1. Schools Responding

NAME	FMIS Survey	FMIS Date Recd
Alamo Day School	✓	9/21/2010
Aneth Community School	✓	9/17/2010
Beclabito Day School	✓	9/20/2010
Blackwater Community School	✓	9/29/2010
Casa Blanca Community	✓	9/30/2010
Chemawa Indian School	✓	9/20/2010
Chi Chil' Tah Community School (Jones Ranch)	✓	9/28/2010
Chickasaw Children's Village	✓	9/27/2010
Coeur d' Alene Tribal School	✓	9/29/2010
Cottonwood Day School	✓	9/29/2010
Cove Day School	✓	9/24/2010
Dennehotso Boarding School	✓	9/21/2010
Dibe Yazhi Hablti'n O'lt'a, Inc. (Borrego Pass)	✓	9/29/2010
Dilcon Community School	✓	9/30/2010
Dunseith Day School	✓	9/22/2010
Enemy Swim Day School	✓	9/30/2010
First Mesa Elementary School	✓	9/23/2010
Hanaa'dii Community School (Huerfano)	✓	9/28/2010
Haskell Indian Nations University	✓	9/30/2010
Havasupai Elementary School	✓	9/20/2010
Hopi Day School	✓	9/29/2010
Hotevilla Becavi Community School	✓	9/24/2010
Isleta Elementary School	✓	9/17/2010
Jemez Day Schoool	✓	9/17/2010
Kaibeto Boarding School	✓	9/17/2010
Kayenta Community School	✓	9/30/2010
Kearns Canyon Elementary	✓	9/27/2010
Laguna Elementary School	✓	9/23/2010
Laguna Middle School	✓	9/23/2010
Little Singer Community School	✓	9/21/2010
Loneman Day School	✓	9/23/2010
Lummi High School	✓	9/17/2010
Many Farms High School	✓	9/27/2010
Mariano Lake Community School	✓	9/24/2010
Mescalero Apache School	✓	9/29/2010
Moencopi Day School	✓	9/27/2010
Naa Tsis'Ana Community School (Navajo Mountain)	✓	9/20/2010
Na'Neelzhiin Ji'Olta (Torreon Day School)	✓	9/24/2010
Navajo Preparatory School	✓	9/23/2010
Northern Cheyenne Tribal	✓	9/22/2010
Ojo Encino Day School	✓	9/24/2010
Paschal Sherman Indian School	✓	9/29/2010

NAME	FMIS Survey	FMIS Date Recd
Pine Ridge School	☑	9/30/2010
Pueblo Pintado Coummunity School	☑	9/27/2010
Pyramid Lake High School	☑	9/20/2010
Quileute Tribal School	☑	9/27/2010
Red Rock Day School	☑	9/17/2010
Riverside Indian School	☑	9/22/2010
Rock Creek Grant School	☑	9/24/2010
Rough Rock Community School	☑	9/27/2010
Salt River Elementary School	☑	9/30/2010
San Felipe Pueblo Elementary School	☑	9/20/2010
San Ildelfonso Day School	☑	9/24/2010
San Simon School	☑	9/29/2010
Santa Rosa Boarding School	☑	9/22/2010
Seba Dalkai Boarding School	☑	9/21/2010
Sherman Indian High School	☑	9/28/2010
Shiprock Reservation Dormitory	☑	9/30/2010
Shoshone Bannock School District 512	☑	9/20/2010
Sicangu Owayawa Oti	☑	9/22/2010
Sky City Community School	☑	9/17/2010
Southwest Indian Polytechnic Institute	☑	9/17/2010
St. Francis Indian School	☑	9/23/2010
Standing Rock Community Schools	☑	9/22/2010
Takini School	☑	9/22/2010
Taos Day School	☑	9/17/2010
Tatanka Wakanyeja Oti (Little Eagle)	☑	9/21/2010
Te Tsu Geh Oweenge Day School (Tesuque)	☑	9/29/2010
Tiisyaatin Residential Hall	☑	9/20/2010
Tohaali' Community School (Toadlena)	☑	9/20/2010
Tonalea School (Red Lake)	☑	9/18/2010
T'siya (Zia) Elementary and Middle School	☑	9/17/2010
Tuba City Boarding School	☑	9/17/2010
Turtle Mountain Community Elementary School	☑	9/23/2010
Wa He Lut Indian School	☑	9/27/2010
Wide Ruins Community School	☑	9/27/2010
Wingate Elementary School	☑	9/20/2010

Received 77 responses. Some schools responded more than once; from school and agency.

What type of School program do you operate?
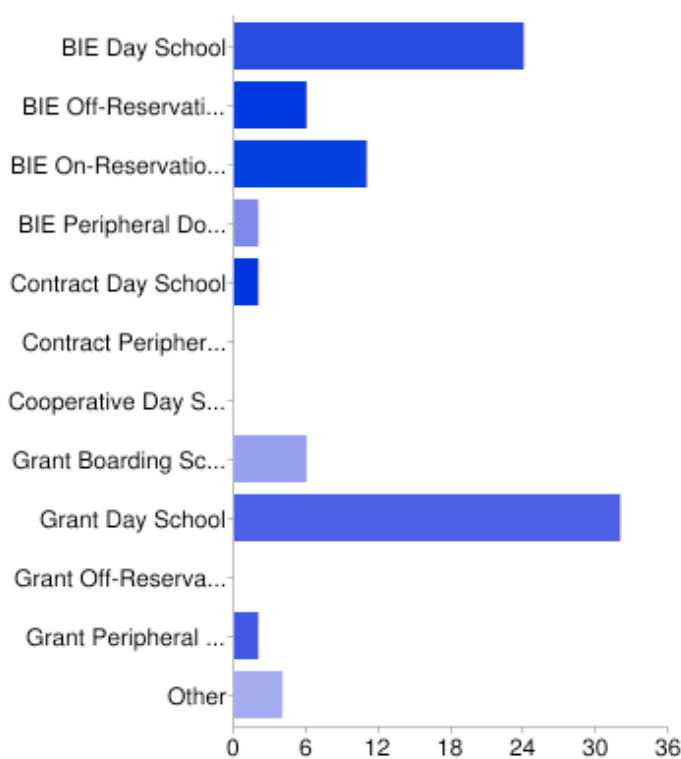
School Program	Count	Percent
BIE Day School	24	31%
BIE Off-Reservation School	6	8%
BIE On-Reservation School	11	14%
BIE Peripheral Dormitory	2	3%
Contract Day School	2	3%
Contract Peripheral Dormitory	0	0%
Cooperative Day School	0	0%
Grant Boarding School	6	8%
Grant Day School	32	41%
Grant Off-Reservation School	0	0%
Grant Peripheral Dormitory	2	3%
Other	4	5%

People may select more than one checkbox, so percentages may add up to more than 100%.

Other Responses:
- BIE Network, we also are connected to Laguna Department of Education network
- BIE Network, we have our own network with Golden West Technology for some of our computers
- BIE Network, www.esds.edu = non bureau/school contracted
- Both networks
- Contact IT dept-changes to a new server recently
- Local area network
- We are currently not connected to the BIE network

Identify what Bureau Network your school is connected to
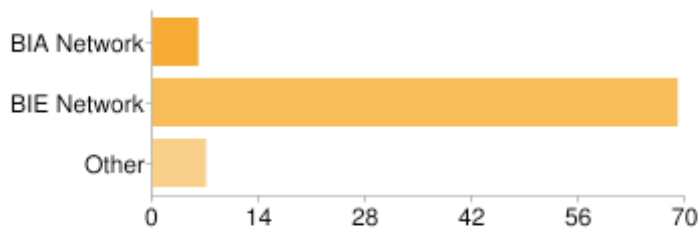
BIA Network	6	8%
BIE Network	69	90%
Other	7	9%

People may select more than one checkbox, so percentages may add up to more than 100%.

Other Responses:
- BIE Network, we also are connected to Laguna Department of Education network
- BIE Network, we have our own network with Golden West Technology for some of our computers
- BIE Network, www.esds.edu = non bureau/school contracted
- Both networks
- Contact IT dept-changes to a new server recently
- Local area network
- We are currently not connected to the BIE network

Does your school have access to FMIS?
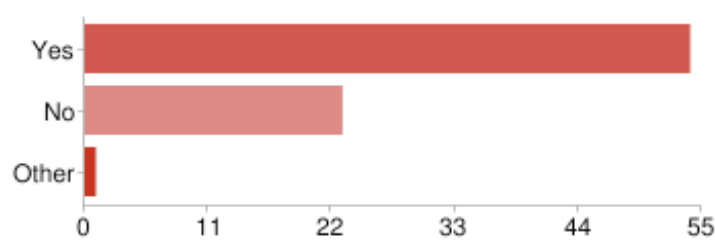
Yes	54	69%
No	23	29%
Other	1	1%

People may select more than one checkbox, so percentages may add up to more than 100%.

No, Explain:
- All FMIS account input and correspondence is completed at the ELO
- All funds for San Felipe are allocated to the New Mexico South Facilities Maintenance Office. Mr Nunez office personnel have access to FMIS and enter data into FMIS.
- Encoding is done at agency
- FMIS has not been set up at our facility.
- Has not been set up
- Hopi Agency takes care of our facilities
- I currently have no information re: FMIS
- In the past, implemented at Agency office.
- It is done through the old eastern Navajo Agency Facility Management shop
- All FMIS account input and correspondence is completed at the ELO
- All funds for San Felipe are allocated to the New Mexico South Facilities Maintenance Office. Mr Nunez office personnel have access to FMIS and enter data into FMIS.
- Encoding is done at agency
- FMIS has not been set up at our facility.
- Has not been set up
- Hopi Agency takes care of our facilities
- I currently have no information re: FMIS
- In the past, implemented at Agency office.
- It is done through the old eastern Navajo Agency Facility Management shop
- Need FMIS connection at location. Currently, planning to gain access.
- No computer set-up in shop
- No connection at this time
- Not set-up
- Our facilities management department is not defined. Our facilities management worker does not know how to operate or work with FMIS
- Our maintenance is centrally located at Agency office by Barbara Hanson, Director of Maintenance.
- The facility maintenance building does not have internet connection.
- The new staff is scheduled for training October 18 - October 21.
- This school never had FMIS installed. No one down in the canyon to access - no maintenance people.
- We have no personnel trained in FMIS
- We have been trying to get the FMIS program for quite some time.. We are having internet connection problems.
- We have never had access to FMIS

Yes, Explain how you connect to FMIS:

- Agency Office
- BIA T1
- Central computer, just recently gained access
- Client software
- Computer software (2 resposes)
- Connect through school internet connection
- Connect to BIE ENAN VPN account
- Desktop icon which goes directly to site
- Direct access
- ELAN - VPN client
- Enter backlog
- Facilities manager desktop
- Facility Manager's password
- FMIS Network, BIE Network at the school and agency (2 responses)
- FMIS Network/BIE Network at the school and agency
- FMIS through the BIE network
- FMIS workstation (couldn't read rest of handwriting)*
- Former Facility Manager had password, resigned August 27, 2010. Interim manager is certified but no password. Received clearance 9/27/10.
- Internet (three responses)
- Log in. Access code. Took security test.
- Might need user name and password, former facilities manager is no longer with us
- Network
- Not at this time due to security
- Our school IT person has downloaded the FMIS program onto our CPU and put icon on the desktop. We select the FMIS icon. THe WTSPortal Client Warning comes on, we click "OK", then the "Governmental System Access Warning" appears, we select "accept", then FMIS log in appears. We enter our "User Name" and "Password" then we are given access to FMIS
- Presently we go to Chinle Agency Office to input the dates.
- software on the computer at the school via Clerk Helen Klain
- T1
- Technology
- The school uses the BIE network located in the office for connection
- Through BIE network
- Through Internet
- Through server and desktop
- Through the Bureau of Indian Education (BIE) Network.
- Two computers at school have FMIS on desktop
- Using a TS Client for FMIS
- Using the FMIS client loaded onto 2 designed computers set up to access FMIS and other BIE websites restricted to using the BIE network.
- Very limited when able to connect.
- via computers on campus in facilities
- We connect through FMIS on our desktop at our worksite.
- We have a connection to the BIE network and can access FMIS through the website
- We have one computer with access to FMIS
- We have the set-up equipment (software), we don't have the passwords.
- We use the internet through the FMIS secure connection
- Wireless bridge secured
- WTS Portal Client - login

How many individuals have a FMIS Account at your location?

1	24	31%
2	25	32%
3	6	8%
4	3	4%
5	1	1%
6	1	1%
7	1	1%
8	0	0%
9	1	1%
10	0	0%
11	0	0%
12	0	0%
None, Explain below	16	21%
Other	9	12%

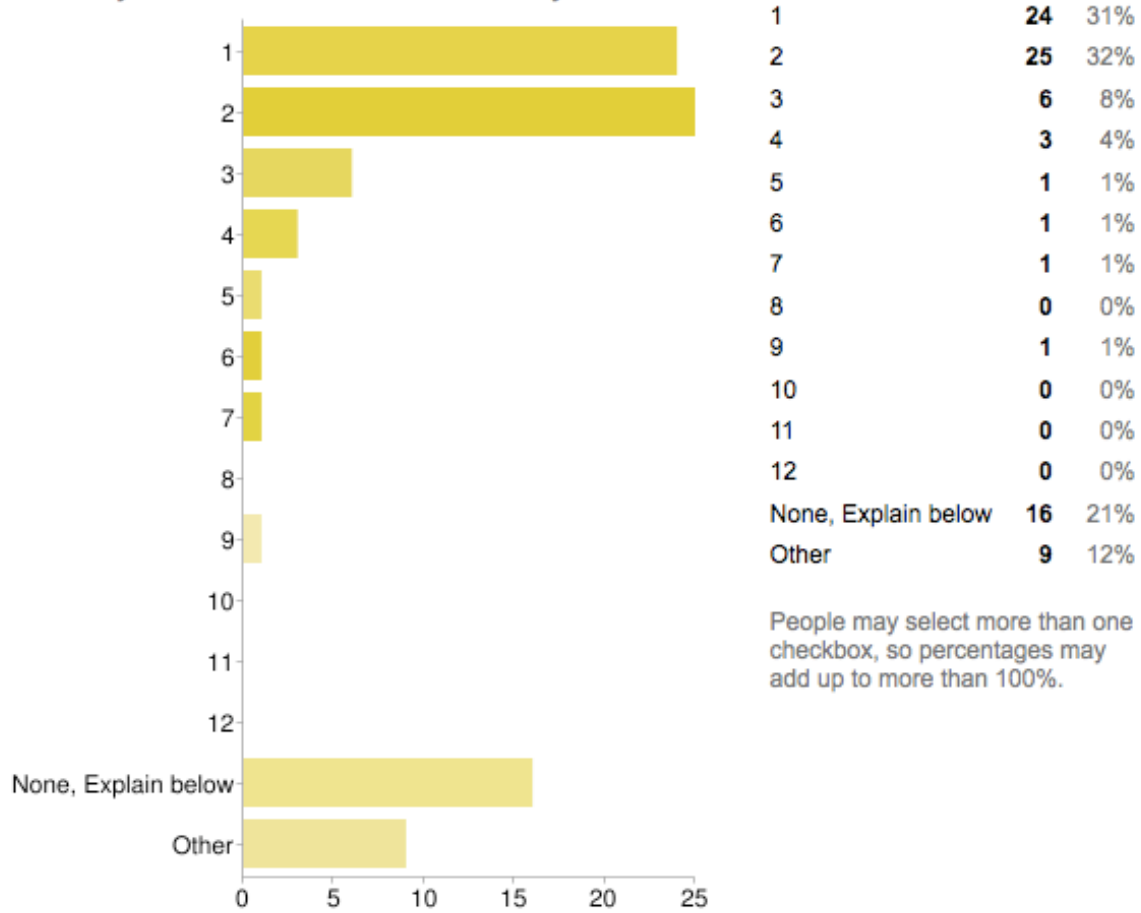People may select more than one checkbox, so percentages may add up to more than 100%.

If none, Explain:

- None, Explain below, agency responsibility
- 2 others will attend FMIS training in October
- Hopi Agency takes care of our facilities
- It is done through the old eastern Navajo Agency Facility Management shop
- Facilities dept assistant director only one who has an account
- 1 presently, 2 others will be trained in October
- Facilities Dept Assistant Director is the only one who has an account to access FMIS

How often is data entered into FMIS at your school location?
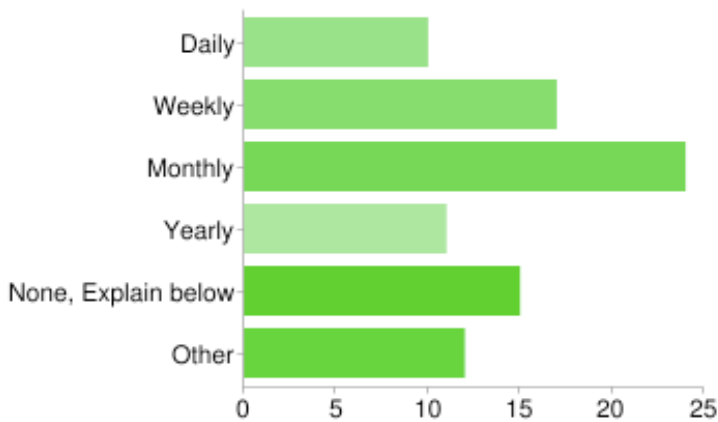
Daily	10	13%
Weekly	17	22%
Monthly	24	32%
Yearly	11	14%
None, Explain below	15	20%
Other	12	16%

People may select more than one checkbox, so percentages may add up to more than 100%.

If not, Explain:
- Agency responsibility
- Don't know (4 responses)
- Done at Education Line Office
- Just recently connected (9/13/10)
- At present time, no person on staff. On sick leave
- Just getting started. Will do it weekly after trained
- When BIA panics and need to put data in for funding
- Very seldom. Principal is only person trained presently and other issues prevent her from using FMIS

Who enters your information info FMIS?

- Agency staff
- Facility Manager (18 responses)
- Facility OA clerk (3 responses)
- Maintenance personnel (12 responses)
- Agency Facility specialist (9 responses)
- Agency Housing Manager
- Regional facility Management staff
- OFMC Facility staff
- BIE Facility Management Office"
- Automations Clerk (2 responses)
- Principal (3 responses)
- Grounds personnel
- Business Manager
- Property and Supply Clerk
- Property Facilities Technician
- School district facilities Dept Director
- ELO
- IT personnel
- Support services director
- Data entry is done by a trained staff member at the direction of the O&M Director.
- N/A (2 responses)
- Wingate work center enters the FMIS
- We are not sure, because the school's work tickets have not been entered in to FMIS.
- N/A
- Crownpoint Facilities
- No one at this time.
- No one at this time
- Business tech/HR (4 responses)
- Local Facility Management Agency

*** many responses included only names of people. Full list of names is in the Master Excel spreadsheet of responses.*

For those individuals who enter data into FMIS for your school, where are they located?

Locally at the school	50	64%
Agency Office	21	27%
Regional Office	5	6%
Other, explain below	7	9%
Other	12	15%

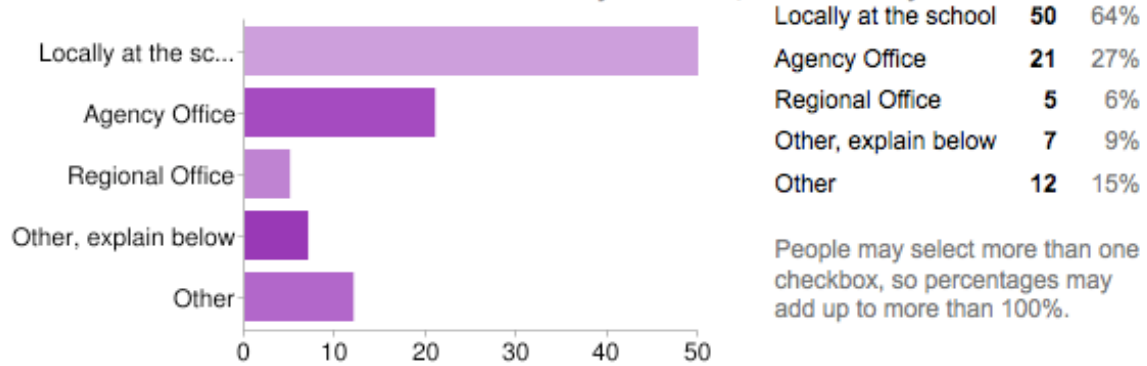People may select more than one checkbox, so percentages may add up to more than 100%.

Other

- We would prefer to do it ourselves
- offsite but close proximity
- N/A (3 responses)
- Facilities Management Office-Laguna (2 responses)
- school district facilities Dept Director (2 responses)

How does your school use FMIS?
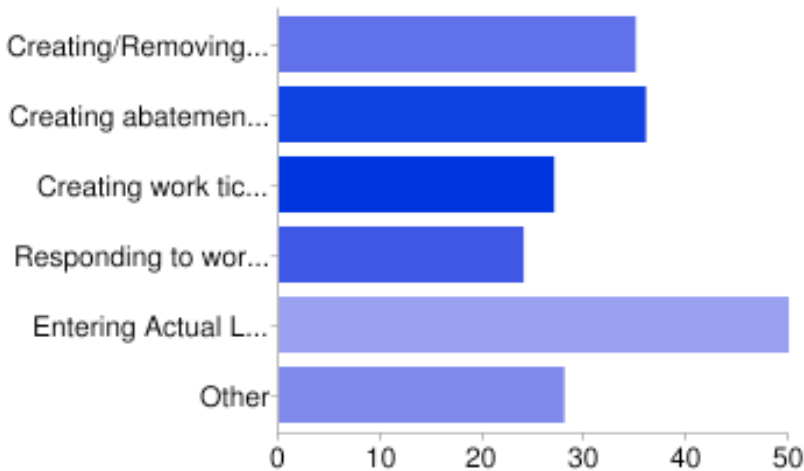
Creating/Removing deficiencies and deferred maintenance (greater than $25,000)	35	47%
Creating abatement plans for deficiencies created by Safety	36	49%
Creating work tickets for maintenance (less than $25,000)	27	36%
Responding to work tickets for preventative maintenance	24	32%
Entering Actual Location (electric, gas, etc) information	50	68%
Other	28	38%

People may select more than one checkbox, so percentages may add up to more than 100%.

Other:
- Generate work or shop riders
- If FMIS is up and running, we would all of the above
- It is done through the old eastern Navajo Agency Facility Management shop
- N/A (2 responses)
- No access
- No one here knows anything about FMIS
- Not sure (4 responses)
- Responding to work tickets for preventative maintenance
- Responding to work tickets for preventative maintenance
- School district facilities Dept Director
- System user only
- Building and grounds inventory
- Will do all of the above

Are you able to pull backlog reports for your school?
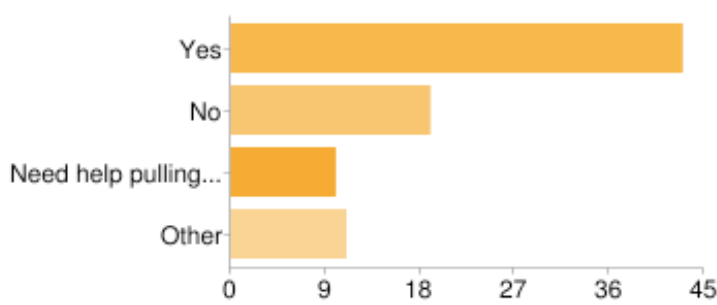
Yes	43	56%
No	19	25%
Need help pulling reports	10	13%
Other	11	14%

People may select more than one checkbox, so percentages may add up to more than 100%.

Other:

- Agency does this for schools
- Don't know, probably need a refresher course
- Just recently gained access, reports are limited
- NMNN recently returned access to Principal, not sure to what extent
- No one here knows what a backlog is or how to operate FMIS
- No, Need help pulling reports
- Waiting for password
- We will learn
- Wingate Work Center or Crownpoint Agency

In FMIS, does the existing open backlogs present the true construction needs for your school?

Very Well, Explain below	**14**	21%
Somewhat Well, Explain below	**34**	50%
Not Well at All, Explain below	**21**	31%

People may select more than one checkbox, so percentages may add up to more than 100%.
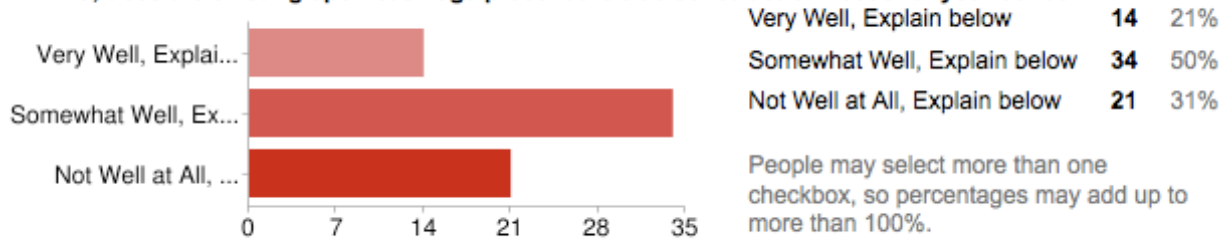
Not Well At All:
- Need more training
- Needs to be updated, not clear on how to generate new backlogs.
- Not sure if theres any open backogs
- Cottonwood Day School needs a new school. Currently, school lacks resources: HVAC, rookfing, etc.
- No connection for data input
- Currently no access to FMIS to review backlog and construction needs
- No input from FMIS, this installation
- No access
- We need a new school
- FMIS is not being used enough
- I "heard" there was nothing in our backlog
- Our school is very run down and in need of work.
- Waiting for password
- Needs to be updated
- Material and labor costs vary considerably year after year even with the geographical factor to compensate for the yearly updates. New environmental requirements are becoming mandatory, like lead base paint, etc. thereby we are not capturing accurate costs. For new school construction, can budgetary considerations be made for demolishment of buildings at the same time new constructions funds are being programmed so demolishing can be accomplished within 30-90 days after the occupation of the newly constructed facilities?
- No planning
- Old data, no environmental
- Old faccom data still in system
- Lack of connectivity to FMIS
- Many items need to be input
- No accurate FMIS documents

Somewhat Well:
- There are always new needs
- From data entered previously, it seemed to be accurate.
- Due to no local access, FMIS is not up to date
- Some are completed and some are still open
- Our school is fairly new
- Not enough experience to comment
- Don't have access so we don't know exactly what is on the backlogs.
- We have no feedback from Wingate. Many of the work tickets submitted have not been addressed, such as replacement of windows.
- New facilities buildings are needed at our location
- "Not quite up to date.
- Needs other items to be updated - sometimes can't change.
- This school is in the Grand Canyon and is hard to keep up with its daily needs. Not enough funds to have a maintenance man down there. We go down monthly or sometimes twice a month.
- Short-handed and funding keeps us from getting everything done
- School is new and more deficiencies are repaired with O&M
- People at the location have the training but don't exercise their training so most of it is done at the agency.
- Some backlogs are never funded.
- Need to enter additional deficiencies once cost estimates are complete
- More deficiencies and backlogs need to be created
- Backlogs from energy audits not completed to date. Very viable information needed from reports. Need for handicap and disabilities deficiencies needed also
- Need the actual funding amount, what was obligated or de-obligated

Very Well:
- The needs for our school are general repair needs and changing law requirements: locks and doors and replace depreciated appliances.
- All construction needs are necessary.
- All construction needs are entered at Crownpoint
- Costs for backlogs need to be updated to reflect inflation of today's economy.
- AME was just out for a site assessment; most of their data is correct.
- Construction backlogs are usually up to date
- At times very well at other times slightly delayed

Other:
- I don't know
- N/A
- N/A
- Don't know, contact the school district facilities Dept Director
- Unsure
- I don't know but I think so. We are building a new school under FI&R

What would help your school keep FMIS up-to-date?

Training Suggestions
- I mainly use FMIS for PM and unscheduled work tickers. I would need refresher, more training on inventory, backlogs, abatements
- More trainings
- Training!
- Have FMIS installed and working in the Facility Supervisors Office for daily/regular access. A refresher course on all the FMIS programs and updates.
- Someone trained in FMIS
- What would really help is to have the agency hold more meetings for the managers. Maybe the agency Facility Managers conduct annual visitations to the location.
- Training - once training is complete, data input will be regular
- Have addition training in the use of the annual financial plan even though we use web-base, annual work plan, etc or do we really need this module?"
- To receive new training and for employees"
- Training for new facility manager
- Have more trainings and use it on daily basis
- Refresher Course
- Provide training for new/incoming staff
- Have training and access to FMIS daily
- Train new department for FMIS
- Train all FM staff to encode so they can encode their completed work tickets.
- Training, we feel we need a refresher and I don't hear about trainings with FMIS
- Training here at our school through the internet. The 800 number and more are very helpful.
- Additional training beyond basics
- Onsite training, or in the area training
- System is too complicated - poor or lack of training. You receive basic training on how to navigate the system but then you're on your own. Need training on how to operate - inspections, abatements, backlogs -very confusing!
- Inventory and abatement training

Personnel Suggestions
- Our own facility person at our school
- A full staff. Currently have one office worker detailed to another school. Short staffed
- Need help entering data and keeping info up-to-date
- time and personnel -- it is very time consuming. We sent one of our business technicians for training
- Give use more funds to hire someone to do nothing but FMIS daily for all our schools
- Administrative/Clerical Assistance
- More personnel trained on FMIS
- Personnel with time and experience!

- I need a competent individual who can attend the FMIS training, retain information, and assist our school with the knowledge. I want to attend the FMIS training
- An Agency person is needed to represent our school in a task oriented team to discuss FMIS matters and disseminate information to assigned schools and developing technologies for new equipment (ex, trash compactors, grease traps, and backflow preventers, etc
- Planning to place an individual (employee) to maintain FMIS.
- Need an employee that the only duty they have is to put data into FMIS
- Inventory of buildings, backlog, abatements
- A FMIS person on site to encode
- Someone to be on FMIS daily at each location, but we are short-handed and most days are spent on maintenance.
- Have someone at the school on FMIS daily or weekly to keep up with the workload. Short-handed from the agency side.
- We have four BIE schools we have to keep up with on a daily basis. We are short-handed and no one to keep up with FMIS or to input all info.
- Another person to help with FMIS
- Additional personnel funding to put a full time clerk on payroll
- A full time person devoted to this assignment in the agency

Access Suggestions
- "Setup FMIS at school location
- Full access
- -Login info
- User IDs"
- An easy accessible connection
- I would keep FMIS up to date if I could access FMIS.
- Connectivity to FMIS
- Having the FMIS will help us keep it up to date. FMIS is an excellent program to work with. Abatements help operate the school to ensure the safety of our students. Not having the system has been a big problem for us.
- Easier access to the FMIS system. Make a system which is web-based like NASIS, so data entry can be made at any computer (even at home) - not just through BIE/BIA network.
- Uninterrupted daily access due to non-connectivity
- A fix that keeps interruptions of connectivity from school use, this is a major problem for users when continuous updates to computer systems lock out FMIS users. It limits our usage."
- System to be installed for use.
- Internet access and easier way to enter work tickets, inventory, and add new users
- More access on campus
- Bring set-up and having a maintenance man authorized to do so.

Data Suggestions

- Accurate data on inventory, backlogs, abatements
- Updating the inventory, clearing out old faccom data, help from engineers in inputting backlogs
- Backlogs to see what was entered
- FMIS inventory
- Backlogs need to be encoded and closed out
- Abatements would need to be encoded; assigned with work tickets"
- abatements
- some need updating
- closing out all backlogs that have been done from 2008 and back!
- Abatements on safety and deficiency (?) backlogs and inventory.
- Backlogs and inventory
- Work tickets on a daily basis
- Inventory, backlogs, abatements, deficiencies, work tickets & daily communication via fax, telephone or email.
- Inventory, backlogs
-

Other Suggestions
- We do not get 100% of the funds. We cannot continue on this way. The constraint budget is the biggest problem
- Appropriate funding level -- not constrained.
- New computer
- Provide the FM building with a compatible desktop computer with all necessary software and program to encode FMIS work tickets.
- The need to dedicate more time to working in FMIS.
- Self motivation and discipline
- More time to enter info
- A daily check-in routine to address the needs of the school and keep work orders and replace equipment not in compliance or is no longer working properly.
- Just apply more time to FMIS.
- More information on FMIS
- Right now I need more time to get into FMIS at least monthly
- More information on FMIS

Do you understand the intent of FMIS?

- No (5)
- No, no information shared with new principal on status of FMIS accounts. Accounts not kept up to date to ensure process of FMIS. This is at school level. Additional funds are needed to make sure school buildings are safe and hazard free.
- No. Facility handles it all

- Somewhat
- Somewhat
- Somewhat, it is the responsibility of the facilities manager
- to backlog in order that funding become available for various projects
- To obtain funding to do constructional work at school locations
- A little bit

- Yes (34)
- Yes we do.
- Yes--I would at some point attend the refresher course
- Yes, I understand but one one here knows about FMIS or backlogs
- Yes, I understand the information provided in memo. I am a new hire since January 2010. Form completed by: Yolanda Denny, Principal
- yes, I would be very helpful if we had FMIS at our school location so that updates could be made. We need help
- Yes, please see attached document
- Yes, so far it's working but could use some help from the school to keep up with FMIS.
- yes, that O&M costs and needs are recorded in FMIS for all buildings and site on an annual basis to establish needs for our location.
- Yes, the data is used to rank schools based on need. It also drives the funding for O&M for schools and other federal buildings. All expenditures need to be tracked at the location to determine the true need. If schools aren't entered into FMIS, then they show they have no need for O&M funding.
- Yes, the program is intended to be used to keep facilities abreast of operating costs and keep track of what properties are costing the government. This allows management to create a budget based on actual cost and appropriations.
- Yes, to a certain degree
- yes, to track all work and projects
- yes, to track inventory, backlogs, etc. Budget...
- Yes, we do what we can to please everyone. We're short-handed and concentrate on maintenance on a daily basis.
- Yes, we try to keep up with FMIS for it to work for us. School needs on a daily basis keeps us busy and all of our time.
- Yes, we use it to keep us and you to be satisfied and to get what we need from it.

- yes! totally! extremely important. happy to get SIPI connected, finally! still have a lot of work ahead.
- Yes! We need more training in the Northwest
- yes.
- Yes. FMIS still does not produce preventative maintenance schedule. We still use old FACCOM schedule. FMIS is not user friendly!
- Yes. Oversight/management/accountability/operations and funding
- Yes. It is an inventory system in conjunction with a five (5) year deferred maintenance plan.
- Yes. To maintain and update the school's building functionality.
- Absolutely. Very helpful for all aspects of the running of the school.
- As the new superintendent, I somewhat have an idea of the intent. Would like to have more information on the process to insure our school receives full benefit.
- Creating a backlog for prevention and maintenance
- I do as a new CSA
- I understand but have not been trained on the system yet.
- Keep track of time and cost (accountability)
- Our understanding is to create a system to allow data entry at the location level. Should make it more efficient and time effective to access the FMIS system with updated info in a timely manner.