

**U. S. Department of Energy
Facilities Information Management System
Request for Change**

Change Request #: 15-10 (rev.3)

Requestor Name:	Cindy Hunt	Date:	8/19/2015	Affiliation:	
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Program Office:	Office of Asset Management, MA-50			Contractor	
Proposed Change:	<ol style="list-style-type: none"> 1. Add the following definition for the "Ownership" data element to the FIMS Data Element Dictionary and FIMS Users' Guide, Appendix G: <ul style="list-style-type: none"> • Identifies DOE's legal interest in or right to use real property, including outright title. 2. Add four response options to the "Ownership" data element: <ul style="list-style-type: none"> • DOE License (B) • Contractor Owned (T) • Non-Federal Permit (N) • Grant Recipient Owned (R) 3. Update the FIMS Users' Guide, Appendix G, Section III.C to add, revise, or delete the following definitions: <ol style="list-style-type: none"> a. DOE OWNED (O) (BUILDINGS, TRAILERS, OSFS, AND LAND) – Fee title to real property acquired through purchase or condemnation or donation. b. DOE LEASED (D) (BUILDINGS, TRAILERS, OSFS, AND LAND) – A possessory interest in real property that DOE acquired from the owner of the property for a defined period of time in return for rental payments. c. DOE LICENSE (B) (BUILDINGS, TRAILERS, OSFS, AND LAND) – Gives permission, generally revocable by the owner, for DOE or its contractors to use the owner's real property for a specified purpose, d. GSA OWNED (G) (BUILDINGS) – Space in buildings, and land incidental thereto, the title to which is vested, or which will become vested, pursuant to existing agreement in the General Services Administration (GSA) or other Government-owned space in building and land incidental thereto titled in the name of the United States of America but where GSA functions as the owner. DOE obtains a right of occupancy though an Occupancy Agreement with GSA. e. GSA LEASED (L) (BUILDINGS) – Space in buildings, and land incidental thereto, for which the General Services Administration (GSA) has a right of occupancy by virtue of having acquired a leasehold interest. DOE obtains a right of occupancy though an Occupancy Agreement with GSA. f. FEDERAL PERMIT (P) (BUILDINGS, TRAILERS, OSFS, AND LAND) – A right to use real property belonging to another Federal Agency for a certain period of time, but revocable by the custodial agency at any time. g. NON-FEDERAL PERMIT (N) (BUILDINGS, TRAILERS, OSFS, AND LAND) – A right to use real property belonging to another non-Federal governmental entity (i.e. local municipality, state government) for a certain period of time, but revocable by the custodial entity at any time. h. CONTRACTOR OWNED (T) (BUILDINGS, TRAILERS, OSFS, AND LAND) – Real property owned by the M&O contractor where work on behalf of the Department takes place or supports Departmental initiatives. i. CONTRACTOR LEASED (C) (BUILDINGS, TRAILERS, OSFS, AND LAND) – A possessory interest in real property that a contractor acquires from the owner of the property. 				

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	<ul style="list-style-type: none"> j. CONTRACTOR LICENSE (E) (BUILDINGS, TRAILERS, OSFS, AND LAND) – Permission, generally revocable by the owner, to use real property for a specified purpose that a contractor acquires from the property owner,. k. GRANT RECIPIENT OWNED (R) (BUILDINGS, TRAILERS, OSFS, AND LAND) – Real property owned by the recipient of financial assistance transferring money or property from DOE to accomplish a public purpose authorized by Federal statute. Assistance may be in the form of a grant, cooperative agreement, or technology investment agreement. l. INSTITUTIONAL CONTROL LAND (I) (LAND) – Land not owned by DOE but upon which DOE imposes/enforces administrative or legal controls (e.g. easements or use restrictions), physical barriers or markers, and other methods to preserve information and data to inform current and future generations of hazards and risks. m. EASEMENT LAND (A) (LAND) – Gives DOE the right to use real property belonging to another for a specific purpose on a permanent or temporary basis, with the owners retaining title but restricting the owner’s use to activities that do not interfere with DOE’s use. . n. LICENSE LAND (S) (LAND) – Gives DOE the right to use land belonging to another for a specific purpose on a permanent or temporary basis, with the owners retaining title but restricting the owner’s use to activities that do not interfere with DOE’s use. o. LONG TERM INTEREST LAND (T) (LAND) – Formal permission for DOE or its contractors to use real property belonging to others for an extended period of time. p. WITHDRAWN LAND (W) (LAND) - Land withdrawn from the public domain and reserved for DOE’s use, generally via a Public Land Order from the Bureau of Land Management of the Department of Interior. q. OTHER LAND (H) (LAND) – Describes the use of land for a limited amount of time or for narrow, specialized uses, that does not fall into the category of Easement, License, or Long Term Interest. <p>4. Require Contractor Owned and Grant Recipient Owned buildings, trailers, and structures to populate the same data elements required of leased assets (see Attachment A).</p> <p>5. Delete the definitions associated with the “Land Ownership” data element and rely on the FIMS Users’ Guide, Appendix G, Section III.C definitions for this date element.</p>
Justification:	<p>The Department achieves its diverse missions through a variety of facilities, including those owned by entities other than the Department. The current list of response options does not reflect precisely the options currently exercised by the Department for obtaining the use of real property. This change would allow sites to include in the FIMS inventory all assets where work on behalf of the Department takes place or supporting Departmental initiatives. Programs may invest betterment, operations, or maintenance funds in these facilities, even though a third party, contractor, grant recipient, or another Federal agency owns them.</p> <p>At the end of 2014, DOE inventory included 139 (7%) of land assets were recorded as “Long Term Interest (T)” or “Other Land (H)”. DOE interest in these parcels may include use of a</p>

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	<p>lease, license or permit and may be adequately described by another available ownership type.</p> <p>At the end of 2014, DOE inventory included 113 buildings with a <i>Land Ownership</i> of "Contractor Control". These parcels may be adequately described by another available ownership type like "Contractor Owned", "Contractor Leased", "Contractor License", or "Permit".</p>
Please Do Not Type Below This Line	
FAC Remarks:	08/25/15 - FAC Recommended
OAM Remarks:	
FDDC Remarks:	11/3/2016 – FDDC Approved
Implemented:	02/09/2017 – Implemented into FIMS v2.39

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Attachment A**

Window Name	Data Elements Required for Contractor Owned or Grant Recipient Owned Buildings, Trailers, and Structures
Property Info	Property ID Property Name Real Property Unique ID HQ Program Office Usage Code Outgrant Indicator
Property Detail	Status Status Date Using Organization
Location	Location City Location County Location State Location Zip Code Location Congressional District Main Location
Building Info	Land Ownership Total No. of Contractor Employees Total No. of Federal Employees Total No. of Occupants Total No. of Other Personnel
Dimensions	Gross SQFT Rentable SQFT Usable SQFT No. of Floors Energy Consuming fields Excluded Facilities Exclusion Part Goal Subject Facilities Non-Energy Consuming Facilities Justification Date Consumption Meter fields
RPV (Optional)	RPV RPV Model Site Factor
Capital Adjustments	Adjustment Cost Adjustment Date Adjustment Description Capitalized Indicator
Sustainability	Sustainability-Assessment Year

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Window Name	Data Elements Required for Contractor Owned or Grant Recipient Owned Buildings, Trailers, and Structures
<i>(Optional)</i>	Sustainability-Certification Level Received Sustainability-Compliance Approach Sustainability-Guiding Principle Percentage Sustainability-Planned Compliance Year Sustainability-USGBC Project ID Sustainability Site Number
Mission	Mission Unique Facility Mission Dependency Mission Dependent Program Core Capability – Primary, Secondary, Tertiary
Utilization	Asset % Utilized
Condition <i>(Optional)</i>	Year Acquired Year Built
LOB Condition	Overall Asset Condition Condition Notes
Maintenance	Annual Actual Maintenance Inspection Date Repair Needs Modernization Cost Operating Costs-Electricity Cost Operating Costs-Water/Sewer Cost Operating Costs-Pest Control Cost Operating Costs-Central Heating Cost Operating Costs-Central Cooling Cost Operating Costs-Snow Removal Cost Operating Costs-Gas Cost Operating Costs-Refuse Cost Operating Costs-Recycle Cost Operating Costs-Grounds Cost Operating Costs-Janitorial Cost Hours of Operation per Week
Ingrant	Contract No. Lease Authority Ownership Grantor Grantee Annual Rent

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Window Name	Data Elements Required for Contractor Owned or Grant Recipient Owned Buildings, Trailers, and Structures
	Other Costs Effective Date Expiration Date Grantee Cancellation Rights (Optional except for NNSA sites) Grantee Cancellation Rights-Days (Optional except for NNSA sites) Cancellation Fee Grantor Cancellation Rights(Optional except for NNSA sites) Grantor Cancellation Rights-Days (Optional except for NNSA sites) Initial Date
Excess	Est Disposition Year
Disposition - Archive	Disposition Method Disposition Date Net Proceeds