please enter the date as numbers, not text (7/1/1988 or 07/01/1988.)*

M-R FIX DATA (BUILDING RECORD)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
22	INSTRUCTIONS Starting with column I, for each record below please provide a response in each column highlighted in yellow, where applicable. Refer to this row above each column header for further information. If you have records to add, please enter them on the next worksheet, 'NEW Property Records'. NOTE - see columns BF through BK for legacy and other COV system IDs as additional identifiers NOTE - Some columns particular to Higher Ed only Please complete and upload this spreadsheet into the portal by December 29, 2017							Need Help? Click Here to send an email to: - Sign up for a webinar August 10th 10:00am or August 17th 10:00am - Send a list of specific questions Call 804-371-7200	IF PROPERTY NAME IS INACCURATE, ENTER HERE SUGGESTED NAME CHANGE (skip if Property Name is OK)	IF PROPERTY ADDRESS 1 IS INACCURATE OR MISSING, ENTER HERE CORRECT ADDRESS (skip if Address 1 is OK)	IF PROPERTY ADDRESS 2 IS INACCURATE OR MISSING, ENTER HERE CORRECT ADDRESS (Address 2 is optional; skip if OK)	 Data entry instructions				
23																
24	Site Agency	Site ID	Site Name	Site City	Site State	Property ID	Property Name	Agency		NEW PROPERTY NAME (due to change in Use or Agency)	Address 1	CORRECT ADDRESS 1	Address 2	CORRECT ADDRESS 2	City	ZIP Code
25	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007841	VPISU AIRPORT	VPISUID_208				TECH CENTER DR		VPISU TECH AIRPORT		BLACKSBURG	24061-0001
26	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007842	VPISU MAIN CA	VPISUID_208				1675 RAMBLE RD				BLACKSBURG	24061
27	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007843	VPISU MAIN CA	VPISUID_208				285 SPRING RD				BLACKSBURG	24061
28	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007844	VPISU MAIN CA	VPISUID_208				3170 OAK LN				BLACKSBURG	24061
29	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007845	VPISU MAIN CA	VPISUID_208				2685 OAK LN				BLACKSBURG	24061
30	VPISUID_2 S-000240	VPISU MA	BLACKSB	VA	P-007846	VPISU MAIN CA	VPISUID_208				3160 OAK LN				BLACKSBURG	24061

Enter any missing buildings on the 'NEW Property Records' worksheet (second tab in the file)

Some cells are a drop-down pick list

[illegible]

*For both the infrastructure and building systems, we are asking agencies to provide us information as to the age of the system, as to when it was last restored to new condition. You will be required to enter this as a **Date** with Month, Day and Year. If your resource only provides a Year, e.g. 1988, please enter a date of July 1 and the year. If your resource is a statement providing an age, e.g. 30 years old, subtract the age from the current year and enter it as July 1 of the year calculated. Please enter the date as numbers, not text (7/1/1988 or 07/01/1988.)*

NOTE - If building does not have system, select NO and move to next question. If YES, Age (entered as a date) is required.

NOTE - If building does not have system, select NO and move to next question. If YES, Age (entered as a date) is required.

Pick list options:
Yes / No

M-R FIX DATA (BUILDING RECORD)

BG	BH	BI	BJ	BK	BL	BM
OTHER BUILDING IDENTIFIERS (DGS LEGACY SYSTEMS AND OTHER AGENCY SYSTEMS)						ENTER HERE ANY OTHER INFORMATION, COMMENTS, ETC.
IREMS ID	PLATS ID	VAPS Property ID	VAPS Building ID	FAACS ID	FICAS ID	AGENCY COMMENTS
P0002647	11899	43472		20800001224	AST-4185	
P0002648	11900	44070	50073	229	AST-1990	
P0002649	11905	43839	50414	185	AST-1756	
P0002650	11907		50750	70		
P0002651	11908		50124	72		
P0002652	11909		50749	69		

If need help identifying Property, these columns reference crosswalk IDs to other active and legacy COV apps

M-R FIX DATA (BUILDING RECORD)

Non-Combustible		Non-Combustible Exterior / Combustible Interior		Heavy Timber	Combustible		Correctional Facility	
Protected	Unprotected	Protected	Unprotected	IV	Protected	Unprotected	Correctional Facility	Correctional Facility - Max
IA, IB, IIA	IIB	IIIA	IIIB		VA	VB		

Type of Construction Instructions
Non-combustible - Materials that do not burn.
Combustible - Materials that burn.
Protected - A structure made of materials that are inherently fire-resistant (concrete) or of materials (steel or wood) with a protective fire-resistant covering (spray fireproofing or gypsum board).
Unprotected - A structure made of steel or wood without a protective fire-resistant covering.
Heavy Timber - A structure with very thick (+6 inch) wood beams.
Sprinklers - Sprinkler have no relationship to whether a structure is classified as protected or unprotected.
Noncombustible Protected - A structure made of materials that are noncombustible and inherently fire-resistant (concrete or masonry) or of other noncombustible materials (steel) with a protective fire-resistant covering.
Noncombustible Unprotected - A structure made of materials that are noncombustible (concrete, masonry or steel) without a protective fire-resistant covering.
Noncombustible Exterior / Combustible Interior - An exterior structure made of materials that are noncombustible (concrete, steel or masonry) without a protective fire-resistant covering, and an interior made of combustible materials (wood) without a protective fire-resistant covering.
Heavy Timber - A structure made of very thick (+6 inch) wood beams without a protective fire-resistant covering.
Combustible - A structure made of materials that are combustible (wood) with or without a protective fire-resistant covering.
Correctional Facility - A non-maximum security correctional facility.
Correctional Facility - Max - A maximum security correctional facility.

Construction
Type reference
chart

LEVERAGING FICAS

Steps to creating a custom query in FICAS

1. Once you have logged into FICAS, click on the Reports tab at the top:

The screenshot displays the VFA facility web application interface. The browser address bar shows the URL: <https://facility.vfafacility.com/>. The page header includes the VFA facility logo and a search bar. The main navigation menu at the top contains the following tabs: Home, Assets, Funding, Budgets, Projects, Reports, Surveys, Security, and Configure. The Reports tab is highlighted with a red arrow. Below the navigation menu, the page content is divided into several sections: Messages, Surveys, Favorites, Resources, and Files & Links. The Surveys section includes a table with columns for Status and Surveys. The Favorites section lists Assets and Data Browser. The Resources section includes links to What's New, User Manuals and Administrator Guide, and Benchmark Your Portfolio - NEW. The Files & Links section includes links to Auditor Users Manual, VFA auditor Users Manual v4.8.pdf, Data Import Template, and FICAS Data Import Template Rev2.xls.

https://facility.vfafacility.com/ - VFA.facility - facility.vfafacility.com - Commonwealth of V - Windows Internet Explorer pro

VFA facility

Search

Options My Profile Favorites Help Feedback Logout

Home Assets Funding Budgets Projects Reports Surveys Security Configure

Welcome Green Cost Summary Asset Portfolio Requirements/Liabilities

Messages

VFA.facility@ 10.6.5 (December 16, 2017) Click on "What's New" to learn more.

Surveys

Survey Dashboard reflects the number of surveys assigned to this user

Status	Surveys
<input type="radio"/> Not Started	
<input type="radio"/> Partially Completed	
<input checked="" type="radio"/> All Completed	
<input type="radio"/> In Review	
<input type="radio"/> Rejected	
<input checked="" type="radio"/> Approved	

Favorites

Assets

- 2017 Fall W&M Phase 4
- Forde fall 2016
- VSU DMS

Data Browser

- Active FICAS Users
- Assessor QC Assets
- Assessor QC Damirante

Resources

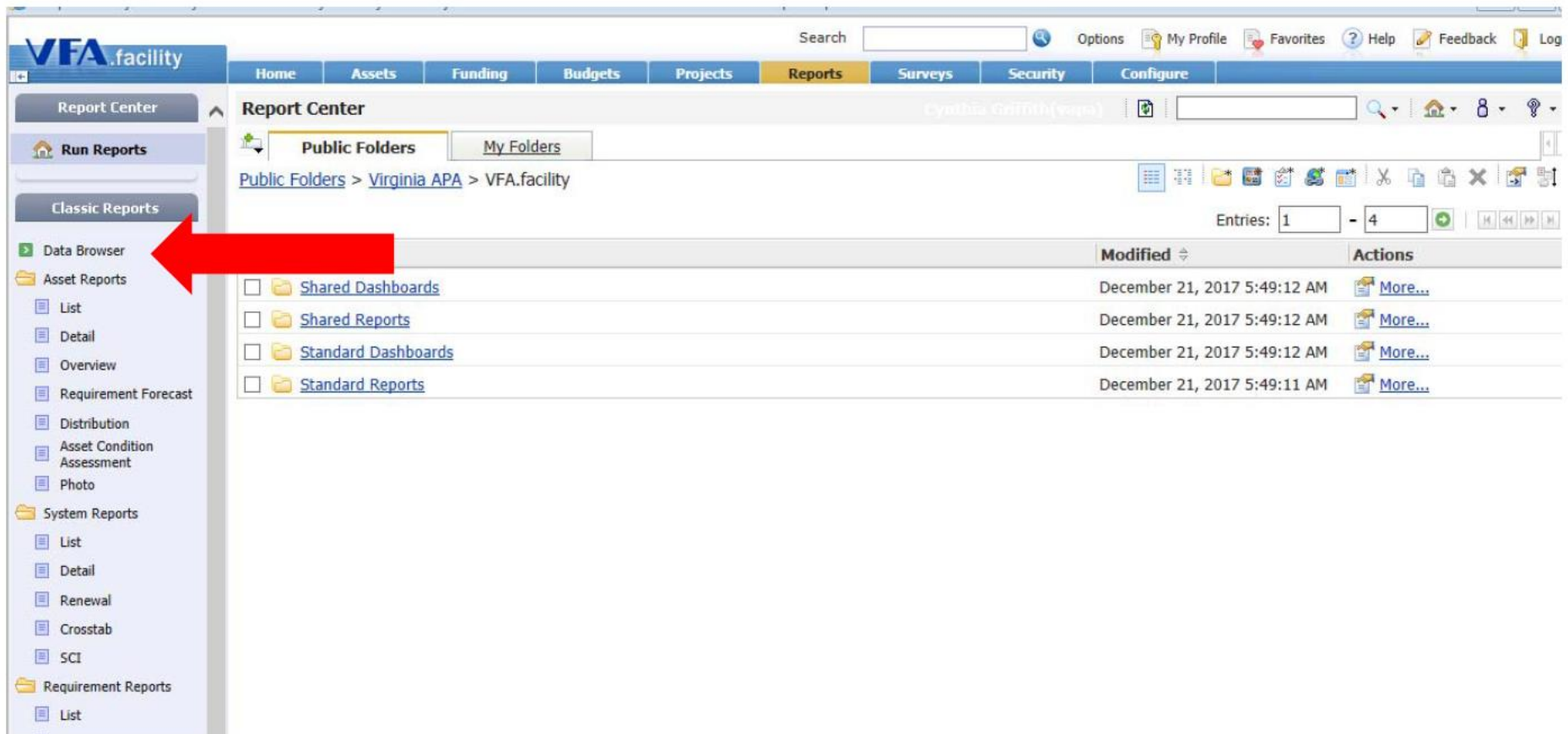
- What's New
- User Manuals and Administrator Guide
- Benchmark Your Portfolio - NEW

Files & Links

- Auditor Users Manual
- VFA auditor Users Manual v4.8.pdf
- Data Import Template
- FICAS Data Import Template Rev2.xls

LEVERAGING FICAS

2. On the left-hand menu, click on Data Browser:



The screenshot shows the VFA.facility web application interface. The left-hand menu is expanded, showing 'Data Browser' highlighted with a red arrow. The main content area displays the 'Report Center' with a list of folders: 'Shared Dashboards', 'Shared Reports', 'Standard Dashboards', and 'Standard Reports'. The 'Reports' tab is selected in the top navigation bar.

Report Center

Public Folders > Virginia APA > VFA.facility

	Modified	Actions
<input type="checkbox"/> Shared Dashboards	December 21, 2017 5:49:12 AM	More...
<input type="checkbox"/> Shared Reports	December 21, 2017 5:49:12 AM	More...
<input type="checkbox"/> Standard Dashboards	December 21, 2017 5:49:12 AM	More...
<input type="checkbox"/> Standard Reports	December 21, 2017 5:49:11 AM	More...

LEVERAGING FICAS

3. Under Selection Criteria, choose your Agency, Location(s), and which Assets you want included in the query. Then click Edit Columns to choose which data will appear in your query:

The screenshot displays the VFA facility Reports interface. The top navigation bar includes tabs for Home, Assets, Funding, Budgets, Projects, Reports (selected), Surveys, Security, and Configure. Below the navigation bar, the 'Report type:' section has buttons for Asset, Project, and User Account. The 'Selection Criteria' section contains three columns: Agencies, Locations, and Assets. The Agencies column lists '-ALL-', 'Department of Corrections', and 'ZZDOC Closed Facilities'. The Locations column lists '-ALL-' and several correctional centers. The Assets column lists '-ALL-'. The 'Report Columns' section has an 'Edit Columns' button, which is highlighted by a large red arrow. The 'Report Format' section includes options for File Format (CSV selected, XML), View all Rows (checked), DMT Compatible (unchecked), and Limit Rows to (input field). At the bottom, there are buttons for 'Show Report' and 'Quick Count'.

VFA facility

Home Assets Funding Budgets Projects **Reports** Surveys Security Configure

Report type: Asset Project User Account

Open Save Delete

Selection Criteria

Agencies	Locations	Assets
-ALL-	-ALL-	-ALL-
Department of Corrections	Academy For Staff Development	
ZZDOC Closed Facilities	Appalachian Detention Center	
	Atmore Drive	
	Augusta Correctional Center	
	Baskerville Correctional Center	
	Bland Correctional Center	
	Brunswick Work Center	
	Buckingham Correctional Center	
	Caroline Correctional Unit #2	

Report Columns Edit Columns Edit Filters

Report Format

File Format: ☒ CSV ☐ XML

View all Rows: ☒

DMT Compatible: ☐

Limit Rows to:

Show Report Quick Count

LEVERAGING FICAS

4. Once the Data Browser window opens, you can add columns to your query for each level of data in FICAS. Once ready, click Show Report.

The screenshot displays the VFA facility Reports interface. The top navigation bar includes tabs for Home, Assets, Funding, Budgets, Projects, Reports (selected), Surveys, Security, and Configure. Below the navigation bar, the 'Report type:' dropdown is set to 'Asset', with 'Project' and 'User Account' as options. The left sidebar contains a 'Report Center' section with 'Run Reports' and 'Classic Reports' buttons, and a 'Data Browser' section with a list of report categories: Asset Reports (List, Detail, Overview, Requirement Forecast, Distribution, Asset Condition Assessment, Photo), System Reports (List, Detail, Renewal, Crosstab, SCI), Requirement Reports (List, Detail, Summary, Crosstab, Links), Project Reports (List, Detail, Fiscal Plan), and Executive Reports (Portfolio Summary).

The main content area shows the 'Selection Criteria' section with three dropdown menus: 'Agencies' (set to '-ALL-'), 'Locations' (set to '-ALL-'), and 'Assets' (set to '-ALL-'). The 'Assets' dropdown is currently open, showing a list of asset names: 'Department of Corrections' and 'ZZDOC closed Fac'. Below the dropdowns, the 'Data Browser -- Webpage Dialog' is open, displaying a list of columns available for selection. The dialog has two columns: 'Columns Available' and 'Columns Selected'. The 'Columns Available' list includes: Agency (Agency Name, Agency Number, Archived, Comments, Contact, Create Date, Created By, Currency, Description, Email, Files, ID, LCA Tool Published Date, Location Count, Manager, Modified By, Modified Date, Phone, Project Code), Location (Location Name, Location Address, Location City, Location State, Location ZIP), Asset (Asset Name, Asset ID, Asset Address 1, Asset Address 2, Asset City, Asset ZIP, Asset Year Constructed, Asset Use, Asset Size, Asset Construction Type, Asset Year Renovated, Asset Floors, Asset Replacement Value (USD)), System (System Name, System ID, System Address, System City, System ZIP), Assembly (Assembly Name, Assembly ID, Assembly Address, Assembly City, Assembly ZIP), Room (Room Name, Room ID, Room Address, Room City, Room ZIP), Inventory (Inventory Name, Inventory ID, Inventory Address, Inventory City, Inventory ZIP), Requirement (Requirement Name, Requirement ID, Requirement Address, Requirement City, Requirement ZIP), Action (Action Name, Action ID, Action Address, Action City, Action ZIP), and Line Item (Line Item Name, Line Item ID, Line Item Address, Line Item City, Line Item ZIP). The 'Columns Selected' list includes: Location (Location Name), Asset (Asset Name, Asset ID, Asset Address 1, Asset Address 2, Asset City, Asset ZIP, Asset Year Constructed, Asset Use, Asset Size, Asset Construction Type, Asset Year Renovated, Asset Floors, Asset Replacement Value (USD)). The dialog also features 'Add >>' and '<< Remove' buttons, and 'Ok' and 'Cancel' buttons at the bottom.

LEVERAGING FICAS

- To save your query, click the Save icon and name it. You can access your query in the future by visiting the Reports tab at the top, clicking the Open icon, and scrolling in the drop-down window to your query.

The screenshot displays the VFA facility Reports interface. The top navigation bar includes tabs for Home, Assets, Funding, Budgets, Projects, Reports (selected), Surveys, Security, and Configure. Below the navigation bar, the 'Report type' is set to 'Asset', with 'Project' and 'User Account' as options. The 'Report Center' sidebar on the left contains links for 'Run Reports', 'Classic Reports', and 'Data Browser'. The 'Data Browser' section is expanded, showing a tree view of reports: Asset Reports (List, Detail, Overview, Requirement Forecast, Distribution, Asset Condition Assessment, Photo) and System Reports (List, Detail, Renewal, Crosstab, SCI). The main content area shows the 'Selection Criteria' table with three columns: Agencies, Locations, and Assets. The 'Assets' column has radio buttons for 'Name' (selected) and 'Number'. The table lists '-ALL-' and 'Department of Corrections ZZDOC Closed Facilities'. An 'Open Query -- Webpage Dialog' is open in the center, prompting the user to 'Select Context Name' with a dropdown menu showing '[none selected]'. The dialog has 'Ok' and 'Cancel' buttons. Below the table, there are buttons for 'Edit Columns' and 'Edit Filters'. On the right, the 'Report Format' section shows 'File Format' set to 'CSV' (selected over XML), 'View all Rows' checked, 'DMT Compatible' unchecked, and a 'Limit Rows to' input field.

VFA facility

Home Assets Funding Budgets Projects **Reports** Surveys Security Configure

Report type: Asset Project User Account

Open Save Delete

Selection Criteria

Agencies	Locations	Assets
-ALL-	-ALL-	-ALL-
Department of Corrections		
ZZDOC Closed Facilities		

Open Query -- Webpage Dialog

Select Context Name

[none selected]

Ok Cancel

Report Format

File Format: ☒ CSV ☐ XML

View all Rows: ☒

DMT Compatible: ☐

Limit Rows to:

LEVERAGING FICAS

Custom FICAS report example

M-R FIX CATEGORIES

FICAS CATEGORIES

EXAMPLE BUILDING

			Building address		Building name		Interiors - Finishes		Square foot of building		Enter date that reflects average age of system	
	REGION _EID	REGION _NAME	CAMPUS _NAME	ASSET _EID	ASSET _NAME	SYSTEM _NAME	SYSTEM_ UNIFORMA T CODE	SYSTEM _DESCRIP TION	SYSTEM _LINEITEM _QUANTITY	SYSTEM_ LINEITEM _UNIT	SYSTEM_ YEAR INSTALLED	SYSTEM _BASED ONAGE /OBSER VED
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.5	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.25	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.5	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.5	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.5	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Acco	C1030	Each of the rest	0.5	Ea.	1995	Observed
	REG-6	Department of Corrections	Nottoway Correctional Center	AST-5203	ACA House (Asst Warden House)	Painted Finish - Average	C3010	Interior wall finishes include standard paint finish.	1000	S.F.	2008	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Flooring - VCT	C3020	Floor finishes in	1000	S.F.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Flooring - VCT	C3020	Floor finishes in	250	Ea.	1995	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	GWB Taped and	C3030	G/w/B ceiling sys	1000	S.F.	1950	Observed
	REG-6	Department of (Nottoway Correctional	AST-5203	ACA House (Asst w/a	Restroom Fixtur	D2010	The restroom fi	0.3	Ea.	1950	Observed

UNIFORMAT TO *M-R FIX*

Uniformat to M-R FIX conversion chart

ASTM Uniformat II Classification Standard:

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([Click here to visit astm.org](http://astm.org))

Uniformat Level I	Uniformat Level II	Uniformat Level III	M-R FIX Building Information	Uniformat Level IV	
			M-R FIX Infrastructure		
A Substructure	A10 Foundations	A1010 Standard Foundations	Superstructure		
		A1020 Special Foundations			
		A1030 Slab on Grade			
	A20 Basement Construction	A2010 Basement Excavation			
		A2020 Basement Walls			
B Shell	B10 Superstructure	B1010 Floor Construction			
		B1020 Roof Construction			
	B20 Exterior Enclosure	B2010 Exterior Walls	Skin		
		B2020 Exterior Windows			
		B2030 Exterior Doors			
	B30 Roofing	B3010 Roof Coverings	Roofing		
		B3020 Roof Openings			
	C Interiors	C10 Interior Construction	C1010 Partitions		Interiors - <i>Other</i>
C1020 Interior Doors					
C1030 Fittings					
C20 Stairs		C2010 Stair Construction			
		C2020 Stair Finishes			
C30 Interior Finishes		C3010 Wall Finishes			Interiors - <i>Finishes</i>
		C3020 Floor Finishes			
		C3030 Ceiling Finishes			

Uniformat systems
shown in the first three columns

Corresponding
M-R FIX systems
shown in this column

UNIFORMAT TO *M-R FIX*

Uniformat Level I	Uniformat Level II	Uniformat Level III	M-R FIX Building Information	Uniformat Level IV	
			M-R FIX Infrastructure		
D Services	D10 Conveying	D1010 Elevators & Lifts	Elevators		
		D1020 Escalators & Moving Walks			
		D1090 Other Conveying Systems			
	D20 Plumbing	D2010 Plumbing Fixtures	Plumbing		
		D2020 Domestic Water Distribution			
		D2030 Sanitary Waste			
		D2040 Rain Water Drainage			
		D2090 Other Plumbing Systems			
		D30 HVAC			D3010 Energy Supply
	D3020 Heat Generating Systems				
	D3030 Cooling Generating Systems				
	D3020 Heat Generating Systems				
	D3030 Cooling Generating Systems				
	D3040 Distribution Systems				
	D3050 Terminal & Package Units				
	D3060 Controls & Instrumentation				
	D3070 System Testing & Balancing				
	D3090 Other HVAC Systems & Equipment				
	D40 Fire Protection	D4010 Sprinklers	Sprinklers Fire Alarm / Fire Detection		
		D4020 Standpipes			
		D4030 Fire Protection Specialties			
		D4090 Other Fire Protection Systems			
	D50 Electrical	D5010 Electrical Service & Distribution	Electrical - Life Safety		
		D5020 Lighting and Branch Wiring			
		D5030 Communications & Security			
		D5090 Other Electrical Systems			
		E Equipment & Furnishings			E10 Equipment
	E1020 Institutional Equipment				
	E1030 Vehicular Equipment				
	E1090 Other Equipment				
	E20 Furnishings		E2010 Fixed Furnishings		
			E2020 Movable Furnishings		

M-R FIX building
systems shown in blue
or light blue

UNIFORMAT TO *M-R FIX*

Uniformat Level I	Uniformat Level II	Uniformat Level III	M-R FIX Building Information M-R FIX Infrastructure	Uniformat Level IV
G Sitework & Utilities	G10 Site Preparation	G1010 Site Clearing		
		G1020 Site Demolition and Relocations		
		G1030 Site Earthwork		
		G1040 Hazardous Waste Removal		
	G20 Site Improvements	G2010 Roadways	Roads - Primary	
			Roads - Secondary and Service	
		G2020 Parking Lots	Parking	
		G2030 Pedestrian Paving		
		G2040 Site Development		
			Institutional Security - Barrier	G2041 Fences & Gates
		G2050 Landscaping		
	G30 Site Mechanical Utilities	G3010 Water Supply		
			Water Distribution	G3011 Potable Water Distribution
			Domestic Water Production	G3016 Package Water Treatment Plants
		G3020 Sanitary Sewer		
			Sewer Collection	G3021 Piping
			Sewer Treatment	G3025 Packaged Water Waste Treatment
		G3030 Storm Sewer	Stormwater Quality	
		G3040 Heating Distribution	HW / Steam Distribution	
		G3050 Cooling Distribution	Chilled Water Distribution	
		G3060 Fuel Distribution		
		G3090 Other Site Mechanical Utilities		
	G40 Site Electrical Utilities	G4010 Electrical Distribution		
		G4020 Site Lighting		
		G4030 Site Communications & Security		
			Institutional Security - Electronic	G4032 Site Security & Alarm Systems
		G4090 Other Site Electrical Utilities		
	G90 Other Site Construction	G9010 Services and Pedestrian Tunnels		
		G9090 Other Site Systems & Equipment		
Z Gen'l. Cond. / OH&P	Z Gen'l. Cond. / OH&P	20000 General Conditions / Gen'l Requirements, OH & P		

M-R FIX site
infrastructure systems
shown in tan

M-R FIX

M-R FIX requires only updates
after the first year

- Questions?

If you prefer to email your
questions:

bres-info@dgs.Virginia.gov

