U. S. Department of Energy
Facilities Information Management System
Request for Change
Change Request #: 13-18

Requestor Name:	Phil Dalby		Date:	07/29/2013	Affiliation:	
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Man Hours to Implement:			HQ Program Ofc:	MA-65	Contractor	

Proposed Change:	1. Create a new window called Excess. Move the Excess Indicator, Excess Year, Estimated Disposition Year, and Anticipated Disposition Method to this new window. These fields will continue to function the same as they currently do. The option of "Unknown" for the Anticipated Disposition Method will be renamed to "TBD".
	
	2. Add the following new data elements to the Excess window. These fields will be available for entry when the Excess Indicator is equal to "Yes" (See Attachment A).
	   a. **Can't Currently be Disposed** – A Yes/No field indicating if the asset cannot currently be disposed due to certain circumstances, such as environmental remediation, historical status, etc.
	   b. **Can't Dispose Reason** – A text field that provides an explanation as to why the asset can't currently be disposed.
	   c. **Determination Date for DOE Disposal** – A date field (mm/dd/yyyy) reflecting the date DOE made the final determination to remove the asset from the inventory pursuant to independent statutory authorities.
	   d. **GSA Notification-Submitted:** A date field (mm/dd/yyyy) that represents when DOE submitted a report of excess (ROE) to GSA and is pending acceptance by GSA.
	   e. **GSA Notification-Accepted:** A date field (mm/dd/yyyy) that represents DOE has received an acceptance of the ROE from the GSA Disposal Office.
	   f. **GSA Notification-Denied:** A date field (mm/dd/yyyy) that represents when GSA denied the report of excess (ROE).
	   g. **Notes Regarding GSA Notification data elements** – Dates that are input will never be removed. FIMS will only accept a date for GSA Notification-Accepted or GSA Notification-Denied but never both fields.
	
	3. Rename Excess Year to Excess Date. Excess Date will be in mm/dd/yyyyy format. This Excess Date will be system generated when the Excess Indicator is changed to "Yes". Excess Date will be available for input when the Excess Indicator is equal to "No". It will represent the date that a site plans to declare the asset excess to their needs.
	
	4. Update the FIMS User Guide Data Element Dictionary to add the following to the Excess Indicator equal to "Yes" definition.
	   If the building/trailer/OSF that is being disposed has underlying land that is being disposed with it, the site will need to create a new land record for the land it intends to dispose. The site will also need to update the existing land record to reflect the portion of the land that is being disposed.

Justification:	The Office of Management and Budget (OMB) Management Procedures Memorandum No. 2013-02 (dated 03/14/2013) requires Federal departments to triennially produce and annually update a plan related to real property acquisitions and evaluate its performance against that plan annually. Departments in years subsequent to FY 2012 may not increase their owned, leased, or GSA predominant office or warehouse gross building area over a FY 2012 baseline. Section 1(b)(ii) allows agencies to include in its offsets property declared

	"excess to GSA." The proposed changes will make it possible to track such declarations. This change would also better align FIMS to current FRPP reporting requirements and eliminate the annual data call related to excess assets.
Please Do Not Type Below This Line	
FAC Remarks:	08/21/2013 – FAC Recommended
OAPM Remarks:	
FDDC Remarks:	08/27/2013 – FDDC Approved
Implemented:	10/03/2013 – Implemented into FIMS release v2.11

ATTACHMENT A

New Excess Window

Excess Indicator:	*[Yes/No]*	**Excess Date:**	*MM/DD/YYYY*	**Status:** *(display only)*
Estimated Disposition Yr:	*[Year]*	**Anticipated Disposition Method:**		*[Demolition, Federal Transfer, Other, Public Benefit Conveyance, Sale, TBD]*

Fields below only available for Excess Ind = "Yes"

Can't Currently be Disposed: ☐   **Can't Dispose Reason:** 250 characters

Determination Date for DOE Disposal *MM/DD/YYYY*

GSA Notification:
Submitted *MM/DD/YYYY*
Accepted *MM/DD/YYYY*
Denied *MM/DD/YYYY*   (Dates will remain if asset is denied)