

**U. S. Department of Energy
Facilities Information Management System
Request for Change
Change Request #: 20-04**

Requestor Name:	Pam Peckham	Date:	7/20/2020	Affiliation:									
Email Address:	pamela.peckham@hq.doe.gov	Phone No:	202-287-1426	DOE	X								
Program Office:	MA-50				Contractor								
Proposed Change:	<p>1) Add the following new data element to the Excess window in FIMS for population when the Excess Indicator = Yes. These new data elements will facilitate external reporting.</p> <p>2) Add these data elements to the FIMS Ad Hoc tool.</p> <p>3) Add the following statement to the GSA Notification Submitted and GSA Notification Accepted existing definitions: Related source documents must be attached to the asset in FIMS using the Document module storage process.</p> <p>New Data elements and definitions:</p> <table border="1"> <thead> <tr> <th>English Name</th> <th></th> </tr> </thead> <tbody> <tr> <td> <p>HUD Screening Required (not forced) when Excess Indicator = Yes</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land </td> <td> <p>A 'Yes' or 'No' field indicating whether prior to disposal, the asset will be submitted to the Department of Housing and Urban Development (HUD) for screening under Title V of the McKinney-Vento Homeless Assistance Act.</p> <p>Enter 'Yes' for DOE Owned Buildings and Land held by EE, FE, WAPA and SWPA.</p> <p>Enter 'Yes' for all DOE Owned land and buildings to be disposed of by GSA.</p> <p>Enter 'Yes' for any other DOE Owned land and buildings that will be submitted (HUD screening is optional for land and buildings to be disposed of under DOE independent authority).</p> <p>Enter 'No' for DOE land or buildings that will not be submitted.</p> </td> </tr> <tr> <td> <p>HUD Suitability Required (not forced) when HUD Screening = Yes</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land </td> <td> <p>Indicates suitability for homeless assistance use based on criteria in HUD regulations.</p> <p>Select 'Suitable' if HUD determined that the asset is Suitable.</p> <p>Select 'Unsuitable' if HUD determined that the asset is Unsuitable.</p> </td> </tr> <tr> <td> <p>HUD Notice Date Required (forced entry) when HUD Suitability is populated</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land </td> <td> <p>The date (mm/dd/yyyy) HUD published the asset's availability on the HUD website and beginning the 20 or 60-day holding period.</p> </td> </tr> </tbody> </table>					English Name		<p>HUD Screening Required (not forced) when Excess Indicator = Yes</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land 	<p>A 'Yes' or 'No' field indicating whether prior to disposal, the asset will be submitted to the Department of Housing and Urban Development (HUD) for screening under Title V of the McKinney-Vento Homeless Assistance Act.</p> <p>Enter 'Yes' for DOE Owned Buildings and Land held by EE, FE, WAPA and SWPA.</p> <p>Enter 'Yes' for all DOE Owned land and buildings to be disposed of by GSA.</p> <p>Enter 'Yes' for any other DOE Owned land and buildings that will be submitted (HUD screening is optional for land and buildings to be disposed of under DOE independent authority).</p> <p>Enter 'No' for DOE land or buildings that will not be submitted.</p>	<p>HUD Suitability Required (not forced) when HUD Screening = Yes</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land 	<p>Indicates suitability for homeless assistance use based on criteria in HUD regulations.</p> <p>Select 'Suitable' if HUD determined that the asset is Suitable.</p> <p>Select 'Unsuitable' if HUD determined that the asset is Unsuitable.</p>	<p>HUD Notice Date Required (forced entry) when HUD Suitability is populated</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land 	<p>The date (mm/dd/yyyy) HUD published the asset's availability on the HUD website and beginning the 20 or 60-day holding period.</p>
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		Related documents must be attached to the asset in FIMS using the Document module storage process.	
	<p><u>HUD Property Number:</u> Required (forced entry) when HUD Suitability is populated</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land 	The 11-digit number HUD assigns to each property it reviews and makes suitability determinations. The first two digits represents the designated landholding agency code (41 for DOE). The next four digits represents the year in which the property was reported. The - next digit represents the quarter in which the property was reported. The remaining digits represents the sequence in which the property was assigned a property number.	
	<p><u>HUD Holding Period End Date</u> System generated from HUD Notice Date If HUD Suitability = <u>Suitable</u>, then HUD Notice Date + 60 If HUD Suitability = <u>Unsuitable</u>, then HUD Notice Date + 20</p> <ul style="list-style-type: none"> for DOE Owned Buildings and Land 	<p>The date (mm/dd/yyyy) that is 60 days after the HUD Notice Date when HUD designates Suitable, or 20 days after the HUD Notice Date when HUD designates Unsuitable.</p> <p>The Disposition Date should be after the HUD Holding Period End Date.</p>	
	<p><u>GSA Screening</u> Required (not forced) when Excess Indicator = Yes</p> <ul style="list-style-type: none"> for DOE Owned Buildings, OSF and Land 	<p>A 'Yes-SF118', 'Yes-GSA Demolition Concurrence' or 'No' field indicating whether Prior to disposal, the asset will be submitted to the General Services Administration (GSA) for either: (1) screening under the Federal Property and Administrative Services Act of 1949, as Amended, or; (2) GSA's concurrence with proposed demolition of the asset.</p> <p>SF118, Report of Excess Real Property GSA: NEED definition [SF-118 Report of Excess will be submitted to GSA] When selecting this option the 'GSA Notification Submitted' and 'GSA Notification Accepted' need to be filled in.</p> <p>GSA Demolition Concurrence: NEED Definition [A request will be submitted to GSA for concurrence with proposed demolition of the asset.]</p> <p>Enter 'Yes-SF118' for DOE Owned OSFs, Land And Buildings held by EE, FE, WAPA and SWPA that will be reported excess to GSA for screening. Enter 'Yes-SF-118' for all DOE Owned OSFs, Land and Buildings to be disposed of by GSA. (GSA screening is optional</p>	

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	<p>for OSFs, Land and Buildings to be disposed of under DOE independent authority). Enter 'Yes-GSA Demolition Concurrence' for DOE owned OSF's and Buildings that will be submitted to GSA for concurrence with proposed demolition. (GSA Demolition Concurrence is optional for OSF's and Buildings to be disposed of by demolition under DOE independent authority).</p> <p>Enter 'No' for DOE Owned OSFs, Land and Buildings that will not be screened by GSA, and will not be submitted to GSA for demolition concurrence.</p> <p>Will default to 'No' when the Excess Indicator is updated to 'Yes</p>
Justification:	Eliminate quarterly data call for McKinney Act reporting. Collect data for HUD screening where required. Collect data for GSA screening, including demolition concurrence requests, where required. Create a workflow to support disposal actions.
Please Do Not Type Below This Line	
FAC Remarks:	<p>09/03/2020 – The FAC held an initial review of this change request. There will be some offline discussions on how best the RECO and FIMS Administrators can communicate and share information on other data fields required in FIMS. This relates also to how this HUD data will get to the FIMS Administrators. In addition, there needs to be further offline discussion on exactly which data fields will be forced required and which may possibly be optional. As a result of all of this, voting on this change will be delayed until a future FAC meeting.</p> <p>01/26/2021 – The FAC reviewed the revised change request. Further offline discussions are needed to resolve several open issues related to data quality, process flow, source documentation, and the HUD screening process.</p>
OAM Remarks:	
FDDC Remarks:	
Implemented:	12/15/2021 – Withdrawn by Requestor