

Resident Management System Newsletter

RMS Version 2.36 Now Available

The RMS Center has posted the latest version of the programs on the RMS Websites and have updated both of our CEAP Centers.

This release requires database changes to support the new features and reports. The required changes, will be made at the CPC and WPC on the District level, coordination will be made with the RMS Center to schedule the update. Districts and Users that maintain a local database will be required to download the update and RMSSchema***.exe from the RMS website.



Edwards AFB, CA “Main Base Runway Replacement” project — Total Program Amount of \$103,000,000.00

Special Points of Interest

- RMS/QCS Features
- RMS-CCASS Interface
- QCS 3-Phase Checks
- Warranty Items/Inspections

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RMS Program—Update

- The latest version of RMS (2.36) includes numerous major new features.
- Updated RMS and QCS Manuals will be posted soon and will provide additional documentation on these items.

Key Features in this Newsletter

RMS-CCASS Interface

- RMS-CCASS interface. Allows the construction evaluation to be put directly into CCASS electronically from RMS.

Placement vs. Baseline Reports

- To facilitate projections and successes meeting targeted placements RMS can establish a baseline schedule for all future and active contracts and measure it against actual placement.

Prompt Payment / Pay Requests

- Prompt Payment Certification and reporting of Subcontractor payments can now be furnished directly from QCS.

Hazard Analysis

- The Contractor can develop AHA's in the Contractor Library and use this for all contracts in the QCS database. The individual AHA's may also be edited at the contract level to tailor it for a specific contract hazard.

3-Phase Inspections in QCS

- The contractor can now add new 3-phase checks in QCS and can attach the RMS System Library Checks to the Features of Work for his 3-Phase Inspections.

Safety Exposure Report

- RMS will rollup exposure hours reported in QCS and develop the required **Monthly Injuries/Illnesses & Exposure Report**.

Warranty Items and Warranty Inspections

- Warranty Items can again be placed in RMS and tagged to the 4, 9, and 12 Month Warranty Inspection with the Customer.

Quality Assurance System (QAS)

- A stand-alone RMS for field personnel, **QAS**, works similar to the **Remote QCS Site** program and also works with the Firebird© database.

Exports to Government Training Sites

- RMS, QCS, and QAS can be directed to a test site for training, troubleshooting, etc., thus avoiding over-writing live RMS data.

Punchlist Improvements

- Punch list items can be "copied" for multiple locations and "locations" can be changed globally within a contract.

RFI Notifications in RMS and QCS

- Both RMS and QCS will advise the Government or Contractor of new or answered RFI's.

New RMS and QCS Reports

- Reports have been added and modified to address the many new features and policies in this newest release.

Additional RMS/QCS Features

- **DUNS** and **NAICS** fields added to the Prime Contractor screen — used in CCASS.
- Monthly Placement has been modified.
- The Contractor is able to **Copy** a Daily Dredging Report from a selected previous day.
- Contract Options are no longer included as time/cost growth. Various reports have been modified to reflect this new policy (in particular, the CCG Metrics report). The Original required completion is now computed as: $NTP + DURATION + OPTIONS$.
- The **unlock** of the QCS Master site can now be done by an Office Administrator, as well as the System Administrator.
- The CEFMS payment upload now sends Pay Period from and thru dates from RMS to CEFMS. (Instructions are also included in RMS to remove downloaded CEFMS information associated with a payment if that payment is deleted from RMS. This allows the RMS user to back up to previous payments and reprocess them as the current payment if needed, without having the CEFMS payments add back in automatically. The CEFMS payments will, however, add back in with the next CEFMS download.
- You can now assign Signatures for each individual Modification and the signature will be saved with the Modification it is associated with.

The screenshot displays the 'Administration - Prime Contractor' interface. The window title is 'QCS Contract Menu - [G3001201] \$4377 NA Shell Gasoline Project'. The interface includes a menu bar (File, Options, Help) and a navigation pane on the left with links for Contract Description, Action Items, Prime Contractor, Subcontractors, Contractor Insurance, Contractor Payrolls, Pay Activities, Progress Payments, Specification Sections, Submittal Register, and Transmittal Log. The main area is divided into three tabs: Contractor Information, Management/Work Days, and Bond Co./SBA. The Contractor Information tab is active, showing fields for Prime's Name (ADESTA), Full Name (ADESTA COMMUNICATIONS), Address (1313 VIA DE ARBOLES, QUEEN CREEK AZ85242), Country (USA), NAICS Code (000158), CEC (DUNS) No (064654588888), Phone (480-987-3111), and Fax (480-987-3323). A red arrow points to the NAICS Code field. Below these fields are Site Address, Phone, and Fax fields, and a radio button selection for 'Government should send mail to: Contractor's Home Address' (selected) or 'Contractor's Site Address'. At the bottom, there are fields for 'Contractor Representative to Review Contractor Evaluation (DD2626)' with Name (MANUAL ADESTA) and Email (MADESTA@ADESTA.COM).

RMS/CCASS Interface

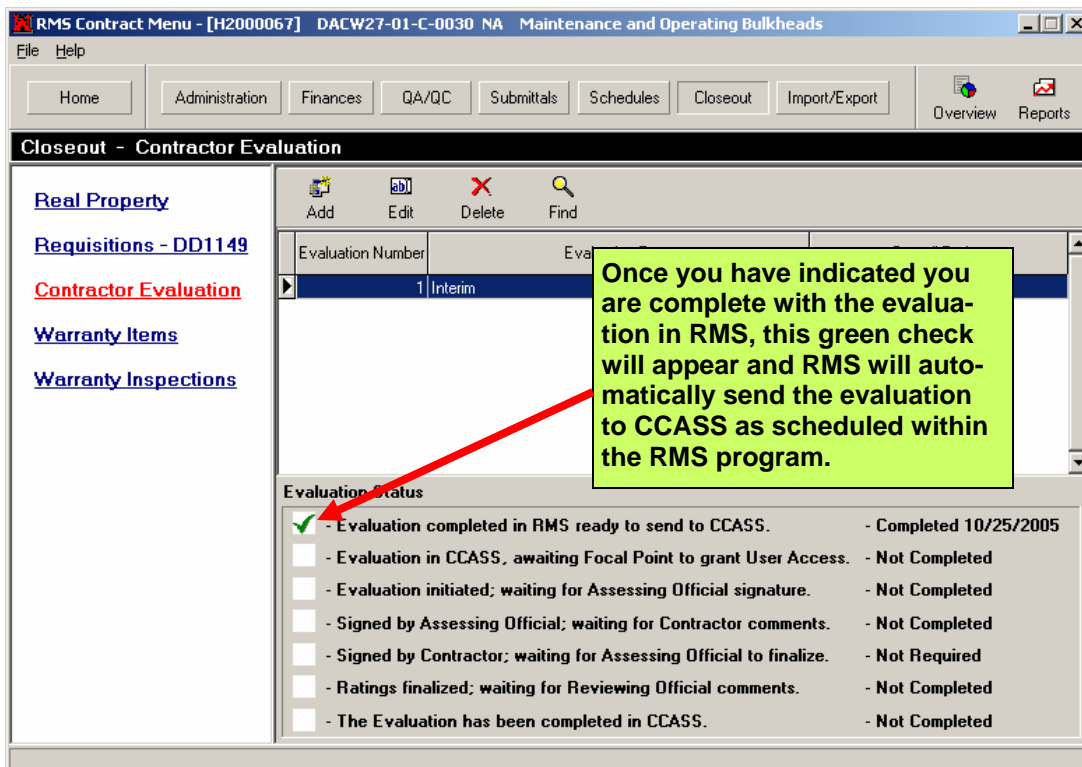
The interface between RMS and CCASS is now available. Additional information can be obtained from the ACASS/CCASS User Manual at the following website: <http://www.cpars.navy.mil>

The Construction evaluation will be prepared in RMS. When the evaluator has prepared the evaluation to the point it is ready to be sent to the Assessing Official, it will be marked completed and ready to be sent to CCASS in RMS.

The evaluation will be exported from RMS to CCASS. **When the evaluation from RMS is imported into CCASS, the contract will automatically be registered. It is not necessary to "pre-register contracts" in CCASS when using the RMS-CCASS interface.**

A status update of "P" for Pending means that the evaluation has been sent to CCASS, but the Focal Point has not yet authorized access to it. A status of "I" for Initiated means that the evaluation has been copied to CCASS and the Focal Point has already authorized access to it. It is recommended that the CCASS Focal Point authorize access to contracts prior to the evaluation being sent to CCASS from RMS. This will allow the Assessing Official (Evaluator), once notified that the evaluation is copied to CCASS, to login to CCASS and continue processing the evaluation to the Contractor Representative. It is further recommended that the Focal Point give access to not only the Assessing Official, but the Contractor Representative and Reviewing Official as well. The Focal Point should also include email addresses when authorizing access to allow CCASS to send the system email notifications as the evaluation is moved through the workflow process. The Contract Data Entry and Assessing Official Representative roles will not be required for evaluations being copied from RMS.

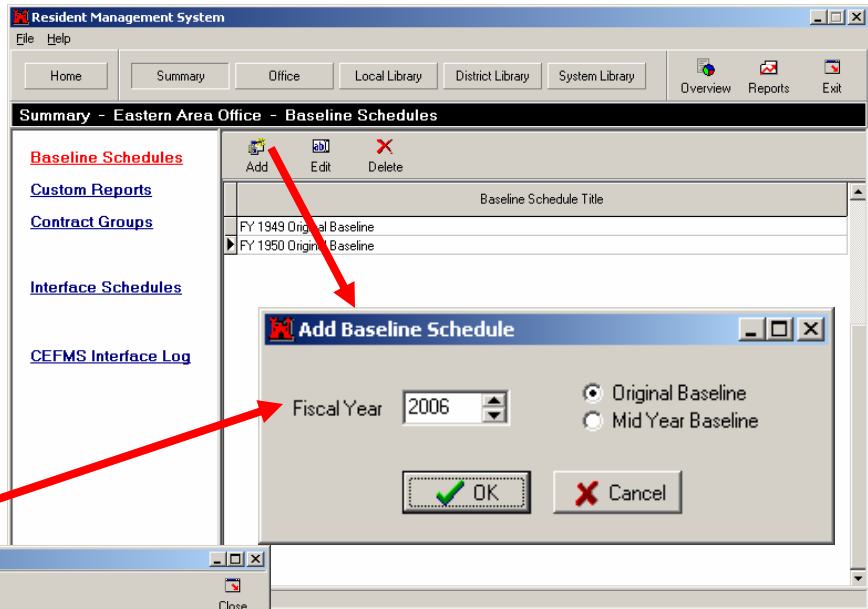
CCASS will provide RMS with updated status of the evaluation each time the evaluation is updated in CCASS all the way through completion.



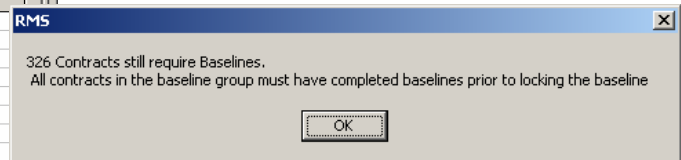
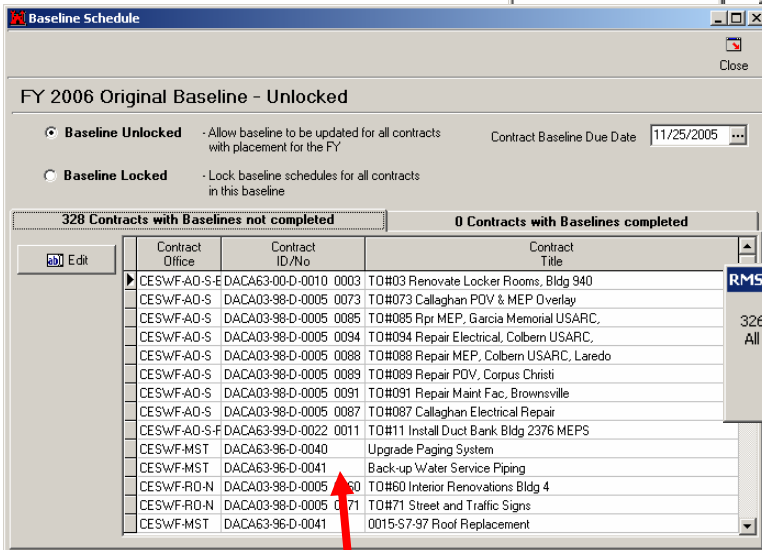
Placement vs. Baseline Reports

To assist in budgeting, and other areas of management, the baseline schedule is used at the Summary level. It requires that all contracts (future and active) have a schedule developed within RMS. Once all contracts have their baseline completed, the Administrator can "lock" the schedules and future placements will be compared to that composite baseline schedule.

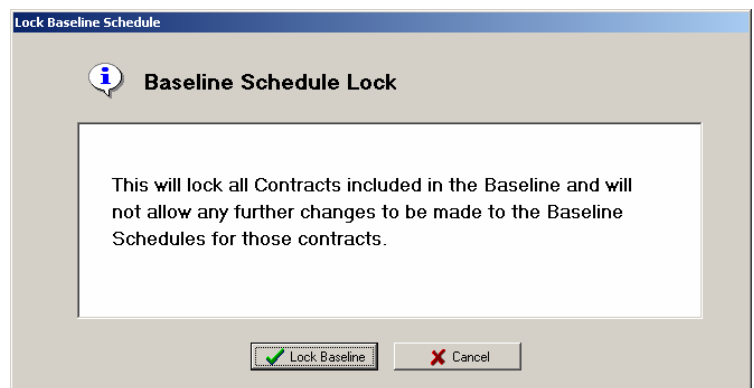
You can create a Baseline Schedule for any Fiscal Year.



You can Edit (or double mouse-click) a contract and be taken directly to the point where a schedule can be created and marked complete.



To be able to complete the Summary Baseline Schedule, no contracts can be shown on this window.



Prompt Payment / Pay Requests from QCS

In accordance FAR 52.232-5 — “Payments Under Fixed-Price Construction Contracts”, RMS and QCS has been provided with new screens to accommodate the information specified to be furnished by the Prime Contractor relative to any Subcontractor used on the contract.

Key items to be provided:

- A. Listing of amount for work accomplished by each subcontractor.
- B. Listing of the total amount of each subcontract.
- C. Listing of amount previously paid to each subcontractor (includes any deductions against the subcontract, per the Prompt Payment Act (PPA)).

Subcontractor Name	Total Amount Subcontracted	Previous Subcontractor Payments (Excluding Deductions)	Subcontractor Amount Included in this Payment Estimate (Excluding Deductions)	Subcontractor Earnings Deducted by Contractor (Total to Date)
Asphalt J. Paving	00,000,000,000.00	-\$5,000.00	\$0.00	\$0.00
Jeff Landscaper	\$10,000.00	-\$1,000.00	\$0.00	\$0.00

Discount Terms
Discount Days: 0 Discount Percentage: 0

Notice of Assignment
If Notice of Assignment has been filed, enter name of Assignee to whose payment is to be sent.
Name: _____
Title: _____
Phone: _____
Address: _____

Notice of Defective Invoice
Name, Title, phone number, and mailing address of person to be notified in event of a defective invoice.
Name: Robert Browne
Title: Owner
Phone: 909-234-5679
Address: 1254 West Avenue
Upland, CA 92506

Certification by
I hereby certify, to the best of my knowledge and belief, that:
(1) The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the contract;
(2) Payments to subcontractors and suppliers have been made from previous payments received under the contract, and timely payments will be made from the proceeds...
(3) This request for progress payments does not include any amounts which the prime contractor intends to withhold or retain from a subcontractor or supplier...
(4) This certification is not to be construed as final acceptance of a subcontractor's performance.
Name: John Maybery
Title: Superintendent

Payment No. 42 Thru 09/12/2005 Invoice Date 10/26/2005 Requested Earnings Completed Yes

Screens have been added to provide data for **Assignments** and **Notification of Defective Invoice**.

The **Prompt Payment Certification** is also included on the screen and a report can be generated within QCS to submit with the Contractor Payment Request. (See partial Report on next page.)

Prompt Payment Certification Report (Partial)

Prompt Payment Certification And Supporting Data For Contractor Payment Invoice				Page 1 of 13 pages	
(1) Contract No.: DACW27-01-C-0030 NA		(2) Location and Description of Work: Olmsted, Illinois Maintenance and Operating Bulkheads		(3) Estimate No.: 42	
				(4) Invoice Date: 10/26/2005	
(5) Contractor Official (name and address) to whom payment is to be sent: Massman Construction Co. 8901 State Line Road Kansas City, MO 64114			(6) Discount Terms: 0 Days 0 Percent		
(7) If Notice of Assignment has been filed, enter name of Assignee to whom payment is to be sent:			(8) Name, Title, phone number, and mailing address of person to be notified in event of a defective invoice: Robert Brow ne, Ow ner 909-234-5679 1254 West Avenue Upland, CA 92506		
(9) Subcontractor Name	(10) Total Amount Subcontracted	(11) Previous Subcontractor Payments (Excluding Deductions)	(12) Subcontractor Amount Included in this Payment Estimate (Excluding Deductions)	(13) ** Subcontractor Earnings Deducted by Contractor (Total to Date)	
BART	\$43,000.00	\$24,000.00	\$4,000.00	\$2,400.00	
Bar-Tie	\$23,445.00	\$0.00	\$0.00	\$0.00	
COE	\$13,253.00	\$0.00	\$0.00	\$0.00	
DivCon, LLC	\$160,000.00	\$0.00	\$0.00	\$0.00	
DivCon, LLC	\$75,000.00	\$0.00	\$0.00	\$0.00	
EGPT	\$12,005.00	\$1,200.00	\$1,200.00	\$120.00	
MCC	\$15,000.00	\$0.00	\$0.00	\$0.00	
N & N Metro Plumbing	\$80,000.00	\$0.00	\$0.00	\$0.00	
N & N Metro Plumbing, Inc.	\$0.00	\$0.00	\$0.00	\$0.00	
PLAT	\$12,500.00	\$0.00	\$0.00	\$0.00	
Plateau Electrical Constructor	\$250,000.00	\$125,000.00	\$50,000.00	\$12,500.00	
STW	\$46,500.00	\$0.00	\$0.00	\$0.00	
THMS	\$33,000.00	\$0.00	\$0.00	\$0.00	
Thomas Industrial Coatings Inc	\$35,600.00	\$0.00	\$0.00	\$0.00	
Triangle Enterprises	\$340,000.00	\$0.00	\$0.00	\$0.00	

** A written notice of any withholding shall be issued to a subcontractor (with a copy to the Contracting Officer) of any such notice issued by the Contractor, specifying (1) the amount to be withheld, (2) the specific causes for the withholding under the terms of the subcontract, and (3) the remedial actions to be taken by the subcontractor in order to receive payment of the amounts withheld. Attach copy of notification to pay estimate. Reference FAR 52.232-27(g).

I hereby certify, to the best of my knowledge and belief, that:

- (1) The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the contract;
- (2) Payments to subcontractors and suppliers have been made from previous payments received under the contract, and timely payments will be made from the proceeds of the payments covered by this certification, in accordance with subcontract agreements and the requirements of Chapter 39 of Title 31, United States Code; and
- (3) This request for progress payments does not include any amounts which the prime contractor intends to withhold or retain from a subcontractor or supplier in accordance with the terms and conditions of the subcontract.
- (4) This certification is not to be construed as final acceptance of a subcontractor's performance.

Signature _____ Date _____

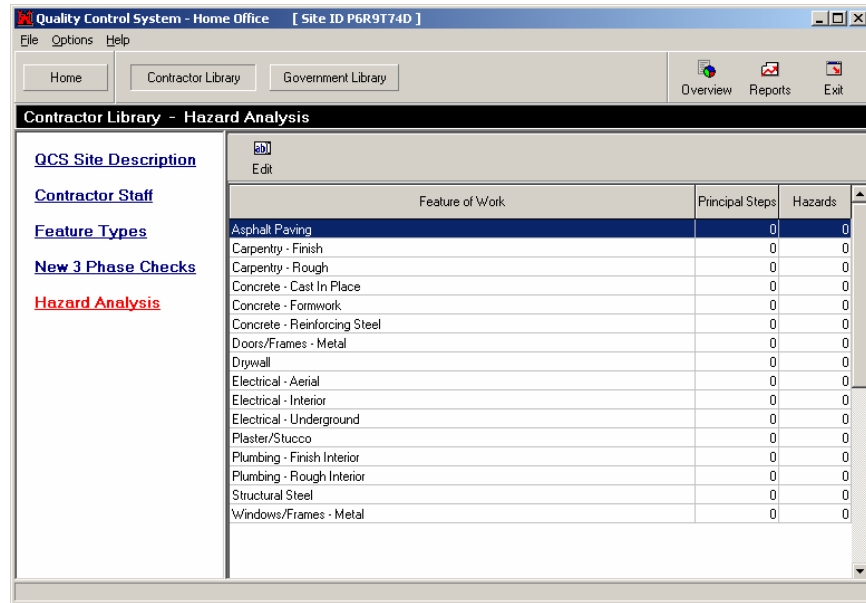
John Mayberry, Superintendent
Typed Name and Title

Hazard Analysis (Safety)

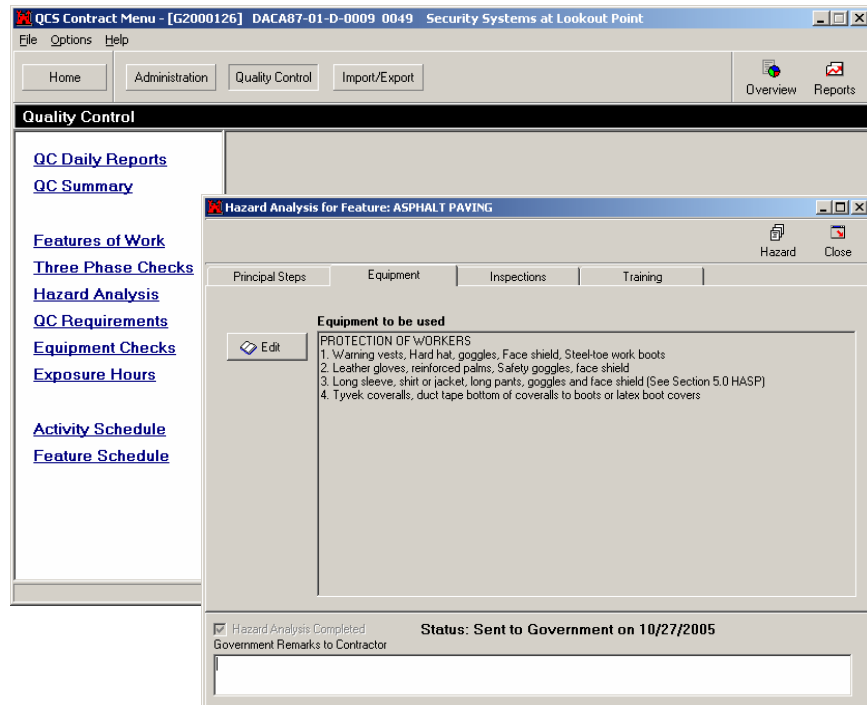
A new feature in this release of QCS is **Hazard Analysis**. We have historically referred to this document as an “Activity Hazard Analysis” (AHA). We need to realize that the AHA is really keyed around the activities required to accomplish a certain feature of work and addresses any hazards, or potential hazards, that may be associated with work anticipated to be required while doing the actual work.

The Contractor is able to create the AHA in the **Contractor Library** for each feature he would add to the library.

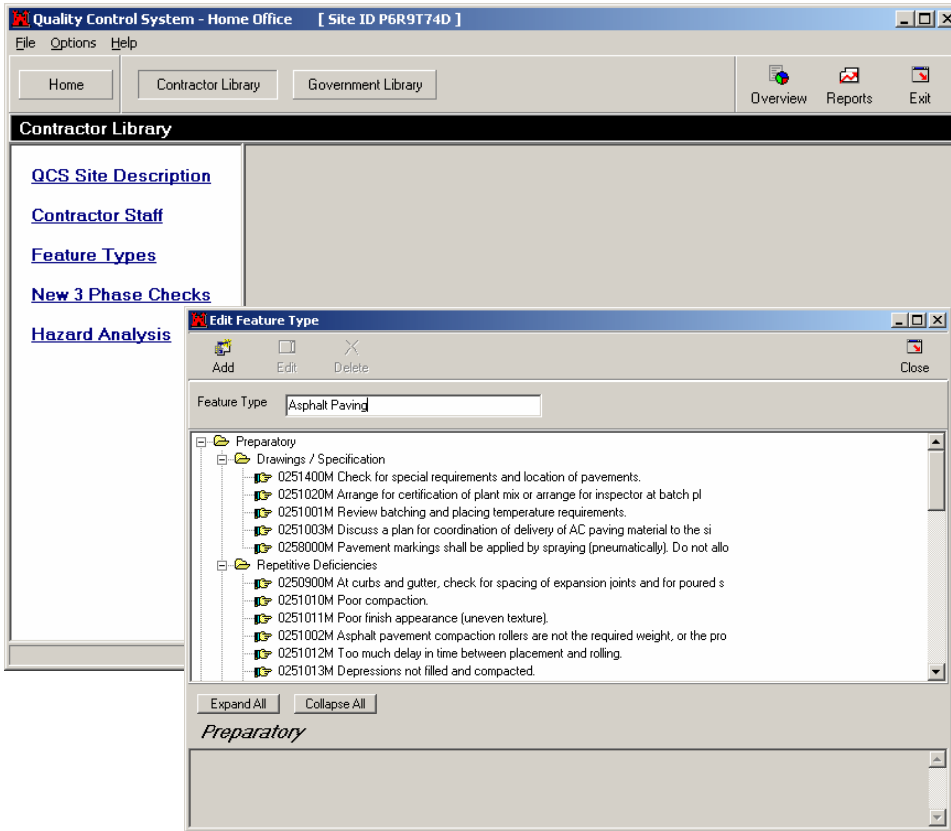
The library AHA's will be available to add (copy) to any contract.



Thus, the Contractor, using QCS, will build the AHA on the **Features of Work** listed in the contractors' CQC Plan and (hopefully) in the QCS program.



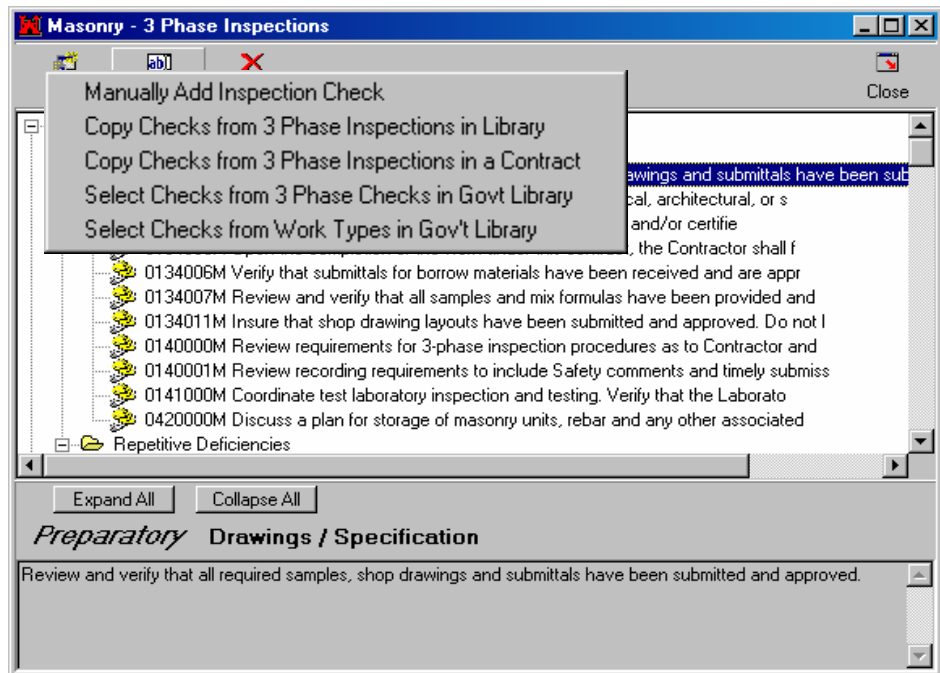
3-Phase Inspections in QCS



The Contractor is now able to use RMS data for preparing the **3-Phase Control Worksheet** in QCS.

The contractor would create various **Feature Types** in the Contractor Library and can add any **New 3-Phase Checks** that he thinks may be appropriate and copy checks from the Government Library as well.

The information created in the Contractor Library is then available for use with each contract in the QCS database.



Safety Exposure Report

The Contractor will enter the employee work hours in QCS (Exposure Hours) and transmit that information to RMS with the next export.

QCS Contract Menu - [G2000126] DACA87-01-D-0009 0049 Security Systems at Lookout Point

File Options Help

Home Administration Quality Control Import/Export Overview Reports

Quality Control - Exposure Hours

[QC Daily Reports](#)
[QC Summary](#)

[Features of Work](#)
[Three Phase Checks](#)
[Hazard Analysis](#)
[QC Requirements](#)
[Equipment Checks](#)

Month	Exposure Hours Total To Date	Exposure Hours For the Year	Exposure Hours For the Month	Name of Person Submitting the Re...	Date Exported to Government
Sep-2005	0	0	0		
Aug-2005	0	0	0		
Jul-2005	0	0	0		
Jun-2005	0	0	0		
May-2005	0	0	0		
Apr-2005	0	0	0		
Mar-2005	0	0	0		
Feb-2005	0	0	0		

RMS Contract Menu - [G2000126] DACA87-01-D-0009 0049 Security Systems at Lookout Point

File Help

Home Administration Finances QA/QC Submittals Schedules Closeout Import/Export Overview Reports

QA/QC - Exposure Hours

[QA/QC Daily Reports](#)
[QA/QC Summary](#)

[Features of Work](#)
[Three Phase Checks](#)
[Hazard Analysis](#)
[QC Requirements](#)
[Equipment Checks](#)
[Exposure Hours](#)

Month	Exposure Hours Total To Date	Exposure Hours For the Year	Exposure Hours For the Month	Status
Sep-2005	0	0	0	Not Received
Aug-2005	0	0	0	Not Received
Jul-2005	0	0	0	Not Received
Jun-2005	0	0	0	Not Received

Report Menu

Contract Summary Office Library Close

Contract Reports **QA / QC**

[Administration](#)
[Finances](#)
[QA / QC](#)
[Submittals](#)
[Schedules](#)
[Contract Closeout](#)

[QA Daily Report](#)
[QA Narratives](#)
[Punch List Items Issued by QA](#)
[Punch List Items Issued by QC](#)
[Punch List Items Issued by QA/QC](#)
[QC Daily Report](#)
[QC Narratives](#)
[Three Phase Schedule](#)
[Three Phase Activity Schedule](#)
[Three Phase Control Worksheet](#)
[Contractor Action Items](#)
[QC Requirements List](#)
[Transfer Property](#)
[Monthly Injuries/Illnesses & Exposure](#)

RMS will compile the hours and create the **Monthly Injuries/Illnesses & Exposure Report** for upward reporting.

Warranty Items and Inspections

Warranty Items can be entered into RMS and will be tracked to completion as the process is finalized. Any outstanding Warranty Items will be available to include on the 4, 9, and 12, Month Warranty Inspections.

RMS Contract Menu - [G3001198] 0001 NA Balboa Blvd. Road Construction

File Help

Home Administration Finances QA/QC Submittals Schedules Closeout Import/Export Overview Reports

Closeout - Warranty Inspections

[Real Property](#)
[Requisitions - DD1149](#)
[Contractor Evaluation](#)
[Warranty Inspections](#)

Warranty Item [Close]

Warranty Item # Location

Description

Status

Item in Review - Warranty Status Undetermined
 Warranty Item
 Non-Warranty Item

Dates

Date Reported by Owner Date Contractor Notified
 Date Corrected - Scheduled Date Corrected - Actual

Government Remarks

Contractor Remarks

Evaluation of Contractor Performance on this Item

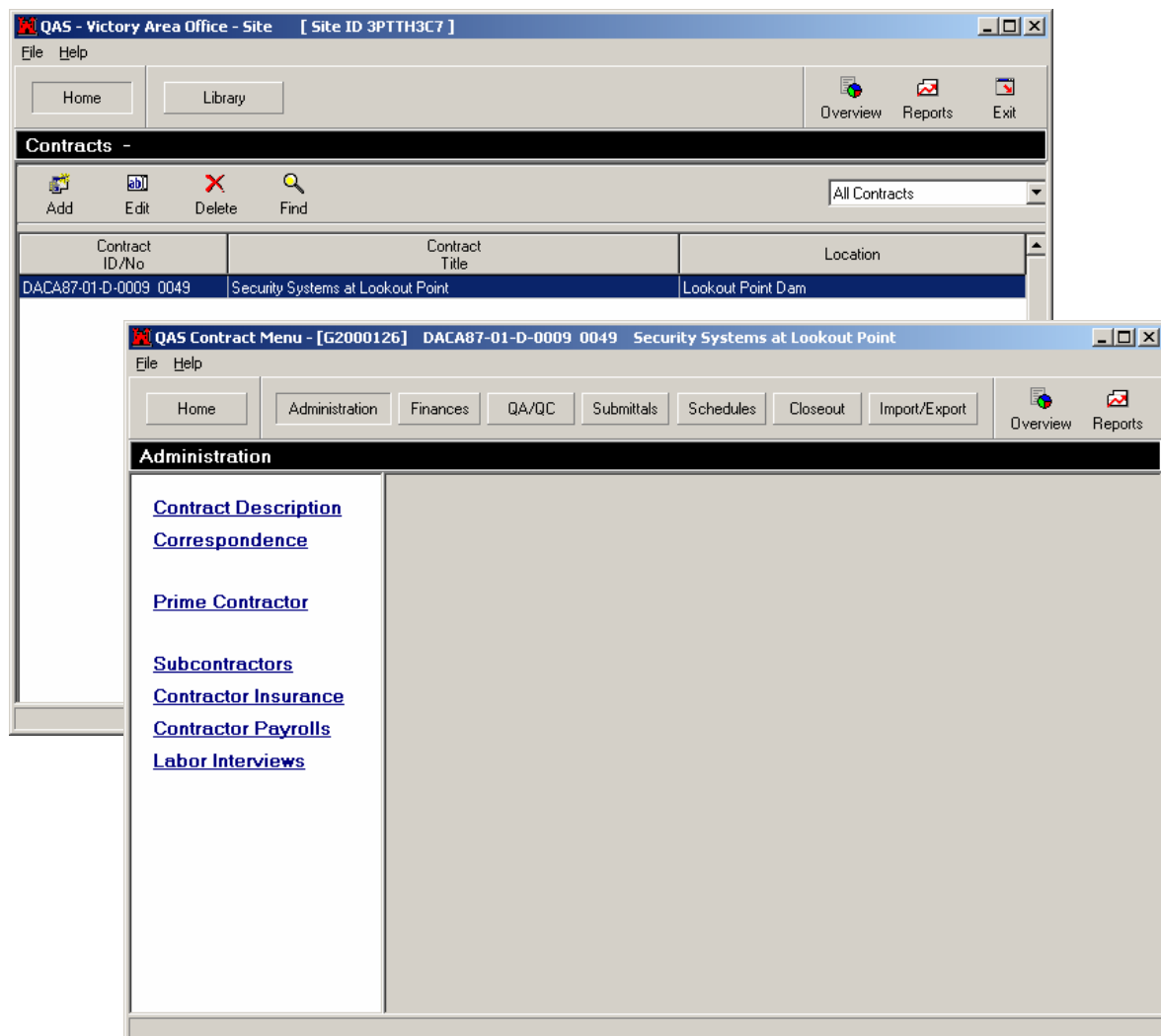
Quality Control Timely Performance Effectiveness of Management

Quality Assurance System (QAS)

A new system has been deployed to allow remote input by Government representatives and works on the same database platform as does QCS (Firebird). QAS, and the Remote QCS sites will be identified with a SITE ID that must be entered in RMS in order to facilitate the Export/Import between QAS and RMS. Various modules can be 'checked-out' by RMS (assigned to QAS) and thus become READ ONLY in RMS. The modules that have not been checked out to QAS are READ ONLY in QAS.

During RMS **Contract Setup** you will indicate that QAS will be used and the folks that will be using QAS will have to have that permission checked in the **Office/Office Personnel** area of RMS. The Office/System Administrator will have to do this.

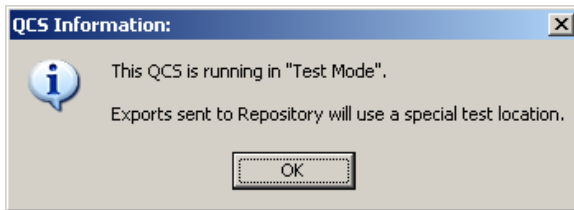
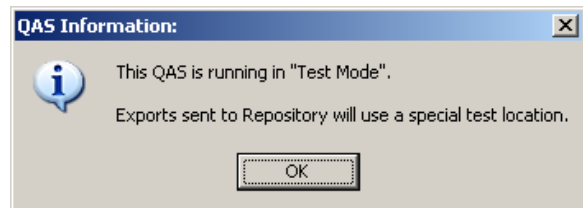
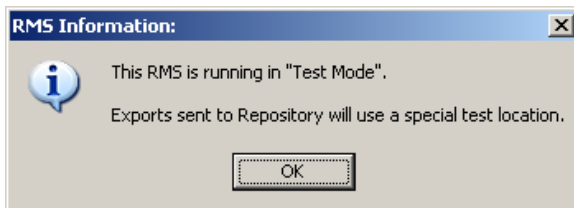
The appearance of QAS is similar (though not as robust) as RMS. The screens are basically identical and all procedures are the same as they are in RMS.



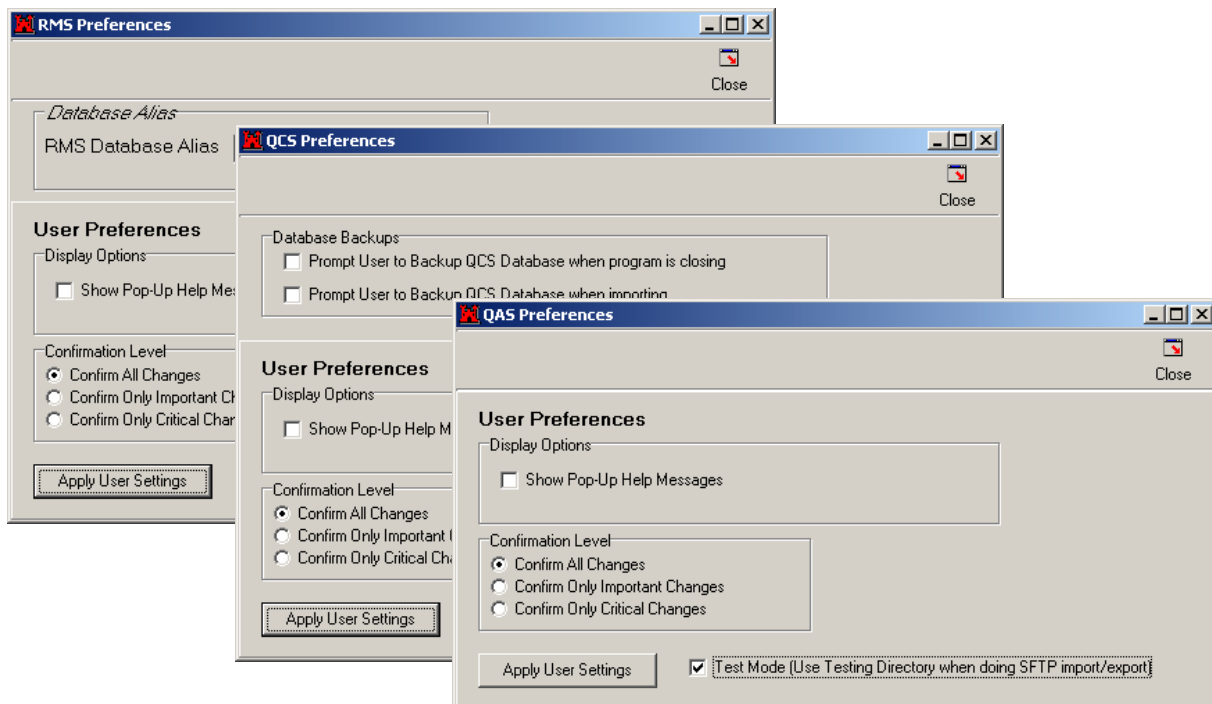
Exports to Government SFTP Training Site

All three of the RMS Center programs, RMS-QAS-QCS, can be placed in a "Test Mode" to allow for things like training or troubleshooting. When in "Test Mode" the files can be sent to the SFTP Server in a special "test" folder and will not be intermingled with the other files in the main SFTP Server. You won't have to worry about clobbering your real data. While in "Test Mode" you are able to IMPORT files and review them and manage them, but will not be able to EXPORT back to the system you downloaded from.

When you launch the programs, and are in the "Test Mode", a window will pop up after the Login screen and advise you that your exports will be going to a special test location.



To set up for Test Mode you will go to *File/Preferences* and **RIGHT-MOUSE-CLICK** on the **Apply User Settings** button. A box will appear that you can check and be in Test Mode.



Punchlist Entry Improvements—copy, location

You are able to copy punch list items from other locations to facilitate duplicating similar comments throughout the contract. For example, if you are doing a Dormitory a comment you make may apply to multiple identical rooms. This will ease the requirement to enter the same comment manually many times.

You are also able to replace location with other locations that will properly sort on various reports. For example, the window to the right is really the same room—but the programs treats it as a different location. You put your cursor on the location you want to replace and choose “**Replace Location**”. A pop-up will present the

MILITARY1 QA Report Number 389 10/26/2005 -- Wednesday

QA Report - Punch List Items by QA

Weather: Weather Not Entered

QA Narratives: 0 Written Today

Punch List Items by QA: 1 Issued; 0 of 0 Verified

QA Tests: 0 Completed Today

QA Final Follow-Ups: None Required

Verify QC Requirements: None Required

Labor Interviews: 0 Held Today

Accident Reporting: 0 Accidents Today

QA Report Completed: []

QC Report for 10/26/2005 imported

QA Punch List Copy

Location: Room 75

Select from all QA Punch List item:
 Select from # QA- [] to # QA- []
 Copy QA Punch List # QA- []
 Keyword search []

OK Cancel

QA Punch List Items

Report Date	Item No.	Location	Description
10/16/2005	QA-00001	Room 13	Replace floor tile with specified color and pattern.
10/25/2005	QA-00002	Room 13	Replace floor tile with specified color and pattern. You did
10/26/2005	QA-00003	Room 14	Replace countertops with specified cultured marble type in l
10/26/2005	QA-00004	Room 13	Replace floor tile with specified color and pattern.
10/26/2005	QA-00005	Room 23	Replace floor tile with specified color and pattern. You did

Replace floor tile with specified color and pattern. You did to have this crew work at night with no

Record 5 of 5

Lookup

Search Characters

Location

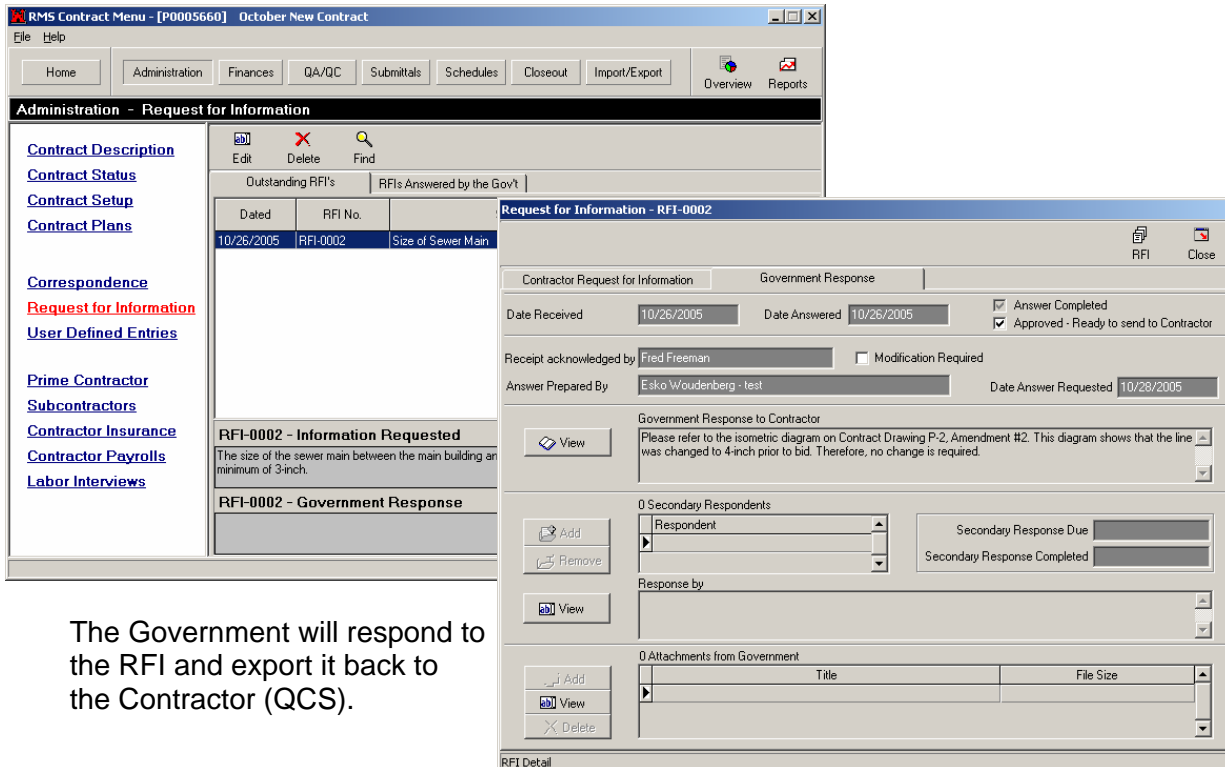
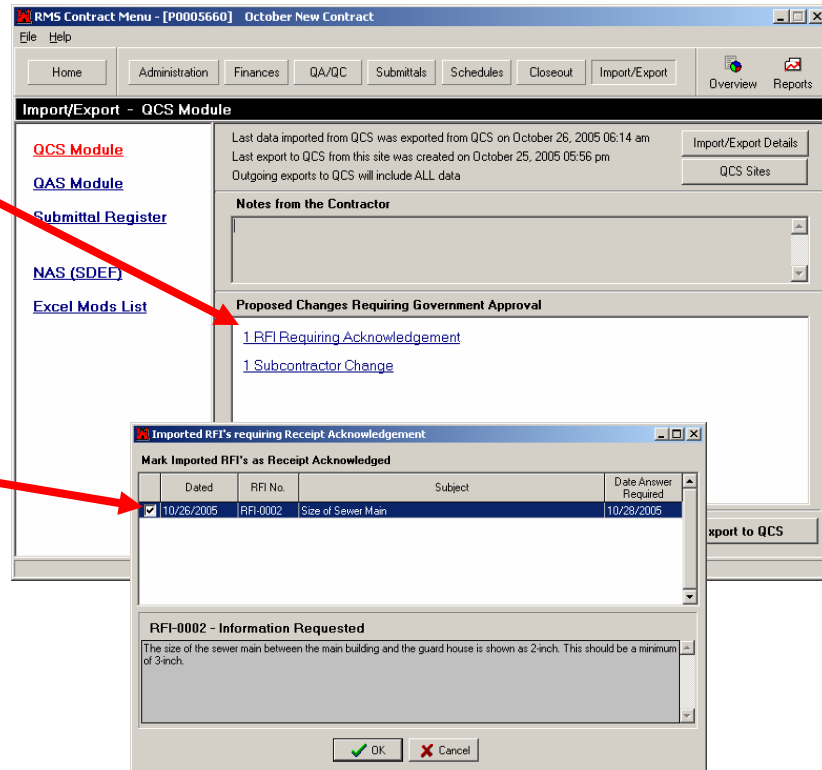
- Rm 13
- Room 13

Replace Location OK Cancel

RFI Notification to Government and Contractor

The RFI is originated by the Contractor in QCS. When QCS exports to RMS the Government is notified on the import screen of RMS.

The Government should then acknowledge receipt of the RFI to clear the item from the import screen

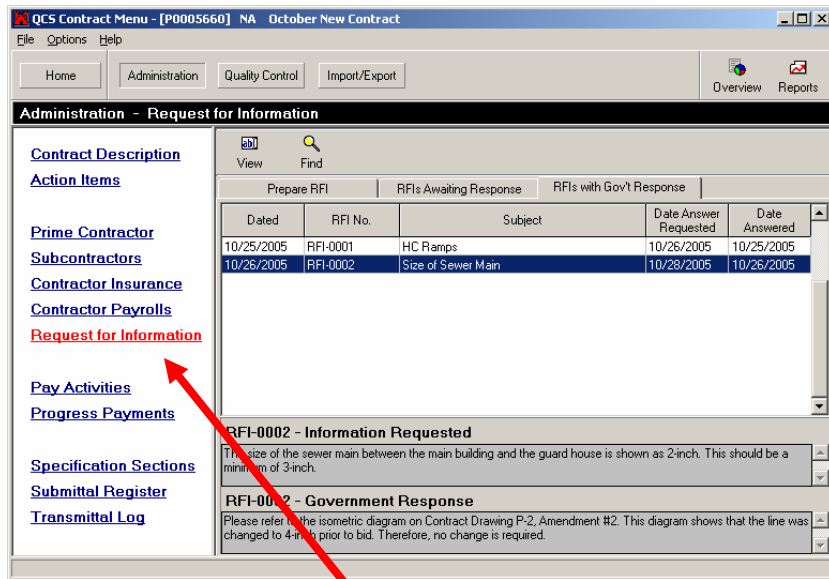
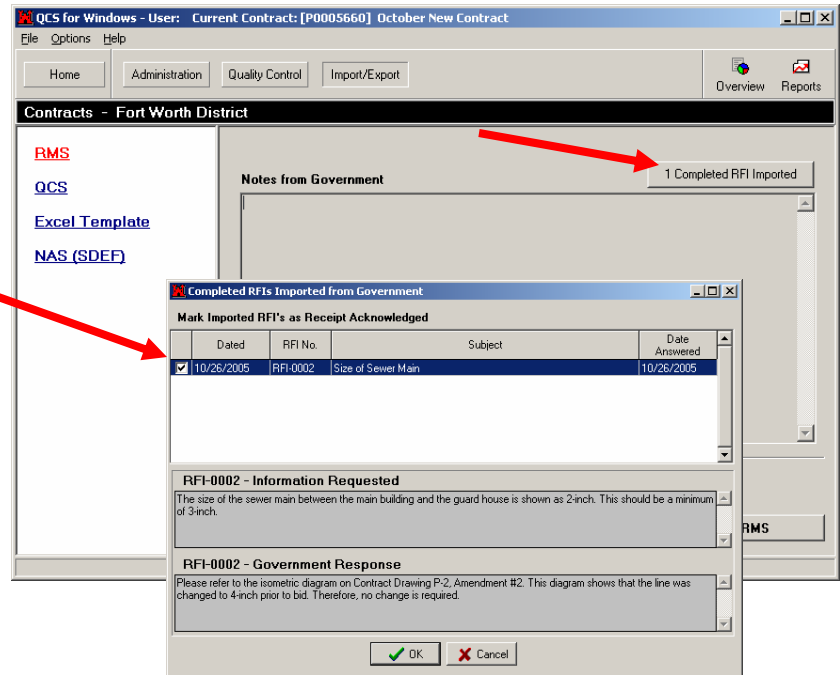


The Government will respond to the RFI and export it back to the Contractor (QCS).

RFI Notification to Government and Contractor

Following the RFI completion by the Government the next import by the Contractor from RMS will indicate the RFI has been processed by the Government.

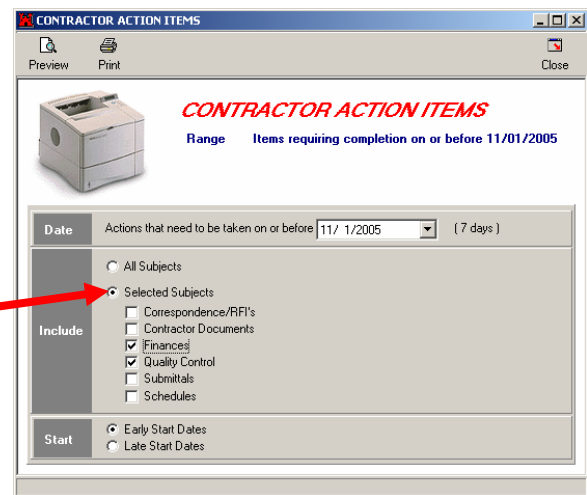
The Contractor should then acknowledge receipt of the response.



The RFI response can be viewed from the Administration area in QCS, under **Request for Information**.

New RMS/QCS Reports

- A **Request For Information (RFI)** report was added and can be printed from either the Summary Area or for a specific contract and allows the User to print various ranges of RFI's.
- **System Milestone Schedule**—This Summary-Level report lists all **SYSTEM** mandatory milestones for all Active contracts, individually selected contract, or contracts from an established group.
- **All Milestones Schedule Report** provides a summary of **all** contract Milestones. For this report to be most meaningful, the Local Library should have the milestone items in an 'order' that flows with the contract. The SORT of the report is that 'order' shown in the Local Library, and then by 'date' (scheduled or actual).
- RMS and QCS now have a report for **Project Calendar** that reflects the 'Day of the Contract' (from NTP Acknowledge Date) against the 'Day of the Month' (Calendar).
- The **Contractor Action Item Report** now allows selection (filtering) of the various subjects to be included in the report.



Organization

RMS Center

Primary Business Address
22565 Outer Hwy 18
Apple Valley, CA 92307
Phone: 760-247-0217
Fax: 760-247-2547
Email: Haskell.L.Barker@spl01.usace.army.mil



Teamwork Takes Planning!

WE'RE ON THE WEB

HTTP://WINRMS.COM

**Rms: HTTP://216.86.193.60/
HOME.ASPX (MAIN)**

**RMS: HTTP://216.86.193.60/
RMSWEBHOME.ASPX (USER)**