

**U. S. Department of Energy
Facilities Information Management System
Request for Change
Change Request #: 10-15**

Requestor Name:	Ivan Graff	Date:	05/28/2010	Affiliation:	
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				Contractor	
Proposed Change:	<p>Create a FIMS report that matches the EPA Portfolio Manager mass upload template that accompanies this request. Output options must include a MS-Excel compatible format. Limit output to buildings and trailers. Conditional fields allowing for multiple selections should include Program Office, Site, Ownership, and Status.</p> <p>Also accompanying this request is crosswalk between Portfolio Manager fields and FIMS fields and a lookup list aligning FIMS Usage Codes with Portfolio Manager Space Types.</p> <p>Sites could use the report to further select buildings and trailers deemed appropriate for inclusion in Portfolio Manager and could directly submit the data to EPA for account initiation.</p>				
Justification:	<p>Use of EPA Portfolio Manager satisfies the Energy Investment and Security Act Section 432 concerning benchmarking. Portfolio Manager provides a checklist tool for compliance with the sustainability Guiding Principles referenced in EO 13423 and 13514. The mass upload template greatly reduces the time required to initiate a site in Portfolio Manager. The data required by the mass upload template resides in FIMS; a FIMS report will simplify extraction.</p>				
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Remarks by FAC:	<p>As discussed with Ivan Graff, a Microsoft Access query extract will be developed to meet this requirement. The query will be stored in the fimsweb.mdb (download database available from the FIMS website). The Portfolio Manager extract will be documented on the FIMS website and also discussed on the FIMS monthly conference call.</p> <p><u>IMPLEMENTED INTO RELEASE 1.35 ON SEPTEMBER 2, 2010</u></p>				