

**U. S. Department of Energy  
Facilities Information Management System  
Request for Change  
Change Request #:11-01**

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				Contractor	
Proposed Change:	<p>Provide the capability to delineate maintenance costs from other costs currently included in the "Other Costs" field for leased real property.</p> <p>1) Provide a data field on the "Ingrant 1" tab for leased facilities to capture real property maintenance not included in the annual rent amount.</p> <p>2) Draft data element definition: Annual Actual Maintenance <u>not</u> Included in Rent – The share of "Other Costs" incurred in the current fiscal year attributable to the direct costs of maintenance activities (including repairs) not covered in the monthly rent. A 0 (zero) should be entered if there are no attributable costs.</p>				
Justification:	<p>Currently, FIMS does not separately collect maintenance costs not included in the monthly rent at DOE Leased, Contractor Leased, GSA Owned, and GSA Leased facilities. Any expenses that a tenant is responsible for that are not covered in the monthly rent and that would normally be included in the rent of a fully serviced lease must be entered in the "Other Costs" field. Unfortunately, collecting various costs in a single field obscures insight into individual actual costs. Providing a data field to register this component element of "Other Costs" separately supports Program reconciliation of actual maintenance costs reported in FIMS and in the Quarterly Maintenance Report.</p> <p>The "Other Costs" data field is an FRPP-compliant data field and should be retained as-is in support of FRPP reporting requirements.</p>				
<b>Please Do Not Type Below This Line</b>					
Remarks by FAC:	<p>Add delineation of Actual Maintenance cost for non-full service leases from the total of 'Other Costs'. All concerns that came up have been addressed. The need for a definition change for 'Other Costs' has become apparent. OECM will re-write this definition to be in alignment with GSA guidance. No new data elements will be added to FIMS as a result of this request.</p> <p>The Actual Maintenance and all Operating Cost fields will be made available for DOE Leased and Contractor Leased buildings, trailers, and OSF's as well as GSA Owned and GSA Leased building assets. The upload process and archive process will be modified to include these data elements when a DOE Leased or Contractor Leased asset is uploaded or archived.</p> <p><b>FAC Recommended 11/17/10</b></p> <p><b>08/31/2011 – FDDC Approved</b></p> <p><b>04/19/2012 – Implemented into FIMS v2.4</b></p>				

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The screenshot shows the FIMS web application interface. The 'Ingrant 1' tab is active, displaying the following information:

- Property ID - Name:** 5600 - Computational Sciences Building
- Owned Ingrant:** Contractor Leased
- Contract No.:** DOE NO. REGRUTED-5-02-01
- Location:** 850 West Bethel Valley Road (street), TN, Davidson County, TN 37035-8204 (zip/congressional district)
- Grantor:** Keenan Development Assoc.
- Address:** 8 Lavender Court Suite 103 (unit), Columbia, SC 29206 (state) (city) (zip)
- Grantee:** UT-Battelle, LLC
- Lease Authority:** Independent Statutory Authority (IS)
- Checked Rental/Maintenance:**  Effective Date: 06/18/2003 Ingrant Sqft: 90,342
- Grantee:**  144 days Expiration Date: 07/31/2015 Annual Rent: \$7,450,454.00
- Grantor:**  365 days Initial Date: 06/18/2003 Other Costs: \$7,895,816.00

**Ann Actual Maintenance not Included in Rent:**

Draft Definition: Annual Actual Maintenance not Included in Rent – The share of “Other Costs” incurred in the current fiscal year attributable to the direct costs of maintenance activities (including repairs) not covered in the monthly rent. A 0 (zero) should be entered if there are no attributable costs .

Current Definition: Other Costs - Indicates any expenses that a tenant is responsible for that are not covered in the monthly rent and that would normally be included in rent in a fully serviced lease. A 0 (zero) should be entered if there are no other expenses.

Figure 1 – Proposed Data Field on the “Ingrant 1” Tab for Leased Property