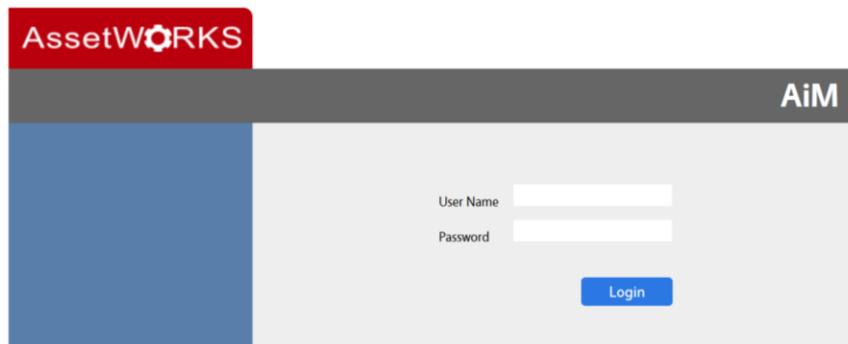




Facilities Management

AIM USER GUIDE



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CAPITAL 2020

Overview

Capital Project information is set-up in AiM by the Director of Facilities Planning and Construction. Capital projects are then updated by FP&C and Accounting staff.

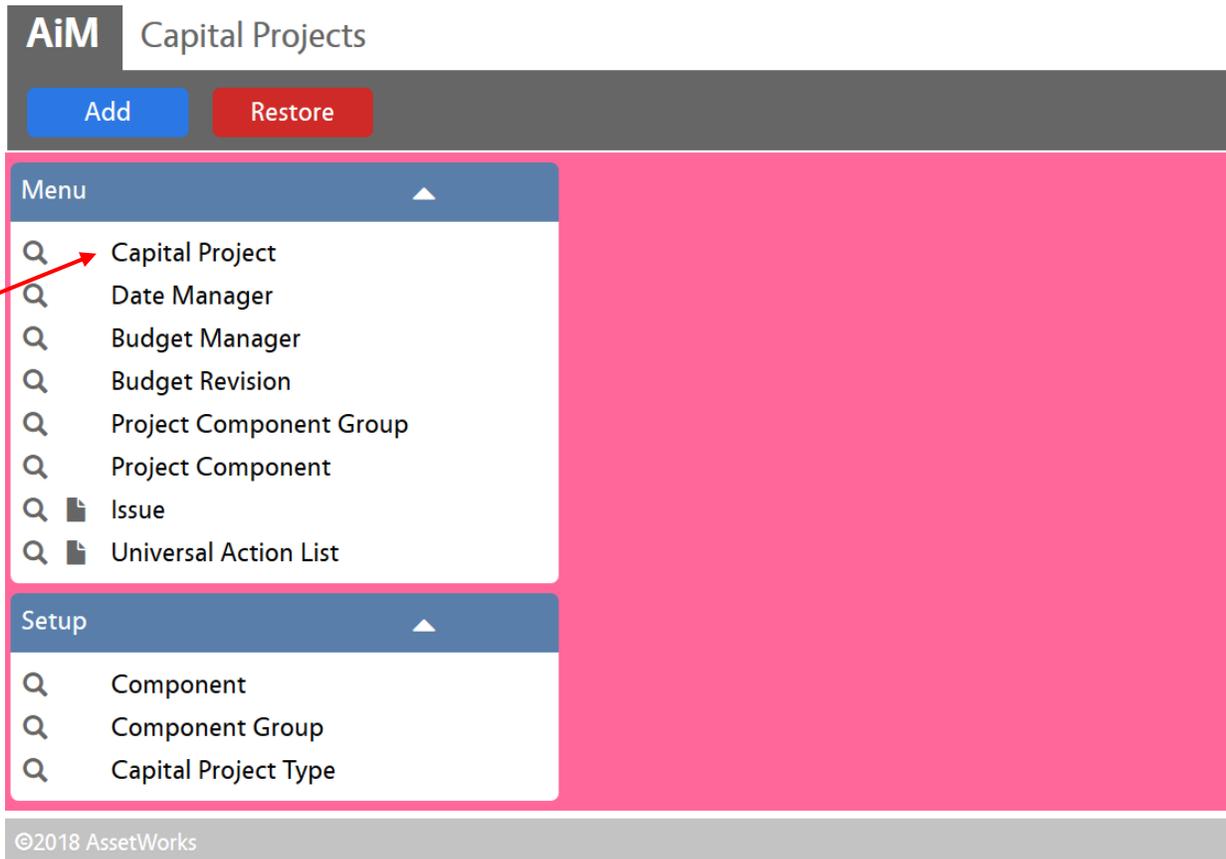
Information on capital projects can be accessed from different screens. From the main workdesk, click “Capital Projects.”

The screenshot displays the AiM WorkDesk interface. At the top left, the 'AiM WorkDesk' logo is visible. Below it are two buttons: 'Add' (blue) and 'Restore' (red). A navigation menu is located on the left side, listing various system functions. The 'Capital Projects' item is highlighted with a red arrow. The main content area on the right is divided into three sections: 'Administrator Messages', 'Personal Query Count', and 'Quick Search'. The 'Personal Query Count' section lists several metrics related to capital projects, and the 'Quick Search' section provides search filters for different project components.

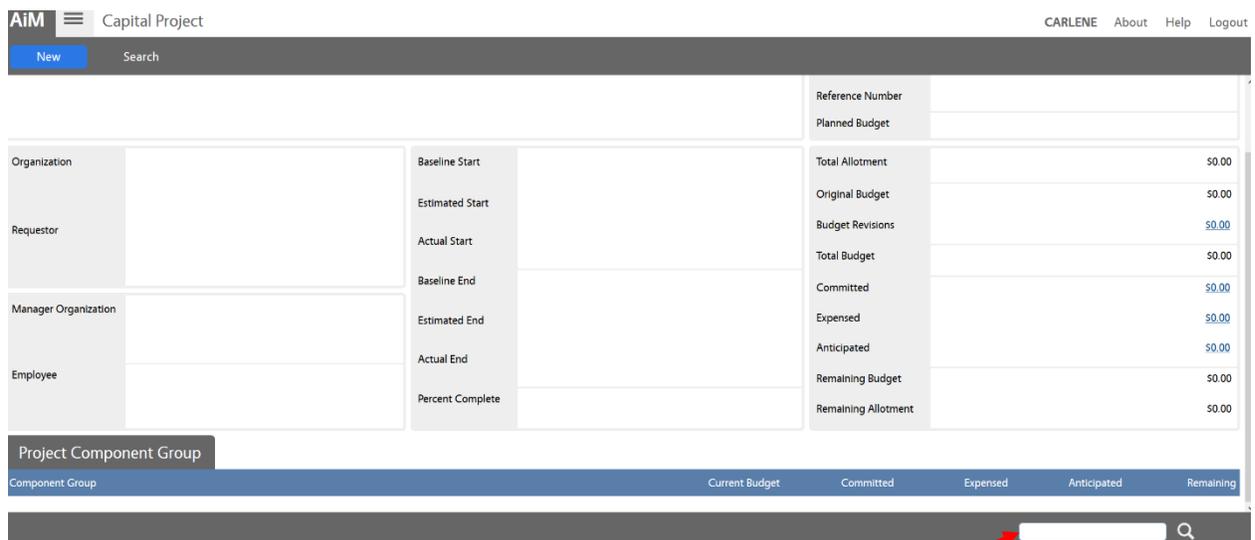
Administrator Messages
Personal Query Count
76 Capital Projects ~ Capital Project ~ ACTIVE CAPITAL PROJECTS
3 Capital Projects ~ Capital Project ~ PROJECTS ASSIGNED TO ME
6 Capital Projects ~ Issue ~ ISSUES FOR CAPITAL PROJECT 1368
6 Capital Projects ~ Universal Action List ~ ACTIVITIES FOR CAPITAL PROJECT 1368
37 Contract Administration ~ Internal Work Agreement ~ INTERNAL WORK AGREEMENTS FOR 1368
36 Work Management ~ Work Order ~ WORK ORDERS FOR CAPITAL PROJECT 1368

Quick Search
<input type="text"/> Q Capital Project
<input type="text"/> Q Issue
<input type="text"/> Q Universal Action List
<input type="text"/> Q Internal Work Agreement
<input type="text"/> Q Work Order
<input type="text"/> Q Phase

This will take you to the Capital Project module
Click “Capital Project”



This will take you to the main project screen. The search  function may be used to look up projects or filter projects. If the project number is known, enter the number in the search function and click on the magnify glass  This will take you to the main project screen.



The main Capital Project screen will provide an overview of a project. Information regarding the project can be accessed from this screen.

NOTE: You can click on line items underlined and in blue to access additional information regarding a line item or view.

On the Capital Project screen, click Viewfinder.

The screenshot displays the AiM Capital Project interface. At the top, the header shows 'AiM Capital Project' and user information 'CARLENE About Help Logout'. Below the header is a navigation bar with 'Edit', 'New', and 'Search' options. A sidebar menu on the left contains various actions, with 'Viewfinder' highlighted and a red arrow pointing to it. The main content area shows project details for project 1368, 'STUDENT HOUSING - 18197'. It includes metadata such as 'Created By THOMAS CONTOS On 11/12/2016 12:34 PM' and 'Last Edited by JOSEPH ARCHER On 07/10/2019 10:12 AM'. The project status is 'ACTIVE' and the type is 'NEW CONSTRUCTION'. The reference number is '216-18197' and the planned budget is '\$55,000,000.00'. Below this, there are sections for 'Organization', 'Requestor', 'Manager Organization', and 'Employee' (RICHARD MILLER). A 'Project Component Group' table is also visible, showing budget details for various components.

Component Group	Current Budget	Committed	Expensed	Anticipated	Remaining
ACQUISITION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONSTRUCTION COST	\$47,850,000.00	\$9,449,652.97	\$38,400,347.03	\$0.00	\$0.00
DESIGN RELATED SERVICES	\$4,601,023.00	\$216,978.51	\$4,263,514.49	\$50,000.00	\$70,530.00
INSPECTION & TESTING SVCS	\$401,940.00	\$34,406.40	\$284,445.83	\$30,250.00	\$52,837.77
MOVABLE FURN & EQUIPMENT	\$2,474,323.00	\$2,019,848.18	\$119,246.62	\$200,000.00	\$135,228.20
PROJECT MGMT & OTHER COST	\$4,782,362.00	\$632,346.66	\$1,161,932.46	\$690,907.00	\$2,297,175.88
CONSTRUCTION CONTINGENCY	\$1,890,352.00	\$108,308.90	\$904,167.88	\$157,250.00	\$935,125.22



< Back

1368

STUDENT HOUSING - 18197

Transactions

Documents

Screens

Work Order	36
Issue	5
Budget Revision	7
Consultant Contract	39
Amendment	8
Consultant Invoice	106
Construction Contract	2
Construction Change Order	2
Payment Application	18
Purchase Order Invoice	34
Capital Project Funding	21
Contract Encumbrance Adjustment	105
Direct Expense	119
Purchase Order	30
Universal Action List	5
Internal Work Agreement	37
Internal Work Amendment	13

From the viewfinder, information screens can be accessed easily by clicking on individual line items.

Entering Bi-Weekly Information

To Enter Tasks

Click on “Capital Projects” on the workdesk. This will take you to take you to the Capital Project module in AiM.

AiM WorkDesk

Add **Restore**

Menu ▲

- Work Management
- Accounts Payable
- Asset Management
- Capital Projects**
- Contract Administration
- Customer Service
- Finance
- Inventory
- Motor Pool
- Project Management
- Purchasing
- Time and Attendance
- System Administration

Administrator Messages

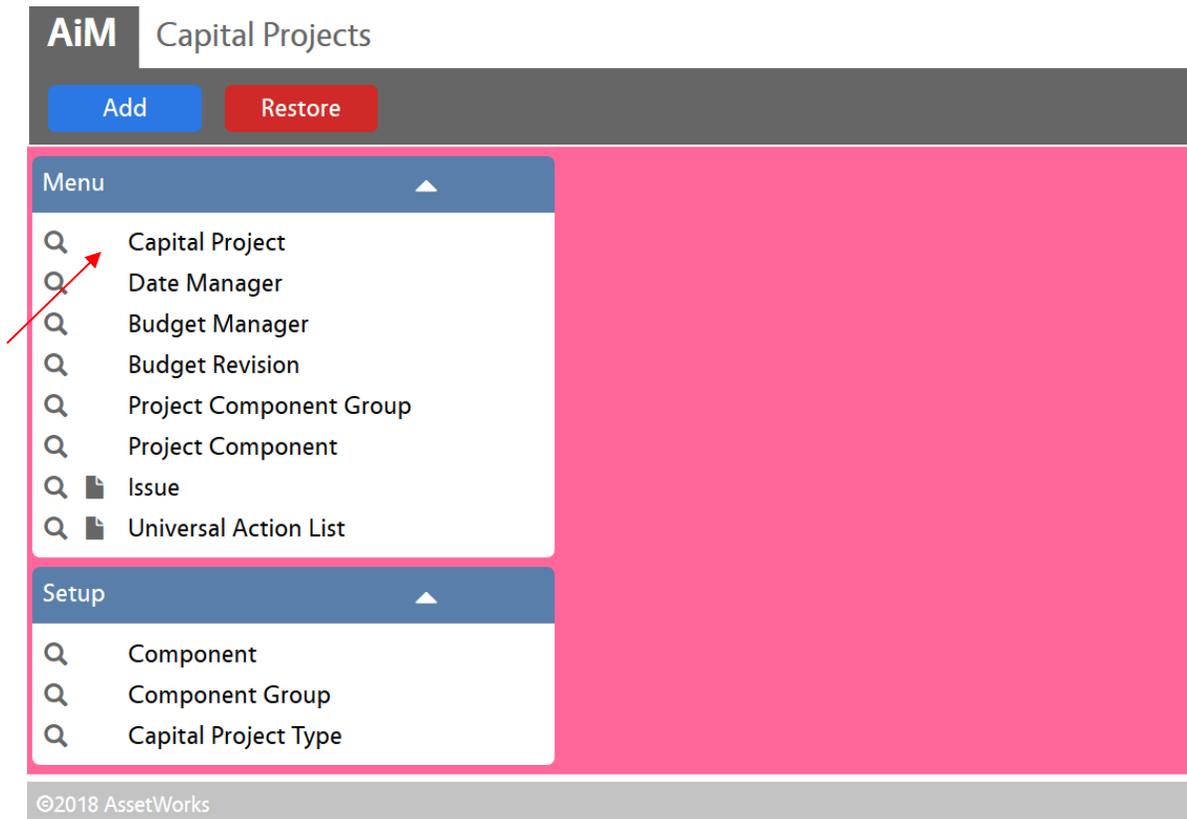
Personal Query Count

- 76 Capital Projects ~ Capital Project ~ ACTIVE CAPITAL PROJECTS
- 3 Capital Projects ~ Capital Project ~ PROJECTS ASSIGNED TO ME
- 6 Capital Projects ~ Issue ~ ISSUES FOR CAPITAL PROJECT 1368
- 6 Capital Projects ~ Universal Action List ~ ACTIVITIES FOR CAPITAL PROJECT 1368
- 37 Contract Administration ~ Internal Work Agreement ~ INTERNAL WORK AGREEMENTS FOR 1368
- 36 Work Management ~ Work Order ~ WORK ORDERS FOR CAPITAL PROJECT 1368

Quick Search

- Q Capital Project
- Q Issue
- Q Universal Action List
- Q Internal Work Agreement
- Q Work Order
- Q Phase

Under Capital projects, click “Capital Project”



The screenshot displays the 'AiM Capital Projects' interface. At the top left, the 'AiM' logo is followed by the text 'Capital Projects'. Below this, there are two buttons: a blue 'Add' button and a red 'Restore' button. A large pink rectangular area covers the main content of the page. On the left side of this area, there is a 'Menu' section with a blue header and an upward-pointing arrow. The menu items are listed below the header, each preceded by a magnifying glass icon. A red arrow points to the first item, 'Capital Project'. Below the menu is a 'Setup' section, also with a blue header and an upward-pointing arrow. It contains three items, each with a magnifying glass icon: 'Component', 'Component Group', and 'Capital Project Type'. At the bottom left of the interface, there is a footer that reads '©2018 AssetWorks'.

AiM Capital Projects

Add Restore

Menu ▲

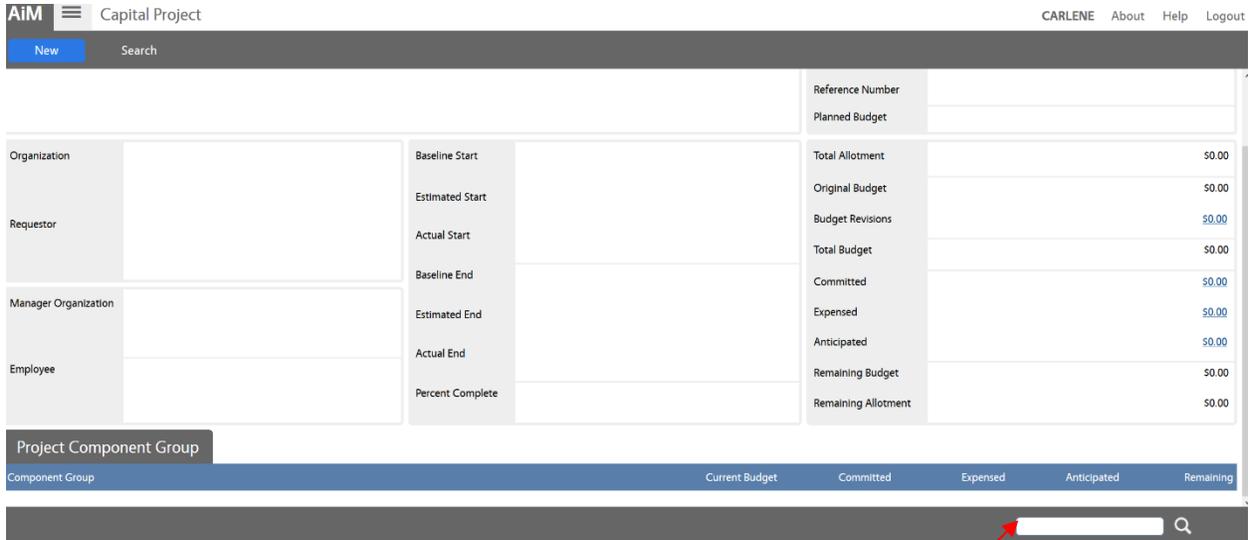
- Q Capital Project
- Q Date Manager
- Q Budget Manager
- Q Budget Revision
- Q Project Component Group
- Q Project Component
- Q Issue
- Q Universal Action List

Setup ▲

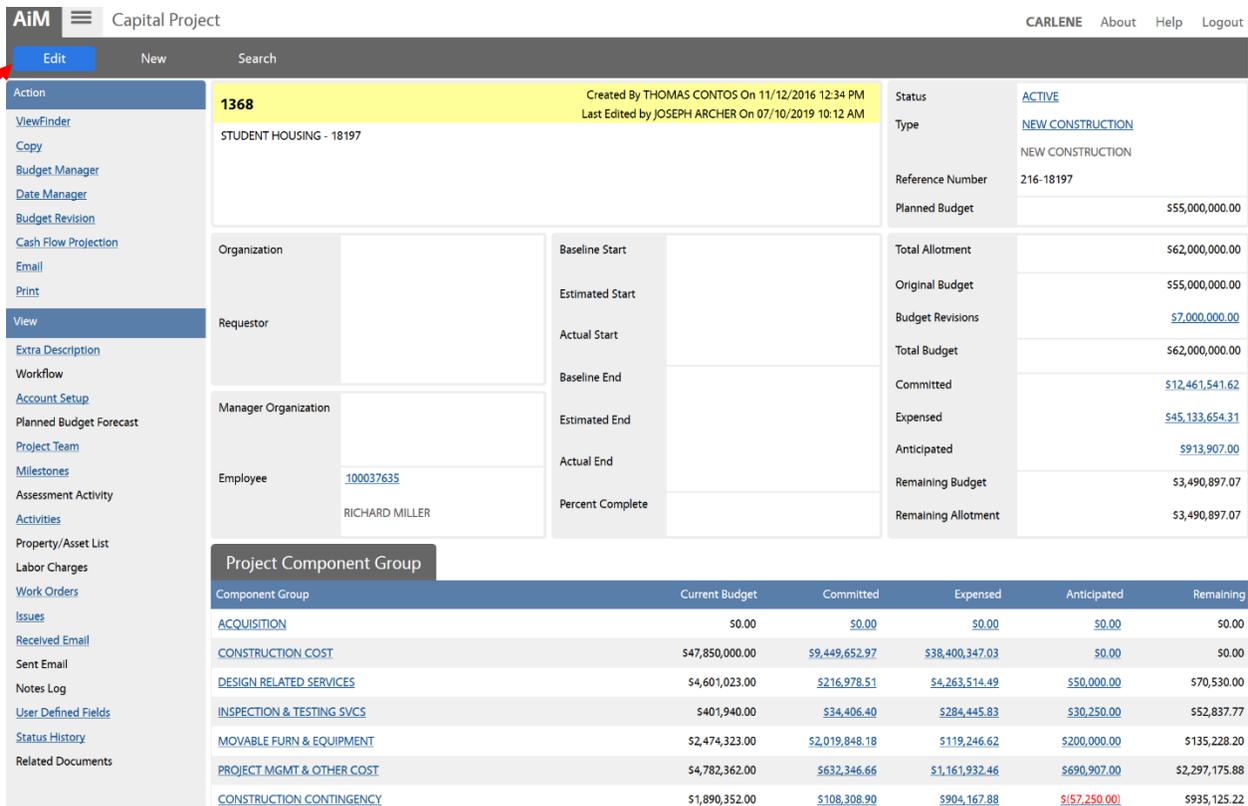
- Q Component
- Q Component Group
- Q Capital Project Type

©2018 AssetWorks

This will take you to the main project screen. The search function  may be used to look up projects or filter projects. If the project number is known, enter the number in the search function and click on the search function.  This will take you to the main project screen.



To enter information concerning tasks, click “edit” on and capital project screen



Component Group	Current Budget	Committed	Expensed	Anticipated	Remaining
ACQUISITION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONSTRUCTION_COST	\$47,850,000.00	\$9,449,652.97	\$38,400,347.03	\$0.00	\$0.00
DESIGN RELATED SERVICES	\$4,601,023.00	\$216,978.51	\$4,263,514.49	\$50,000.00	\$70,530.00
INSPECTION & TESTING SVCS	\$401,940.00	\$34,406.40	\$284,445.83	\$30,250.00	\$52,837.77
MOVABLE FURN & EQUIPMENT	\$2,474,323.00	\$2,019,848.18	\$119,246.62	\$200,000.00	\$135,228.20
PROJECT MGMT & OTHER COST	\$4,782,362.00	\$632,346.66	\$1,161,932.46	\$690,907.00	\$2,297,175.88
CONSTRUCTION CONTINGENCY	\$1,890,352.00	\$108,308.90	\$904,167.88	\$157,250.00	\$935,125.22

click "activities"

AiM Capital Project

Edit New Search Browse

Action **1368**

[ViewFinder](#)
[Copy](#)
[Budget Manager](#)
[Date Manager](#)
[Budget Revision](#)
[Cash Flow Projection](#)
[Email](#)
[Print](#)

View

[Extra Description](#)
Workflow
[Account Setup](#)
Planned Budget Forecast
[Project Team](#)
[Milestones](#)
Assessment Activity
[Activities](#)
Property/Asset List
Labor Charges
[Work Orders](#)
[Issues](#)
[Received Email](#)
Sent Email
Notes Log
[User Defined Fields](#)
[Status History](#)
Related Documents

STUDENT HOUSING - 18197

Organization

Requestor

Manager Organization

Employee [100037635](#)
RICHARD MILLER

Project Component Group

Component Group

[ACQUISITION](#)
[CONSTRUCTION COST](#)
[DESIGN RELATED SERVICES](#)
[INSPECTION & TESTING SVCS](#)
[MOVABLE FURN & EQUIPMENT](#)
[PROJECT MGMT & OTHER COST](#)
[CONSTRUCTION CONTINGENCY](#)



AiM Activities CARLENE About Logc

Done Cancel

1368 Created By THOMAS CONTOS On 11/12/2016 12:34 PM
Last Edited by JOSEPH ARCHER On 07/10/2019 10:12 AM

STUDENT HOUSING - 18197

Baseline Start
Estimated Start Jul 17, 2019
Actual Start Oct 17, 2016
Baseline End
Estimated End Aug 02, 2020
Actual End

Activities Remove Load

Sequence	Activity	Baseline Start	Estimated Start	Actual Start	Actual End	Estimated End	Baseline End
<input type="checkbox"/> 5	PI-CO-2			Oct 17, 2016	Dec 05, 2016		
<input type="checkbox"/> 10	PI-JMUCO-3			Jan 25, 2017	Feb 07, 2017		
<input type="checkbox"/> 15	PI-EIR			Jun 01, 2017	Jul 28, 2017		
<input type="checkbox"/> 20	SD-CO-4			Feb 27, 2017	Aug 01, 2017		
<input type="checkbox"/> 25	SD-AARB			Sep 01, 2017	Sep 01, 2017		
<input type="checkbox"/> 30	SD-JMUCO-9-P1			Apr 11, 2017	Apr 13, 2017		

Dates on activities (tasks) are entered on this screen. As dates start/end, the biweekly will update automatically. When edits are completed, click “done”. This will take you back to the main Capital Project screen. Click “save” to save changes

To Add Tasks

From the Capital Project page, click “edit”

click “activities”

On the Activities page, click “Load”

AiM Activities

Done Cancel

Activity	Description
<input type="checkbox"/> FC-FCO	FINAL CERTIFICATE OF OCCUPANCY
<input type="checkbox"/> FC-PC	PROJECT CLOSEOUT
<input type="checkbox"/> PD-CMEU	CM ESTIMATE UPDATE
<input type="checkbox"/> SD-CME	CM ESTIMATE
<input type="checkbox"/> WP-WI	WARRANTY INSPECTION

Click on activity needed

Click “done”

This will take the activity needed to the activity screen. Enter dates as needed.

Click “done”

Click “save”

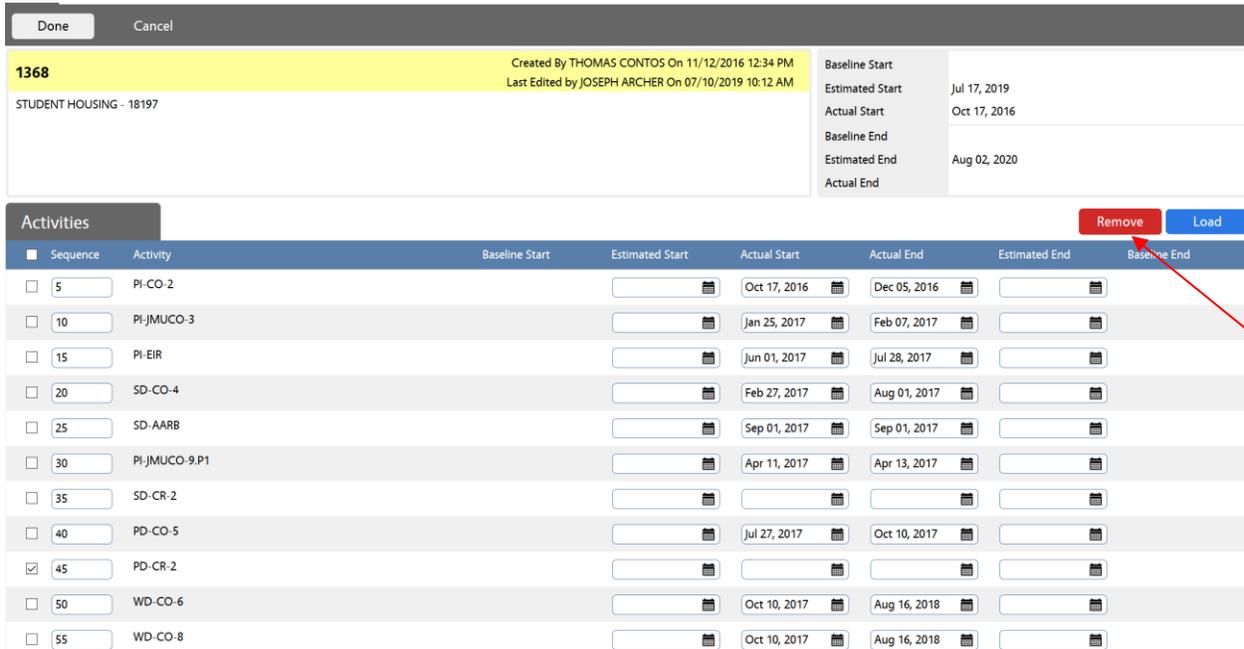
To Remove Tasks

From the Capital Project page, click “edit”

click “activities”

Click the check box by activity not needed, then click “remove” icon.

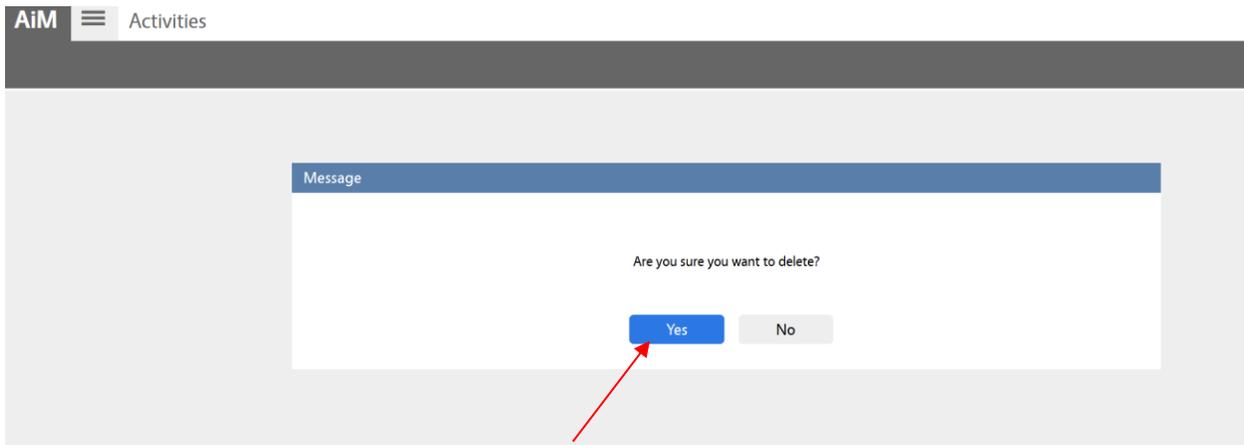
Click “save”



The screenshot shows the 'Activities' section of a software interface. At the top, there are 'Done' and 'Cancel' buttons. Below that, a yellow header bar displays the project ID '1368' and creation/editing information. To the right, a metadata panel lists dates for Baseline Start, Estimated Start, Actual Start, Baseline End, Estimated End, and Actual End. The main area is a table with columns for Sequence, Activity, Baseline Start, Estimated Start, Actual Start, Actual End, Estimated End, and Baseline End. A red arrow points to a 'Remove' button in the top right corner of the table area. The activity 'PD-CR-2' (Sequence 45) is selected with a checked checkbox.

Sequence	Activity	Baseline Start	Estimated Start	Actual Start	Actual End	Estimated End	Baseline End
<input type="checkbox"/>	5	PI-CO-2		Oct 17, 2016	Dec 05, 2016		
<input type="checkbox"/>	10	PIJMUCO-3		Jan 25, 2017	Feb 07, 2017		
<input type="checkbox"/>	15	PI-EIR		Jun 01, 2017	Jul 28, 2017		
<input type="checkbox"/>	20	SD-CO-4		Feb 27, 2017	Aug 01, 2017		
<input type="checkbox"/>	25	SD-AARB		Sep 01, 2017	Sep 01, 2017		
<input type="checkbox"/>	30	PIJMUCO-9.P1		Apr 11, 2017	Apr 13, 2017		
<input type="checkbox"/>	35	SD-CR-2					
<input type="checkbox"/>	40	PD-CO-5		Jul 27, 2017	Oct 10, 2017		
<input checked="" type="checkbox"/>	45	PD-CR-2					
<input type="checkbox"/>	50	WD-CO-6		Oct 10, 2017	Aug 16, 2018		
<input type="checkbox"/>	55	WD-CO-8		Oct 10, 2017	Aug 16, 2018		

Are you sure you want to delete? Click ‘yes’



The screenshot shows a confirmation dialog box titled 'Message'. The text inside the dialog asks 'Are you sure you want to delete?'. Below the text are two buttons: 'Yes' (highlighted with a red arrow) and 'No'.

Click “done”

Click “save”

To Enter Activities tied to a project

On the main Capital Project page, click Universal Action List

The screenshot shows the 'AiM Capital Projects' interface. At the top, there are 'Add' and 'Restore' buttons. Below them is a 'Menu' dropdown with the following items: Capital Project, Date Manager, Budget Manager, Budget Revision, Project Component Group, Project Component, Issue, and Universal Action List. A red arrow points to the 'Universal Action List' item. Below the menu is a 'Setup' dropdown with items: Component, Component Group, and Capital Project Type. The footer of the interface reads '©2018 AssetWorks'.

Click “search”

The screenshot shows the 'AiM Universal Action List' interface. At the top, there are 'New', 'Search', and 'Browse' buttons. A red arrow points to the 'Search' button. The interface includes a table with the following columns: 'Capital Project', 'Review Date', 'Due Date', 'Contract Type', 'Contractor', and 'Contract'. The table is currently empty. The footer of the interface reads 'Action Items' and includes a table with the following columns: 'Line', 'Login', 'Date', 'Reference', 'Item', 'Description', 'Response', and 'Complete'.

Enter the Capital project number in the Capital Project search field
Click 'execute'

AiM Universal Action List CARLENE AT

Execute Advanced Search Reset

Action	Display Order	Sort	Operator	Field
<input type="checkbox"/> UAL	-	=		
<input type="checkbox"/> Capital Project	-	=		1368
<input type="checkbox"/> Description	-	contains		
<input type="checkbox"/> Status	-	=		
<input type="checkbox"/> Type	-	=		
<input type="checkbox"/> Responsibility	-	=		
<input type="checkbox"/> Review Date	-	=		
<input type="checkbox"/> Due Date	-	=		
<input type="checkbox"/> Contract Type	-	=		
<input type="checkbox"/> Contract Number	-	=		
<input type="checkbox"/> Extra Description	-	contains		
<input type="checkbox"/> Edit Date	-	=		
<input type="checkbox"/> Editor	-	=		

Notes Log Select

This will bring up a types of existing activities to choose

AiM Universal Action List CARLENE /

Search New

Action	UAL #	Description	Type	Status
<input type="checkbox"/> Export	001	BI-WEEKLY MEETINGS ARE BEING HELD WITH KJELLSTROM & LEE, (K&L), TO PLAN FOR MOBILIZATION IN MAY OF 2018.	JMU	OPEN
<input type="checkbox"/> View	002	ARCHITECT LIST	A&E	OPEN
	003	DPB COST REVIEWER IS RECOMMENDING BUDGET REDUCTIONS	AGENCY	OPEN
	004	PD ESTIMATE HAS BEEN PREPARED	CONST_MGR	OPEN
	005	DEQ APPROVED ENVIRONMENTAL IMPACT REVIEW	JMU	OPEN

Click the type

Click "edit"

This will take you to the Universal Action List screen

To add items
Click “add”

AiM Universal Action List CARLENE About Help Logout

Save Cancel

View 001 Last Edited by JOSEPH ARCHER On 09/23/2019 02:29 PM

Extra Description
Workflow
Notes Log
User Defined Fields
Status History
Related Documents

Capital Project 1368
STUDENT HOUSING - 18197

Review Date
Due Date

Status OPEN
Type JMU
Responsibility JMU

Contract Type
Contractor
Contract

Action Items Remove Add

Line	Login	Date	Reference	Item	Description	Response	Complete
1	ARCHERJA	Sep 23, 2019			CONSTRUCTION IMPACTS ON THE EXISTING BUILDING.		
2	ARCHERJA	Sep 23, 2019			DEMOLITION OF HALL.		
3	ARCHERJA	Sep 23, 2019			SITE LOGISTICS: TRAILERS, FENCING, AND SIGNAGE ETC.		

Once information has been entered, click “save”

Click the browse icon to go to the next type by clicking “browse” and repeat the process for each action item.

NOTE: Action items on the bi-weekly are automatically added/removed based on the complete dates.

To Enter Issues for a Project – New Issues

At the Workdesk, click on Capital Projects

The screenshot displays the AiM WorkDesk interface. At the top, there is a navigation bar with the AiM logo and 'WorkDesk' text, along with 'Add' and 'Restore' buttons. A left sidebar menu lists various categories, with 'Capital Projects' highlighted by a red arrow. The main content area is divided into several sections: 'Administrator Messages', 'Personal Query Count' (showing a list of project counts), and 'Quick Search' (with search input fields and suggestions).

Section	Item	Count
Personal Query Count	76 Capital Projects ~ Capital Project ~ ACTIVE CAPITAL PROJECTS	76
	3 Capital Projects ~ Capital Project ~ PROJECTS ASSIGNED TO ME	3
	6 Capital Projects ~ Issue ~ ISSUES FOR CAPITAL PROJECT 1368	6
	6 Capital Projects ~ Universal Action List ~ ACTIVITIES FOR CAPITAL PROJECT 1368	6
	37 Contract Administration ~ Internal Work Agreement ~ INTERNAL WORK AGREEMENTS FOR 1368	37
36 Work Management ~ Work Order ~ WORK ORDERS FOR CAPITAL PROJECT 1368	36	

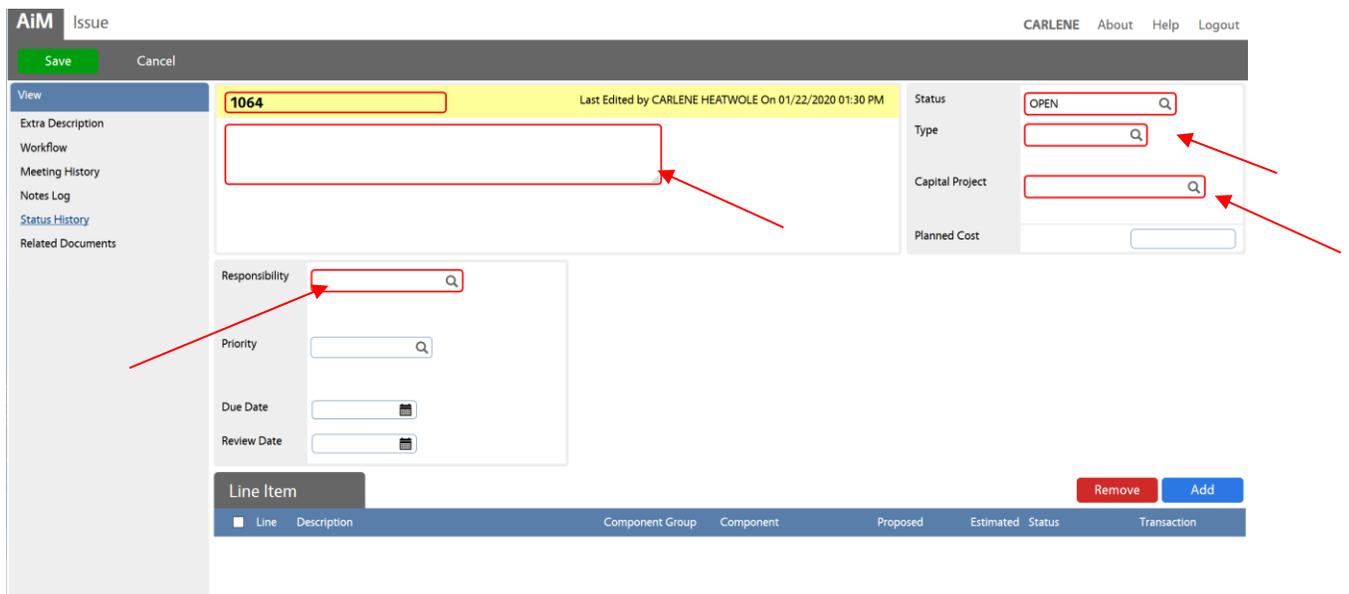
Section	Item
Quick Search	Capital Project
	Issue
	Universal Action List
	Internal Work Agreement
	Work Order
	Phase

Click on “issue”

The screenshot shows the AiM Capital Projects interface. At the top, there are two buttons: "Add" (blue) and "Restore" (red). Below these is a "Menu" section with a list of items: Capital Project, Date Manager, Budget Manager, Budget Revision, Project Component Group, Project Component, Issue, and Universal Action List. A red arrow points to the "Issue" item. Below the menu is a "Setup" section with items: Component, Component Group, and Capital Project Type. The footer contains the text "©2018 AssetWorks".

On the issue screen, click “new”

The screenshot shows the AiM Issue screen. At the top, there is a header with "AiM" and "Issue" on the left, and "CARLENE About Help Logout" on the right. Below the header is a "New" button (blue) and a "Search" input field. A red arrow points to the "New" button. The main content area is a table with columns: "Last Edited by On", "Status", "Type", "Capital Project", and "Planned Cost". Below the table is a "Responsibility" section with fields for "Priority", "Due Date", and "Review Date". At the bottom, there is a "Line Item" section with a table header: "Line", "Description", "Component Group", "Component", "Proposed", "Estimated", "Status", and "Transaction".



Type in the capital project number, then click the magnifying glass

Click on the search function to choose the responsible party

On the type, click on the search function to choose the type. Click on the type needed

Type ↓	Description
BIDDING	BIDDING
BUDGET	BUDGET
CLOSEOUT	CLOSEOUT
CONSTRUCTION	CONSTRUCTION
EQUIPMENT	MOVABLE EQUIPMENT
JMU INTERNAL	JMU INTERNAL
PRELIM DESIGN	PRELIMINARY DESIGN
PROJ INITIATION	PROJECT INITIATION
REGULATORY	REGULATORY
SCHEMATIC DESIG	SCHEMATIC DESIGN
WARRANTY	WARRANTY
WORKING DRAWING	WORKING DRAWINGS

Type in the description of the issue,
Click on the search function for the responsibility party.

The screenshot shows the AiM Issue form with the following details:

- Header:** AiM Issue, CARLENE About Help Logout
- Buttons:** Save, Cancel
- Form Fields:**
 - ID:** 1065 (highlighted in yellow)
 - Last Edited:** by CARLENE HEATWOLE On 01/22/2020 01:33 PM
 - Status:** OPEN
 - Type:** JMU INTERNAL
 - Capital Project:** 1368
 - Planned Cost:** STUDENT HOUSING - 18197
 - Responsibility:** CM PROJECT MANAGER
 - Priority:** [Search]
 - Due Date:** [Calendar]
 - Review Date:** [Calendar]
- Description:** UPON COMPLETION OF DEB COMMENTS AND RECOMMENDATION FOR OCCUPANCY BY THE STATE FIRE MARSHALL
- Line Item Table:**

Line	Description	Component Group	Component	Proposed	Estimated	Status	Transaction
- Buttons:** Remove, Add (indicated by a red arrow)

To add a line item, click “add” under line item.

AiM Line Item CARLENE About Logout

Done Add Cancel

View

- Extra Description
- Request For Information
- Notes Log
- Related Documents

001 Last Edited by CARLENE HEATWOLE On 01/22/2020 01:38 PM

recommendation for occupancy includes inspection and testing of fire alarm system

Capital Project	1368 STUDENT HOUSING - 18197	Change Proposal	
Component Group	INSPECTION & TESTING : <input type="text" value="Q"/>	Change Directive	
Component	PROJECT INSPECTION : <input type="text" value="Q"/>	Change Order	
	PROJECT INSPECTION	Line Item	

Status:

Issue: 1065
UPON COMPLETION OF DEB COMMENTS

Proposed Days:

Proposed Amount:

Estimated Amount:

Enter this issue information in the description box
 Click on the search function to choose the component group
 Click on the search function to choose the component
 The status is automatically set to open
 Click "done"

Click "save"

AiM Issue CARLENE About Help Logout

Save Cancel

View

- Extra Description
- Workflow
- Meeting History
- Notes Log
- Status History
- Related Documents

1065 Last Edited by CARLENE HEATWOLE On 01/22/2020 01:42 PM

UPON COMPLETION OF DEB COMMENTS AND RECOMMENDATION FOR OCCUPANCY BY THE STATE FIRE MARSHALL

Responsibility	CM PROJECT MANAGER : <input type="text" value="Q"/>	Status	OPEN : <input type="text" value="Q"/>
Priority	BW : <input type="text" value="Q"/>	Type	JMU INTERNAL : <input type="text" value="Q"/>
Due Date	<input type="text"/>	Capital Project	1368 STUDENT HOUSING - 18197
Review Date	<input type="text"/>	Planned Cost	<input type="text"/>

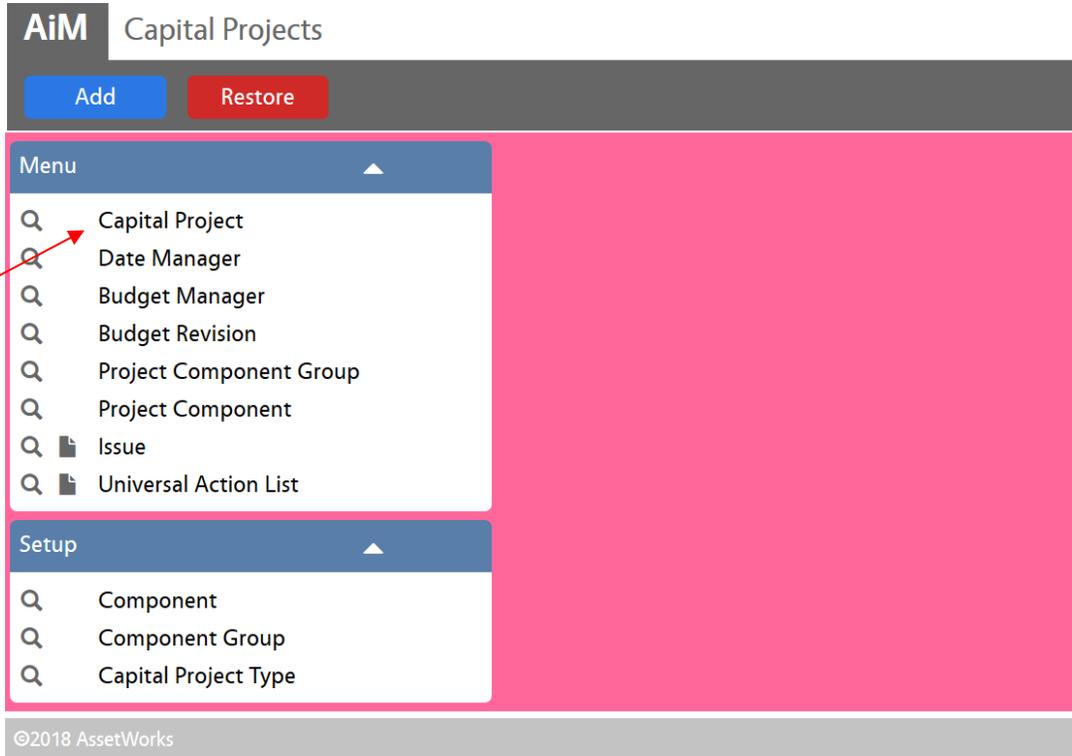
Planned Cost:

Line Item Remove Add

Line	Description	Component Group	Component	Proposed	Estimated	Status	Transaction
<input type="checkbox"/> 001	RECOMMENDATION FOR OCCUPANCY INCLUDES INSPECTION AND TESTING OF FIRE ALARM SYSTEM	INSPECTION & TESTING SVCS	PROJECT INSPECTION			Open	

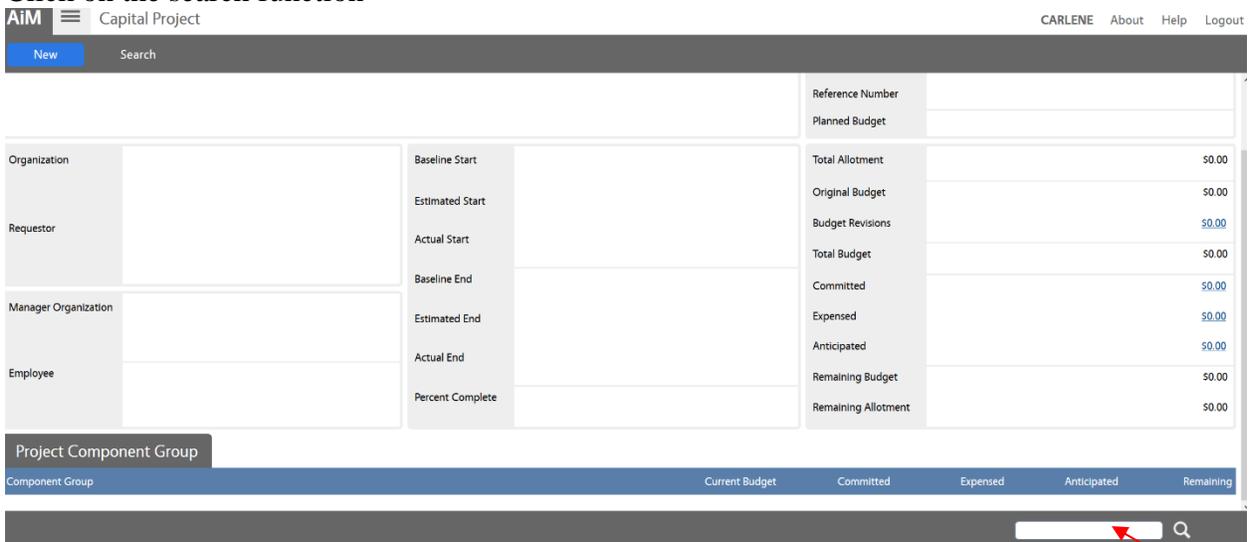
To Add Line Items on Existing Issues

Click on capital project



Enter the project number to get to the main capital project screen

Click on the search function



Click edit
Click on "issues"

AiM Capital Project CARLENE About Help Logout

Edit New Search

1368 Created By THOMAS CONTOS On 11/12/2016 12:34 PM
Last Edited by JOSEPH ARCHER On 07/10/2019 10:12 AM

STUDENT HOUSING - 18197

Organization: [Empty]
Requestor: [Empty]
Manager Organization: [Empty]
Employee: 100037635 RICHARD MILLER

Baseline Start: [Empty]
Estimated Start: [Empty]
Actual Start: [Empty]
Baseline End: [Empty]
Estimated End: [Empty]
Actual End: [Empty]
Percent Complete: [Empty]

Status: ACTIVE
Type: NEW CONSTRUCTION
Reference Number: 216-18197
Planned Budget: \$55,000,000.00

Total Allotment: \$62,000,000.00
Original Budget: \$55,000,000.00
Budget Revisions: \$7,000,000.00
Total Budget: \$62,000,000.00
Committed: \$12,461,541.62
Expensed: \$45,133,654.31
Anticipated: \$913,907.00
Remaining Budget: \$3,490,897.07
Remaining Allotment: \$3,490,897.07

Project Component Group

Component Group	Current Budget	Committed	Expensed	Anticipated	Remaining
ACQUISITION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONSTRUCTION COST	\$47,850,000.00	\$9,449,652.97	\$38,400,347.03	\$0.00	\$0.00
DESIGN RELATED SERVICES	\$4,601,023.00	\$216,978.51	\$4,263,514.49	\$50,000.00	\$70,530.00
INSPECTION & TESTING SVCS	\$401,940.00	\$34,406.40	\$284,445.83	\$30,250.00	\$52,837.77
MOVABLE FURN & EQUIPMENT	\$2,474,323.00	\$2,019,848.18	\$119,246.62	\$200,000.00	\$135,228.20
PROJECT MGMT & OTHER COST	\$4,782,362.00	\$632,346.66	\$1,161,932.46	\$690,907.00	\$2,297,175.88
CONSTRUCTION CONTINGENCY	\$1,890,352.00	\$108,308.90	\$904,167.88	(\$57,250.00)	\$935,125.22

This will bring up the issues screen.

To add issues, click the issue number needed on the issues list

AiM Issues CUSTOMER About Logo

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1368 Created By THOMAS CONTOS On 11/12/2016 12:34 PM
Last Edited by JOSEPH ARCHER On 07/10/2019 10:12 AM

STUDENT HOUSING - 18197

Issues List Add

Issue	Description	Responsibility	Type	Status	Due Date
1051	DESIGN RELATED SUBSURFACE INVESTIGATIONS	FP&C PROJECT MANAGER	BUDGET	OPEN	
1052	PCE 28 RFI 42 HVAC EXTRAS	FP&C PROJECT MANAGER	CONSTRUCTION	OPEN	
1061	BONDS NOT AVAILABLE	JMU BUDGET OFFICE	BUDGET	OPEN	
1053	BONDS PURCHASE ADJUSTMENT	FM ACCT/BUDGET	BUDGET	OPEN	
1054	CONSTR CONTINGENCY	FP&C PROJECT MANAGER	CONSTRUCTION	OPEN	

Click "edit"
Click "add"
Enter an Issue,
Click 'enter'

Click Add to add Line items
Enter the component group
Enter the component
Click "done"
Click "save"

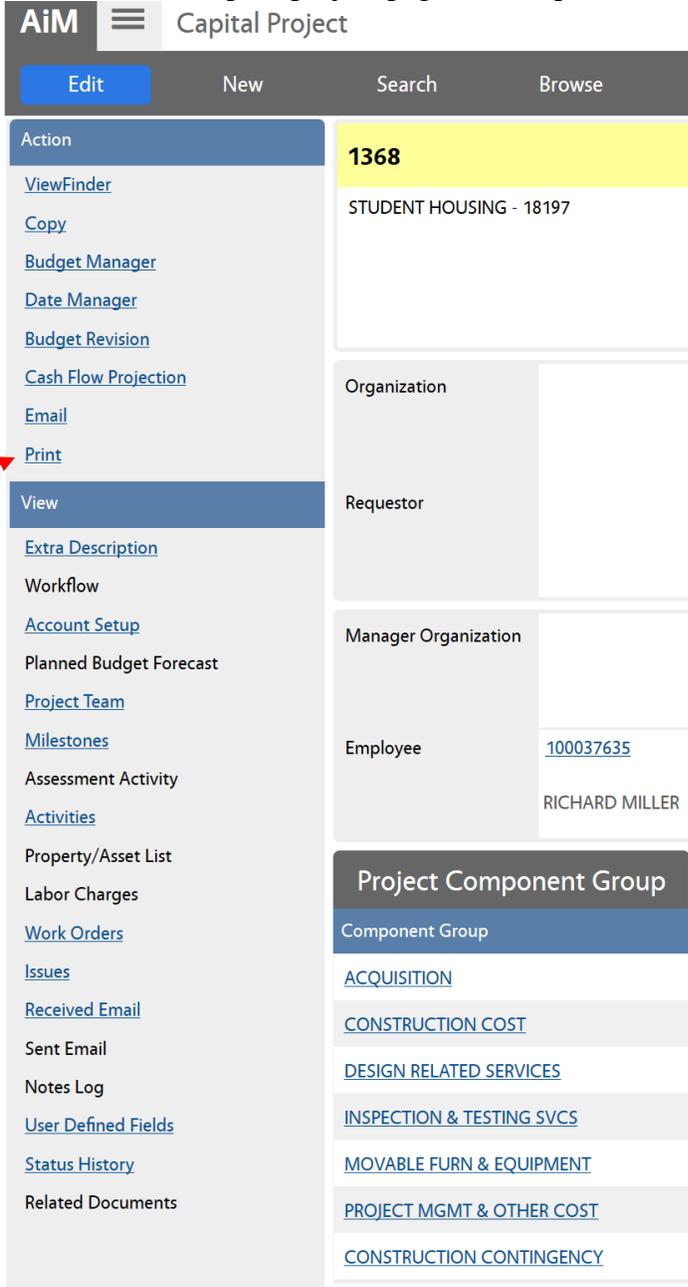
AiM Line Item CARLENE About Logout

Done **Add** Cancel

View	002 Last Edited by CARLENE HEATWOLE On 01/28/2020 01:42 PM	Status	Open
Extra Description	<input type="text"/>	Issue	1071
Request For Information			BONDS ADJUSTMENT
Notes Log		Proposed Days	<input type="text"/>
Related Documents		Proposed Amount	<input type="text"/>
Capital Project	1368	Change Proposal	
	STUDENT HOUSING - 18197	Change Directive	
Component Group	<input type="text"/>	Change Order	
Component	<input type="text"/>	Line Item	
		Estimated Amount	<input type="text"/>

To run the Bi-weekly Report

From the main capital project page, Click “print”



The screenshot shows the AiM Capital Project interface. The top navigation bar includes 'AiM', a menu icon, and 'Capital Project'. Below this is a secondary bar with 'Edit', 'New', 'Search', and 'Browse' buttons. The left sidebar is expanded to show the 'Action' menu, with 'Print' highlighted and a red arrow pointing to it. The main content area displays project details for 'STUDENT HOUSING - 18197' with a value of '1368'. Below this are sections for 'Organization', 'Requestor', and 'Manager Organization'. The 'Employee' section shows ID '100037635' and name 'RICHARD MILLER'. At the bottom, there is a 'Project Component Group' section listing various cost categories.

Project Component Group	
Component Group	ACQUISITION
	CONSTRUCTION COST
	DESIGN RELATED SERVICES
	INSPECTION & TESTING SVCS
	MOVABLE FURN & EQUIPMENT
	PROJECT MGMT & OTHER COST
	CONSTRUCTION CONTINGENCY

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- [701-CAP PROJECT](#)
- [702-CAP PROJECT TRANS DET](#)
- [703-ISSUES LIST](#)
- [751-CAP PROJECT WKF SUM](#)
- [752-CAP PROJECT WKF DET](#)
- [JMU CPPM COMP TOTALS](#)
- [JMU CPPM ACCOUNT SETUP](#)
- [JMU CPPM BIWEEKLY](#)
- [JMU CPPM BIWEEKLY DIR CUT](#)



Click JMU CPPM BIWEEKLY. This will run the report.

BIRT Report Viewer

Showing page 1 of 2

(1368) STUDENT HOUSING - 18197 **216-18197**

THIS PROJECT ENTAILS THE DESIGN AND CONSTRUCTION OF A NEW STUDENT HOUSING FACILITY. THE PLANNED FACILITY IS A MULTI-STORY BUILDING PROVIDING 500 STUDENT BEDS ON THE EAST SIDE OF CAMPUS. THIS PROJECT ALSO INCLUDES A LAND BRIDGE, WHICH CONNECTS THE NEW STUDENT HOUSING PROJECT WITH THE REST OF EAST CAMPUS.

TOTAL PROJECT BUDGET:	\$ 62,000,000	FP&C PROJECT MANAGER	RICHARD MILLER
CONSTRUCTION BUDGET:	\$ 47,850,000	FP&C INSPECTOR	NANCY CORNWELL
CONTRACT W/CHANGE ORDERS:	\$ 48,862,477	FP&C INSPECTOR	GLENN WAYLAND
NUMBER OF CHANGE ORDERS TO DATE:	2	USER REPRESENTATIVE	KEVIN MEANEY
PROJECT DELIVERY METHOD:	CM@RISK	PRIME A/E	VMDO
OAC:	21-NOV-2019	CONSTRUCTION MANAGER	WM JORDAN

TASK (ACTIVITIES)	START	END
SCHEMATIC DESIGN		
CR-2 BCOM SD COSTING REVIEW		
PRELIMINARY DESIGN		
CR-2 BCOM PD COSTING REVIEW		
CONSTRUCTION		
ABATEMENT	06/13/2018	
CO-17.1 DEMOLITION		
CO-17	01/03/2019	12/05/2019
CO-13A BCOM SUB-COM. INSPECTION	07/23/2019	08/02/2019
CO-13C BCOM SUB-COM. INSPECTION	07/23/2019	08/02/2019
SUBSTANTIAL COMPLETION		
CO-13.3 (BITS)		08/02/2019
FF&E INSTALLATION	06/24/2019	07/19/2019
MOVE IN	07/17/2019	08/23/2019
WARRANTY PERIOD		
COMPLETION OF WARRANTY	08/02/2019	08/02/2020
WARRANTY PERIOD	09/16/2019	

MILESTONES

DATE	DESCRIPTION
03-Oct-2016	RECEIVE GCCM RFP RESPONSES
27-Feb-2017	SUBMITTAL OF CO4 (APPROVAL OF SCHEMATICS) TO BCOM
10-Oct-2017	SUBMITTAL OF CO8 TO BCOM

ACTIVITIES (UNIVERSAL ACTION LIST)

ISSUES

BUDGET

- DESIGN RELATED SUBSURFACE INVESTIGATIONS
 - * SUBSURFACE INVESTIGATIONS
- BONDS PURCHASE ADJUSTMENT
 - * BONDS PURCHASE ADJUSTMENT
 - * MORE MOVING AND RELOCATING ISSUES

Jan 6, 2020, 9:25 AM AIM002