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Introduction

The Physical Facilities Inventory and Survey (PFIS) is a web-based system for tracking and analyzing buildings and their condition.

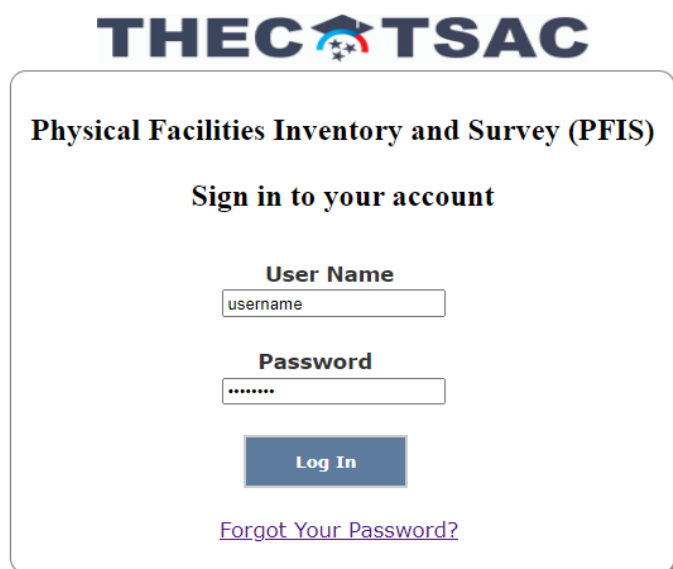
The Inventory system tracks space at the Institution, Campus, Building, Floor, and Room levels. The Inventory is primarily concerned with owned facilities and market-rate leased facilities. The Postsecondary Education Facilities Inventory and Classification Manual (FICM): 2006 Edition (<http://nces.ed.gov/pubs2006/2006160.pdf>) is used for the inventory and classification of space.

The Survey system documents the current condition of buildings in a uniform format and with a consistent rating system. There are two ratings: the first is performed by the institution, and the second is a review verification. The Survey is based on the CSI UniFormat.

System Access

The PFIS website can be accessed at <http://pfis.isg.tn.gov>

The system uses Windows Authentication and will require a username and password. You will be prompted for your credentials when you try to access the website. You may enter your User Name and Password in your internet browser. If you can access the application, your User Name will be your first name initial + your last name. E.g., John Doe's user name would be 'jdoe'.



THEC TSAC

Physical Facilities Inventory and Survey (PFIS)

Sign in to your account

User Name

Password

Log In

[Forgot Your Password?](#)

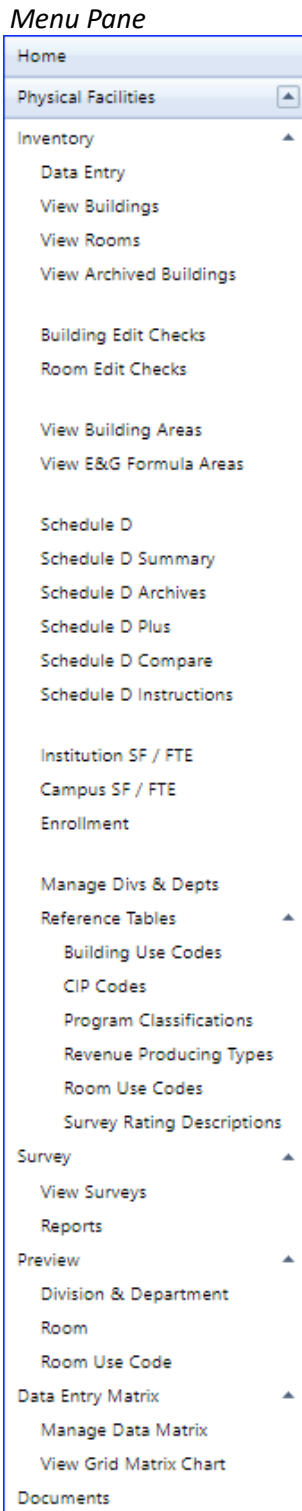
After you are done working on the web application, click on the “logout” button on the top-right corner of the screen to securely log out of the application.

If you forgot your password, you may click on the “Forgot Your Password” link for Identify Confirmation and be able to reset your password.

To request the guest account credentials for accessing the system or for any issues/questions/concerns, email THEC IT Support at [THEC TSAC.ISG_Support@tn.gov](mailto:THEC_TSAC.ISG_Support@tn.gov).

General Information

Most pages consist of two panes: the menu pane on the left and a data pane on the right (for example, screens for Building/Room Edit Checks, Schedule D, etc.). Some pages have three panes: a navigation pane between the menu and data pane (for example, the Data Entry screen). And some pages have four panes, with the middle pane split in two: the navigation pane above the section pane (for example, the View Surveys screen). The menu, navigation, and section panes are resizable and collapsible (useful when viewing with a smaller screen). Here is a sample of the menu pane.



Physical Facilities Inventory

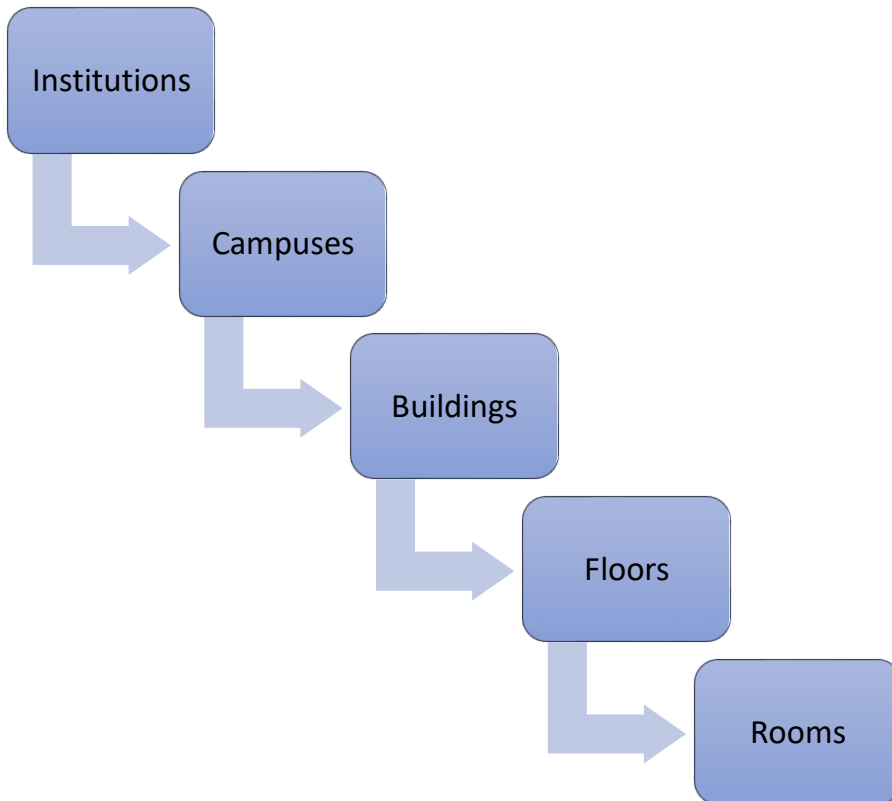
The Inventory section has several options for entering and viewing data. A brief description for each follows.

Data Entry

The Data Entry screen has three panes: a menu, navigation, and data pane. The navigation pane functions like Windows Explorer with folders. Clicking on the chevron to the left of an item will expand (or contract) the item. Clicking on the item will display a grid of its elements (e.g., selecting a campus will open a grid with its buildings). Each grid displays a title showing what it contains, buttons to add elements or export the grid, and the data for each element. Each grid row contains a hot link to edit, archive, or delete the element.

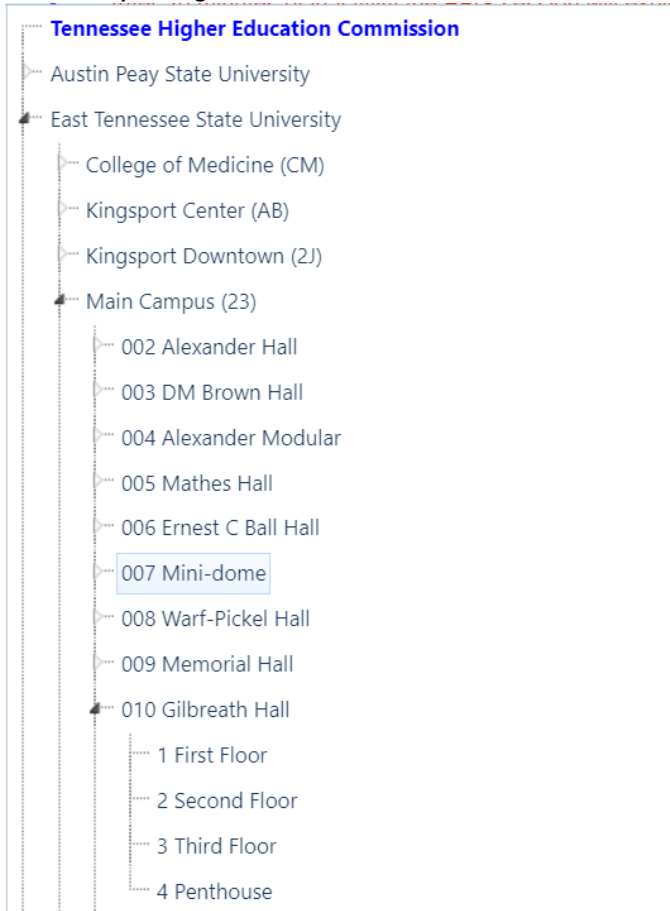
The hierarchy structure of these menu items is as listed below:

- Selecting an institution will open a grid with its campuses
- Selecting a campus will open a grid with its buildings
- Selecting a building will open a grid with its floors
- Selecting a floor will open a grid with its rooms



Here is a sample of the navigation pane.

Data Entry Navigation Pane



View Buildings

The View Buildings screen displays a grid with all the buildings for all the institutions the user can access. Each grid row contains a hot link to edit or archive the building.

View Buildings columns

Buildings																		Export to Excel
Institution	Campus	Building ID	Building Name	Short Name	Abbreviation	Address	City	County	State	Zipcode	Gross Area	In-Service Percent	Last Renovation Year	Last Renovation Cost	Last Renovation Area	Use Code	Primary Function	Secondary Function

Continued column listing for View Buildings:

Buildings															Export to Excel
Ownership	Year Built	Year Occupied	Calculated Replacement Cost	Replacement Cost	Contents Value	Risk Management ID	Construction Type	Comments	Institution Comments #1	Institution Comments #2	Institution Comments #3	Schedule D Comments	Display Order		

View Rooms

The View Rooms screen brings up a Building Selector dropdown list and a button to export all rooms to Excel. Selecting a building will display a grid with all the rooms for that building. Each grid row contains a hot link to edit or delete the room. The Export All My Rooms to Excel button will export all rooms for all institutions the user can access. Since this may be a very large data set, it cannot be displayed.

View Rooms columns

View Rooms																	Export to Excel
Building	Floor	Room ID	Room Name	Area	Occupant	Stations	Research Percent	Revenue Producing Type	Room Use Code	Room Subuse Code	CIP Code	Taxonomy	Program Type	Division	Department	Agency Code	Furnishing Type

View Archived Buildings

The Archived Demolished or Disposed Buildings screen displays a grid with all the archived buildings for all the institutions the user can access. Each grid row contains a hot link to edit the archival details for the building.

View Archived Buildings columns

Archived Demolished or Disposed Buildings																				Export to Excel	
Institution	Campus Id	Campus Name	Building ID	Building Name	Short Name	Abbreviation	Address	City	County	State	Zipcode	Gross Area	Designer Firm Name	Contractor Firm Name	In-Service Percent	Last Renovation Year	Last Renovation Cost	Last Renovation Area	Use Code	Primary Function	Secondary Function

Continued column listing for View Archived Buildings:

Archived Demolished or Disposed Buildings																				Export to Excel				
Ownership	Year Built	Year Occupied	Calculated Replacement Cost	Replacement Cost	Contents Value	Risk Management ID	Construction Type	Building Comments	Institution Comments #1	Institution Comments #2	Institution Comments #3	Schedule D Comments	Type of Disposal	Cost of Demolition or Disposal	Proceeds from Disposal or Sale	Date of Demolition/Disposal	SBC or ESC Approval Date	Part of SBC Project With Other Work	SBC Number	Notes on remediation, utility location, and unusual conditions	Archived By	Archived Date	Last Updated By	Last Updated On

Building Edit Checks

The Building Edit Checks screen displays a grid showing buildings with data available for all the columns on the screen. For any invalid/missing data, the fields will display Invalid/Missing and will be highlighted to state that those fields have invalid or missing data. Each row of the grid contains a hot link to edit the building.

Building Edit Checks columns

Building Edit Checks											Export to Excel
Institution	Campus	Building Name	Building	Name	Building Use	Ownership	Year Built	Year Occupied	Gross Area	Replacement Cost	

Room Edit Checks

The Room Edit Checks screen displays a grid showing rooms with invalid/missing data for the Area and Room Use Code columns. Each row of the grid contains a hot link to edit the room.

Room Edit Checks columns

Room Edit Checks									Export to Excel
Institution	Campus	Building Name	Building	Floor	Room	Area	Room Use Code		

View Building Areas

The View Building Areas screen displays a grid showing all the area data for each building. The Net Area cell may be pink (Net Area exceeds Gross Area) or tan (Net Area equals Gross Area). The Unclassified Area cell will be tan if the building value is non-zero. Any colored cells should be reviewed for possible correction to improve the accuracy of the data.

View Building Areas columns

Building Areas												
■ Net Area cell - Net Area exceeds Gross Area ■ Net Area cell - Net Area equals Gross Area ■ Unclassified Area cell - Missing Room Use Codes (value is non-zero)												
Institution	Campus	Building ID	Building Name	Ownership	Use Code	Primary Function	Secondary Function	Year Built	Last Renovation Year	Last Renovation Cost		

Continued column listing for View Building Areas:

Building Areas															Export to Excel
Last Renovation Area	Gross Area	Net Area	Assignable Area	Revenue Area	Classroom Area	Lab Area	Open Lab Area	Research Area	Office Area	Library Area	Phys Ed Area	Other Area	Unclassified Area	Display Order	

View E&G Formula Areas

The View E&G Formula Areas screen displays a grid showing all the E&G area data for each building. The Net Area cell may be pink (Net Area exceeds Gross Area) or tan (Net Area equals Gross Area). The Unclassified Area cell will be tan if the building value is non-zero. Any colored cells should be reviewed for possible correction to improve the accuracy of the data.

View E&G Formula Areas columns

Institution:

Campus:

View Formula Areas for E&G Space Only																									
■ Net Area cell - Net Area exceeds Gross Area ■ Net Area cell - Net Area equals Gross Area ■ Unclassified Area cell - Missing Room Use Codes (value is non-zero)																									
Institution	Campus	Building ID	Building Name	Ownership	Use Code	Primary Function	Secondary Function	Year Built	Last Renovation Year	Last Renovation Cost	Last Renovation Area	Gross Area	Net Area	Assignable Area	Revenue Area	Classroom Area	Lab Area	Open Lab Area	Research Area	Office Area	Library Area	Phys Ed Area	Other Area	Unclassified Area	Display Order

Export to Excel

Schedule D

The Schedule D screen displays the Schedule D information.

Schedule D columns

Schedule D															Export to Excel	
Institution	Building ID	Building Name	Year Built	Year of Major Renovation	Use Code	Gross SqFt 6/30/2023	Aux/Rev SqFt 6/30/2023	E&G SqFt 6/30/2023	Gross SqFt FY 2024-2025	Aux/Rev SqFt FY 2024-2025	Percent of Year On-Line	Net Change to E&G SqFt FY 2024-2025	E&G SqFt FY 2024-2025	Trailers, Modular and Portable Buildings SqFt	Nonrenovated E&G SqFt Prior to 2004	Calculated Replacement Value of E&G

Building Use Code

(If mixed space (Aux and E&G) then Building Use Code is based on whatever holds the MAJORITY of the SF) - see below
 >59 = Auxiliary Building (see chart below for Revenue Producing Types)
 <=59 = E & G Building (Educational & General)

Current Year = 6/30/2023 Next year GSF from Schedule D Archive

Next Year = FY2024/2025 from Schedule D Archive

Trailers, Modular and Portable Building (Construction Type 90 or 92):

GSF automatically populates to zero (0)

If a Building has mixed space, then the NSF of the lesser space is subtracted from the Building GSF, with the remainder of the SF being attributed to the majority space type (i.e., the majority carries the Gross up factor for all of the building).

NOTE: The GSF calculated using the scenarios above is then multiplied by Percent In Service and divided by 100

Revenue Producing Types within Auxiliary Buildings

IDs	Revenue Producing Type Descriptions
0	Not a revenue producing area.
1	Not necessarily revenue producing to the institution, but not wholly managed by the institution (i.e., post office, ROTC, etc.). Spaces considered as "Private Use" by the Bond Authority.
2	Revenue producing, wholly managed by the institution (i.e., dorm, student housing, seating in a sports venue or theater, snack bars & laundries where the institution owns all the equipment).
3	Revenue producing, operated by an outside company (i.e., cafeteria operated by Aramark, or a bookstore operated by Follett, etc.).
9	E&G room in an auxiliary building.

Schedule D Summary (OWNED buildings only – Ownership type -1)

Shows SF for each Room Use Code in the following categories:

Schedule D Summary columns

Schedule D Summary										Export to Excel
Institution	Classrooms	Scheduled Labs & Studios	Open Labs	Research	Office Space	Library	Physical Education & Recreation	Total	Next E&G Area	
	103,111	178,060	27,048	19,342	248,819	63,336				

Room Use Codes	Classrooms	Scheduled Labs & Studios	Open Labs	Research	Office Space	Library	Phys Ed & Recreation
	01.100.10	01.200.10			01.300.10	01.400.10	
	01.100.15	01.200.15			01.300.15		
			01.200.20			01.400.20	01.500.20
							01.500.23
			01.200.25				01.500.25
						01.400.30	
						01.400.40	
				01.200.50	01.300.50		
				01.200.55	01.300.55	01.400.55	

“Next E&G Area” – Total of next year E & G GSF from Schedule D Archive

Schedule D Archives

The Schedule D Archives screen brings up an Archive Selector dropdown list. Selecting an archive will display it in the grid.

Schedule D Archive columns

Schedule D Archive																				Export to Excel
Reporting Year	Institution	Building ID	Building Name	Year Built	Year of Major Renovation	Use Code	Gross SqFt 6/30/2021	Aux/Rev SqFt 6/30/2021	E&G SqFt 6/30/2021	Gross SqFt FY 2022-2023	Aux/Rev SqFt FY 2022-2023	Percent of Year On-Line	Net Change to E&G SqFt FY 2022-2023	E&G SqFt FY 2022-2023	Trailers, Modular and Portable Buildings SqFt	Nonrenovated E&G SqFt Prior to 2001	Estimated Replacement Value	Off-Campus Code	Comments	

Schedule D Plus

The Schedule D Plus includes all current Schedule D information derived from the PFIS database.

Schedule D Plus columns

Schedule D Plus																			Export to Excel		
Institution	Building ID	Building Name	Year Built	Year of Major Renovation	Use Code	Gross SqFt 6/30/2023	Aux/Rev SqFt 6/30/2023	E&G SqFt 6/30/2023	Gross SqFt FY 2024-2025	Aux/Rev SqFt FY 2024-2025	Percent of Year On-Line	Net Change to E&G SqFt FY 2024-2025	E&G SqFt FY 2024-2025	Trailers, Modular and Portable Buildings SqFt	Nonrenovated E&G SqFt Prior to 2004	Calculated Replacement Value of E&G	Off-Campus Code	Comments	Auxiliary Replacement Value	Total Calculated Replacement Value (calculated from cost per sq ft per building code)	Estimated Replacement Value (campus estimated replacement cost)

Also, it adds 3 columns for the following:

- **Auxiliary Replacement Value** – (Next year Aux/Rev GSF x \$/SF per building use code).
- **Total Calculated Replacement Value** (GSF x \$/SF per building use code) – It is the total replacement value of the building, including E&G and Auxiliary.
- **Estimated Replacement Value** - Replacement Cost value (entered by the user) on the Buildings screen.

Schedule D Compare

The Schedule D Compare lists all buildings per campus with discrepancies between the latest Schedule D Archive and the current PFIS data.

Schedule D Compare columns

Latest Schedule D Archive and Current PFIS Data Comparison																			Export to Excel
Institution	Building ID	Building Name	Year Built	Year of Major Renovation	Use Code	Gross SqFt for Current Fiscal Year	Aux/Rev SqFt for Current Fiscal Year	E&G SqFt for Current Fiscal Year	Gross SqFt for Next Fiscal Year	Aux/Rev SqFt for Next Fiscal Year	Percent of Year On-Line	Net Change to E&G SqFt	E&G SqFt for Next Fiscal Year	Trailers, Modular and Portable Buildings SqFt	Nonrenovated E&G SqFt Prior to 2002	Estimated Replacement Value	Off-Campus Code	Comment	

Schedule D Instructions

The Schedule D Instructions (PDF document) are posted from the last fiscal year reporting.

Institution SF / FTE

The Institution SF / FTE screen brings up a Type Selector for My Institutions, Universities, or Colleges. Selecting one will display a chart showing the results. Interesting fact: clicking on an item in the legend will add or remove it from the chart.

Institution SF / FTE columns

Type Selector: Institution SF/FTE for Universities

Institution Square Foot / Full Time Equivalent								Export to Excel
Institution	ClassRoom SF/FTE	ClassLab SF/FTE	OpenLab SF/FTE	Research SF/FTE	Office SF/FTE	Library SF/FTE	PhysEd SF/FTE	

Campus SF / FTE

The Campus SF / FTE screen displays a chart showing the results for the campuses in the user’s institutions. Interesting fact: clicking on an item in the legend will add or remove it from the chart.

Campus SF / FTE columns

Campus Square Foot / Full Time Equivalent								
Institution	Campus Name	ClassRoom SF/FTE	ClassLab SF/FTE	OpenLab SF/FTE	Research SF/FTE	Office SF/FTE	Library SF/FTE	PhysEd SF/FTE

Enrollment

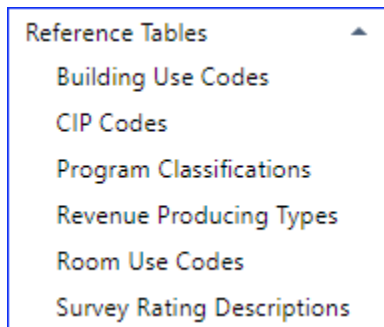
The Enrollment screen brings up a Type Selector for Institution Enrollment or Institution and Campus Enrollment. Selecting one will display the enrollment data.

Enrollment columns

Institution and Campus Enrollment					
Institution	Campus Id	Campus Name	Enrollment	Head Count	Full Time Equivalent

Reference Tables

Reference Tables shows the list of reference tables which include Building Use codes, CIP Codes, Program Classifications, Revenue Producing Types, Room Use Codes, and Survey Rating Descriptions. Selecting a table will display its contents which may be exported.



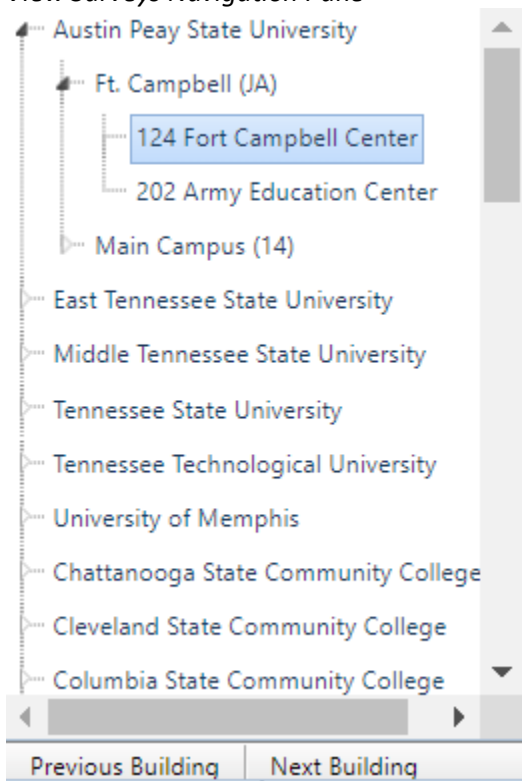
Physical Facilities Survey

The Survey section has two options for entering and viewing data: View Surveys and Reports

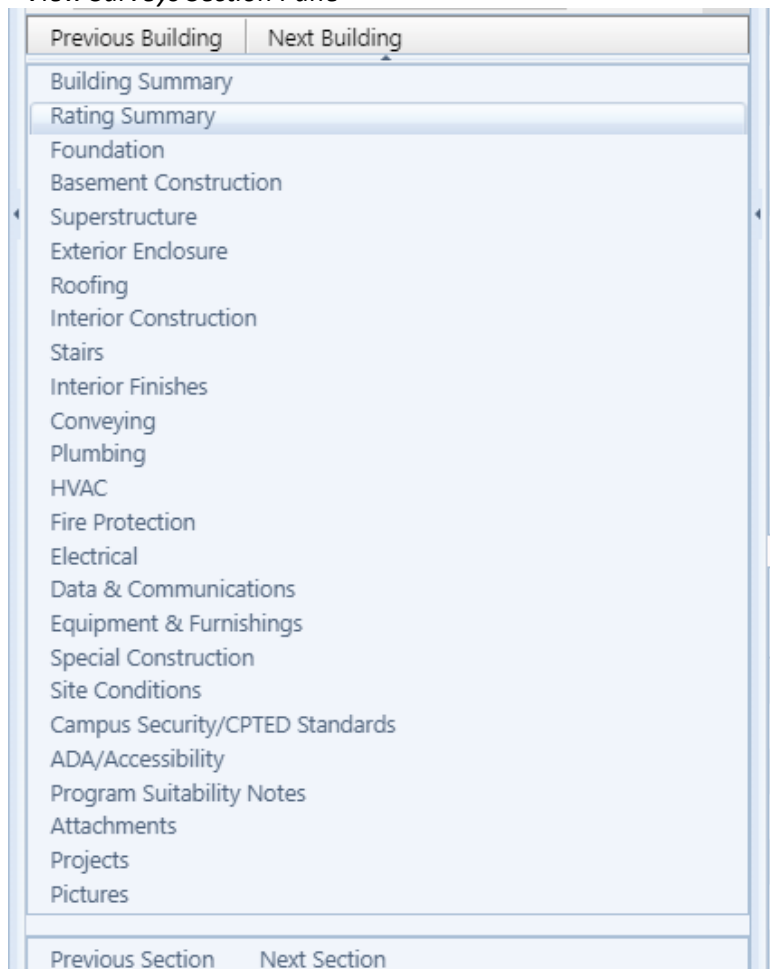
View Surveys

The View Surveys screen has four panes: a menu pane, a navigation pane, a section pane, and a data pane. The navigation pane functions like Windows Explorer with folders. Clicking on the chevron to the left of an institution or campus will expand (or contract) the item. Clicking on a building will display the currently active section for the building (the Building Summary is the default active section). The navigation pane also contains the Previous Building and Next Building buttons, which can be used to go to the same section of the previous/next building. The section pane is a selector for the various survey sections. Selecting an item will display the survey details for that item in the data pane. The section pane also contains the Previous Section and Next Section buttons, which can be used to scroll to the previous/next section of the current building. The data pane displays the selected section's data for the current building. Here are samples of the navigation pane and the section pane.

View Surveys Navigation Pane



View Surveys Section Pane



The rating sections of the survey contain Ratings, Items, Descriptions, and Condition / Recommendation fields. Since the survey is a deficiency survey, the default rating is 100%. Any lower rating should be explained in the Condition / Recommendation field. The following table shows the values and definitions for the ratings.

	Not Applicable (only enabled for Basement Construction and Conveying and treated as 80%)
100%	New or like new, no deficiencies
90%	Normal wear and tear of system components
80%	Some system individual component failures
70%	Diminished/Unreliable system operation resulting from major components nearing the end of useful life, a system near obsolescence
60%	Compounding system failures and emergency repairs
50%	System well beyond useful life, detrimental to system operation, negatively affecting other systems
40%	System operation is non-functioning – disruption of building services is observed

The campus and review scores are auto-calculated using the formulas listed below.

The screenshot shows a software window titled "Rating Section" with a table for data entry. The table has five columns: Value, Campus Rating, Campus Score, Review Rating, and Review Score. The "Value" column contains the number 5. The "Campus Rating" and "Review Rating" columns contain a dropdown menu with the selected option "100 - New or like new, no defici...". The "Campus Score" and "Review Score" columns contain the number 5. Two green arrows point to the "Campus Score" and "Review Score" columns, indicating they are auto-calculated. The window also has "Save" and "Cancel" buttons.

Value	Campus Rating	Campus Score	Review Rating	Review Score
5	100 - New or like new, no defici...	5	100 - New or like new, no defici...	5

Formulas:

Campus Score = Value X Campus Rating / 100

Review Score = Value X Review Rating / 100

The Items are system-specific components and may be rated from Satisfactory to Unsatisfactory (S, 2, 3, 4, U). The Description field should contain a brief specific description of the item(s) or system(s). The Condition / Recommendation field should contain the condition comments and provide recommendations for corrections.

The image shows a dropdown menu with the following options: Not Applicable, Satisfactory, 2, 3, 4, Unsatisfactory, and Not Applicable. The "Not Applicable" option at the bottom is highlighted in blue.

The Roofing section has an additional Roof Information grid where roof details may be entered, and the roof warranty may be uploaded.

Roof Information

Roof Information									Add Roof	Export to Excel
Type	Manufacturer	Location	Area	New Roof	Flashing	New Flashing	Warranty End Date	State Warranty Info		

Continued column listing for Roof Information section:

Add Roof	Export to Excel
Mfg Warranty Info	Warranty Notes

The Campus Security/CPTED Standards screen lists the 4 basic principles of CPTED and a document for the CPTED Summary details.

4 Basic Principles of Crime Prevention Through Environmental Design (CPTED)		CPTED Summary
1	Natural Surveillance	
2	Natural and Mechanical Access Control	
3	Territorial Reinforcement	
4	Management and Maintenance	

The Rating Summary section displays a grid of the survey sections, ratings, and scores.

Rating Summary screen

							Export to Excel
Category	Section	Possible Score	Campus Rating	Campus Score	Review Rating	Review Score	

The highest possible score for each section is displayed below.

Category	Section	Possible Score
Substructure	Foundation	5.0
Substructure	Basement Construction	2.0
Shell	Superstructure	9.0
Shell	Exterior Enclosure	15.0
Shell	Roofing	4.0
Interiors	Interior Construction	8.0
Interiors	Stairs	1.0
Interiors	Interior Finishes	5.0
Systems	Conveying	3.0
Systems	Plumbing	6.0
Systems	HVAC	14.0
Systems	Fire Protection	6.0
Systems	Electrical	9.0
Systems	Data & Communications	4.0
General	Equipment & Furnishings	1.0
General	Special Construction	1.0
General	Site Conditions	3.0
General	Campus Security/CPTED Standard	2.0
General	ADA/Accessibility	2.0
		100.0

The Attachments screen displays a grid of the attachments for the building.

Attachments				
Description	Pages	Author	Date	Attachment
				<input type="button" value="Add Attachment"/> <input type="button" value="Export to Excel"/>

The Projects screen displays a grid of the projects for the building.

Projects				
Year	SBC Number	Description	Designer	Cost
				<input type="button" value="Add Project"/> <input type="button" value="Export to Excel"/>

The Pictures screen displays a grid of the picture information. The pictures may be viewed using the hotlink (the picture will open in a new tab or window) or by selecting the View Gallery button at the top of the grid. The gallery will display each picture in the sequence. Clicking on the left half of the picture will scroll backward; clicking on the right half will scroll forward and clicking outside the picture box will close the window. The lowest numbered picture is used for the Building Summary screen by default. It can be changed by renumbering the pictures, editing the desired picture, and checking the “Use this picture for the building photograph” checkbox.

Pictures			
Sequence	Location	Description	Image
			<input type="button" value="Add Picture"/> <input type="button" value="View Gallery"/> <input type="button" value="Export to Excel"/>

Reports

The Reports screen displays a list of survey reports and options and a Run Report button. The results are displayed in a grid (unless the report is ‘export only’), and most grids are exportable.

Survey Reports

- Campus Score and Review Score
- Campus Score and Review Score History
- Institution Campus Score Summary
- Institution Review Score Summary
- Roof Information
- Survey Printable View (docx)
- Building Address
- Building Survey Dates (export only)
- Building Condition Scores (export only)
- Campus Score Comparisons (export only)
- Review Score Comparisons (export only)
- Matrix - Physical Building Rating & Program Suitability (export only)
- Detailed All Buildings Deferred Maintenance (export only)
- Summary Campus Deferred Maintenance (export only)

Data Entry Matrix

The Data Entry Matrix section has two options for entering and viewing data: Manage Data Matrix and View Grid Matrix Chart

Manage Data Matrix

The Manage Data matrix screen brings up an Institution and Campus dropdown list. Selecting the institution and campus will display the buildings with surveys in the grid for selected institution and campus. The first four columns on the grid are frozen (Abbreviation, Campus Name, Building ID, Building Name).

Manage Data Matrix

															Export to Excel	Legend
Abbreviation	Campus Name	Building ID	Building Name	Legacy Building	Site Suitability	Building Score	Physical Building Rating	Campus Physical Building Rating	Program Suitability	Year Built	Age (Years)	Expected Lifespan (Years)	End Year of Useful Life	Use Code	Use Code Name	

Continued column listing for Manage Data Matrix:

															Export to Excel	Legend
Abbreviation	Campus Name	Building ID	Building Name	Cost Per SqFt	Gross Area	Calculated Replacement Value	Net Area Sq. Ft	Consultant / Independent FCI Score	Consultant Building Replacement Value	Consultant FCI Calculated Deferred Maintenance	Deferred Maintenance from Building Fax Report	Sherman-Dergis Annual Capital Maintenance	Primary Function			

Continued column listing for Manage Data Matrix:

															Export to Excel	Legend
Abbreviation	Campus Name	Building ID	Building Name	Consultant Building Replacement Value	Consultant FCI Calculated Deferred Maintenance	Deferred Maintenance from Building Fax Report	Sherman-Dergis Annual Capital Maintenance	Primary Function	Secondary Function	Last Updated By	Last Updated Time					

Only the below-listed fields on the Manage Data Matrix screen are editable for the users with edit access. All other fields are auto-populated from the existing Inventory and Survey data for each building or auto-calculated using formulas listed on the Legend screen. The legend screen can be accessed by clicking the Legend button on the top right corner of the Manage Data Matrix screen.

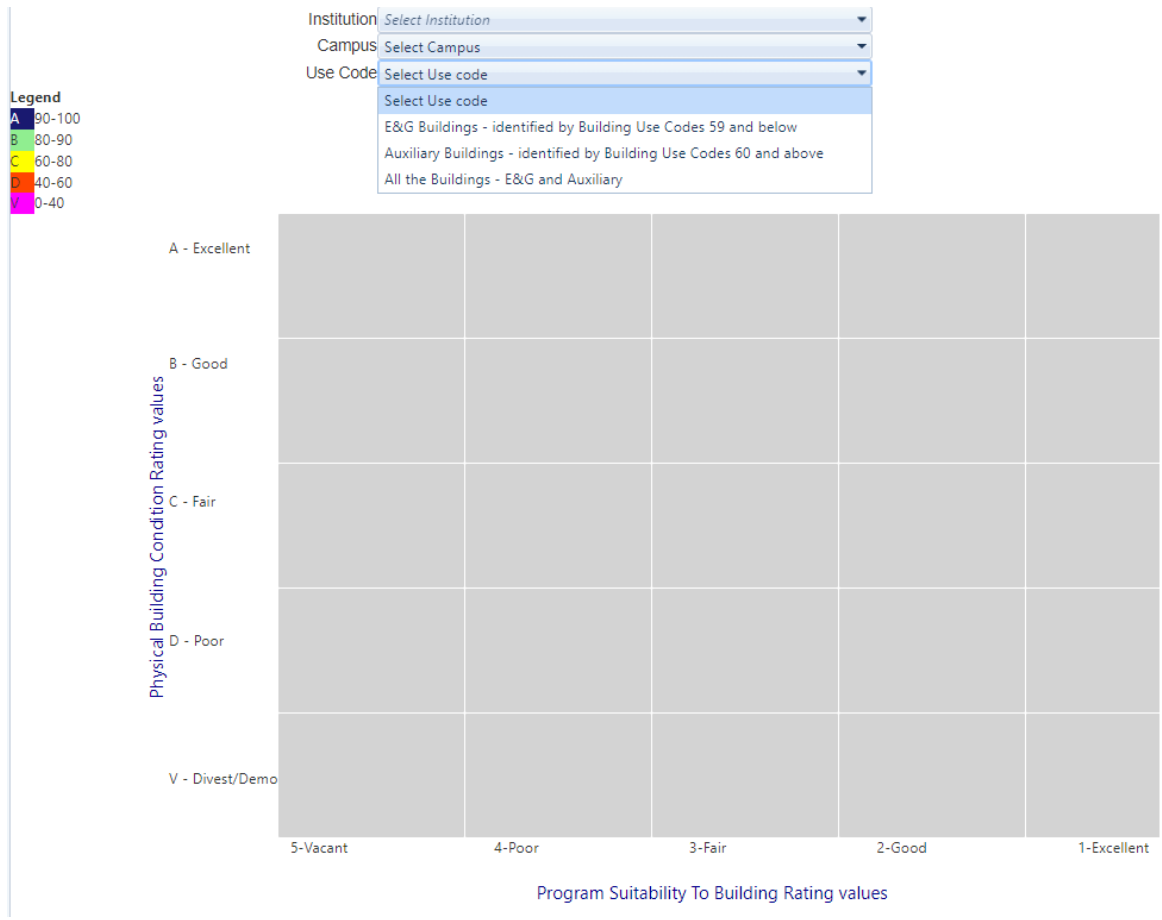
- Legacy Building
- Site Suitability
- Campus Physical Building Rating
- Program Suitability
- Expected Lifespan (Years)
- Consultant / Independent FCI Score
- Consultant Building Replacement Value
- Consultant FCI Calculated Deferred Maintenance

The Building ID on the Manage Data Matrix screen is a hot link that would bring up the BuildingFax screen. The BuildingFax screen is view-only. The Generate Matrix Report button on the top right corner of the BuildingFax screen generates a BuildingFax excel report with 6 tabs.

1. BuildingFax Report
2. Pie Chart
3. Sherman-Dergis Formula
4. FCI Score and Matrix
5. 5-Grid Sq Matrix
6. Formulas

View Grid Matrix Chart

The View Grid Matrix Chart brings up an Institution, Campus, and Use Code dropdown list. Selecting the values displays the building abbreviations/IDs for the buildings in different grid boxes based on the building's Physical Building Condition and Program Suitability rating values.



Documents

The Documents screen displays the below-listed PFIS documents. Clicking the first one will download the PDF document for the User Guide; the others in the list are Excel templates.

Documents

Documents

- PFIS User Guide PDF - Revised December 2023
- PFIS Archive Demolished or Disposed Buildings User Guide PDF - Revised November 2023
- THEC - Space Allocation Guidelines Users Manual PDF - Revised 2023
- FICM - Postsecondary Education Facilities Inventory and Classification Manual PDF - 2006 Edition
- PFIS Add New Buildings Excel Template
- PFIS Add New Rooms Excel Template
- PFIS Update Campus Ratings for Existing Buildings Excel Template

Data Tables and Data Dictionary

Common Tables

Institution Table

• Institution Uid	numeric
• SBC Id	3 characters
• THEC Id	2 characters
• Acronym	30 characters
• Institution Name	100 characters
• Physical Address	100 characters
• Mailing Address	100 characters
• City Name	30 characters
• County Name	30 characters
• State Id	2 characters
• Zip Code	10 characters
• Institution Type Uid	numeric
• Notes	200 characters
• Notes Institution	200 characters
• Notes TBR	200 characters
• Coordinator Name	50 characters
• Coordinator Phone	20 characters
• Coordinator Email	50 characters
• Coordinator 2 Name	50 characters
• Coordinator 2 Phone	20 characters
• Coordinator 2 Email	50 characters
• Institution Full Time Equivalent	numeric
• Institution Head Count	numeric
• Display Order	numeric
• Import Status	16 characters
• Enrollment	20 characters

Campus Table

• Campus Uid	numeric
• Institution Uid	numeric
• Campus Id	8 characters
• Campus Name	100 characters
• Campus Full Time Equivalent	numeric
• Campus Head Count	numeric
• Import Status	16 characters

Building Table

- Building Uid numeric
- Campus Uid numeric
- Building Id 8 characters
- Building Name 100 characters
- Building Short Name 25 characters
- Building Abbr 5 characters
- Physical Address 100 characters
- City Name 30 characters
- County Name 30 characters
- State Id 2 characters
- Zip Code 10 characters
- Gross Area numeric
- Percent In Service numeric
- Last Renovation Year numeric
- Last Renovation Cost numeric
- Last Renovation Area numeric
- Building Use Code Id 2 characters
- Function Primary 50 characters
- Function Secondary 50 characters
- Ownership Type Uid numeric
- Year Built numeric
- Year Occupied numeric
- Replacement Cost numeric
- Contents Value numeric
- Risk Management Id 16 characters
- Construction Type Uid 2 characters
- Comments 2000 characters
- Campus Comments 1 200 characters
- Campus Comments 2 200 characters
- Campus Comments 3 200 characters
- TBR Comments 200 characters
- Schedule D Comments 1000 characters
- Import Status 16 characters

Inventory Tables

Floor Table

- Floor Uid numeric
- Building Uid numeric
- Floor Id 4 characters
- Floor Name 30 characters
- Import Status 16 characters

Room Table

- Room Uid numeric
- Floor Uid numeric
- Room Id 8 characters
- Room Name 50 characters
- Area numeric
- Occupant 50 characters
- Stations numeric
- Research Percent numeric
- Revenue Producing Type Id 2 characters
- Room Use Code Id 10 characters
- Room Subuse Code Id 10 characters
- CIP Code Id 7 characters
- Taxonomy Type 7 characters
- Program Type Id 2 characters
- Division Uid numeric
- Department Uid numeric
- Agency Code Id 2 characters
- Furnishing Type Id numeric
- Technology Type Id numeric
- Notes 500 characters
- Notes Institutional 1 500 characters
- Notes Institutional 2 200 characters
- Notes TBR 200 characters
- Import Status 16 characters

Survey Tables

Survey Table

- Survey Uid numeric
- Building Uid numeric
- Summary 4000 characters

Survey Note Table

- Survey Note Uid numeric
- Survey Uid numeric
- When date
- Who 100 characters
- What 500 characters

Survey Section Table

- Survey Section Uid numeric
- Survey Uid numeric
- Survey Section Type Uid numeric
- Campus Score numeric
- Review Score numeric
- Description 4000 characters
- Condition 6000 characters

Survey Section Item Table

- Survey Section Item Uid numeric
- Survey Section Uid numeric
- Survey Section Item Type Uid numeric
- Value 20 characters

Attachment Table

- Attachment Uid numeric
- Survey Uid numeric
- Description 200 characters
- Pages numeric
- Author 200 characters
- When date
- Internal File Name 100 characters

Picture Table

- Picture Uid numeric
- Survey Uid numeric
- Sequence numeric
- Location 200 characters
- Description 500 characters
- Internal File Name 100 characters
- Is Building Photo Boolean

Project Table

• Project Uid	numeric
• Survey Uid	numeric
• SBC Number	30 characters
• Description	200 characters
• Year	numeric
• Designer	100 characters
• Cost	numeric

Roof Table

• Roof Uid	numeric
• Survey Uid	numeric
• Type And Mfg	500 characters
• System Manufacturer	500 characters
• Location	500 characters
• Area	numeric
• Year New Roof	numeric
• Flashing	500 characters
• Year New Flashing	numeric
• Warranty End Date	date
• Warranty Info State	200 characters
• Warranty Info Mfg	200 characters
• Internal File Name	100 characters
• Notes	200 characters