

# Department of Energy State of Facilities Annual Report (SOFAR)

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The SOFAR highlights the Department's status in the following performance measure areas:

1. Inventory  
DOE's real property holdings
2. Alignment  
The degree to which real property assets are linked to core capabilities and mission requirements
3. Functionality  
Adequacy of real property assets to support operations
4. Condition  
Level of repair of real property assets
5. Utilization  
The degree to which DOE activities are using existing space
6. Disposition  
The degree to which DOE identifies and disposes of excess property
7. Management  
How well DOE invests in and maintains real property in a sustainable and cost-effective manner
8. Data Reliability  
Completeness and accuracy of real property data used to support and inform real property asset decisions

## From DOE Order 430.1C Real Property Asset Management:

DOE O 430.1C  
8-19-2016

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with the real property requirements and as explicitly authorized by their Under Secretary.

- (2) Prepares and monitors the execution of real property budgets that adequately support current and planned mission activities in an efficient, safe, secure, and sustainable manner.
- (3) Develops program-specific real property performance measures.
- (4) Develops real property building area offsets, as applicable.
- (5) Conducts comprehensive self-assessments of asset management programs in accordance with Departmental directives<sup>39,40</sup>.
- (6) Appoints a real property officer for each site and assigns duties as applicable.
- (7) Reviews and certifies FIMS data and plans submitted by the site and field office managers.
- (8) Validates FIMS data prior to annual FRPP submission.
- (9) Assigns representatives to the Infrastructure Executive Committee (IEC), Excess Contaminated Facilities Working Group (ECFWG), Facilities and Infrastructure Steering Committee (FISC) or any other Department-wide working group or governance body related to real property.
- (10) Ensures Contracting Officers are notified when the inclusion of real property requirements into specific site/facility management contracts is required.

e. Director, Office of Management.

- (1) Establishes DOE policy and guidance, in consultation with PSOs, to improve real property asset management.
- (2) Conducts management assist visits in consultation with PSOs and provides peer reviews of real property management activities and functions with Program Offices.
- (3) Reviews third party financing proposals.
- (4) Monitors building area offsets, including balances at Site, PSO/DOE element, and Departmental levels.

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DOE O 430.1C  
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- (5) Screens submitted real property assets for excess and provides authorization to change the Excess Indicator field in FIMS.
- (6) Develops and administers real property asset management systems (FIMS and CAIS) and associated systems training.
- (7) Assists the Chief Financial Officer in budget formulation and ensures IFI crosscut guidance is consistent with CFO budget guidance.
- (8) Prepares IFI templates and guidance for budget formulation and supports the PSOs in preparing supporting IFI documentation.
- (9) Develops sustainability goals, requirements and guidance and tracks and reports performance data.
- (10) Assists HCAs developing contractual documents and clauses related to real property life-cycle activities and management functions.
- (11) Evaluates and recommends real property performance metrics in the areas of inventory, alignment, functionality, condition, utilization, disposition, management, and data reliability.
- (12) Develops, in coordination with PSOs and DOE elements, an annual *Five-Year Rolling Timeline* to accomplish real property asset management goals and objectives.

f. Chief Financial Officer.

- (1) Develops policies and systems for budget formulation, budget execution, finance, and accounting.
- (2) Assists PSOs with using DOE financial systems to budget and account for real property acquisition, maintenance, repair, renovation, and disposition projects and activities.
- (3) Reviews asset transfer issues including economic development transfers and land sales for less than fair market value.
- (4) Certifies Federal Real Property Profile input as directed by the Office of Management and Budget (OMB)<sup>41</sup>.
- (5) Determines the DOE capitalization threshold.

## Purpose:

- Provide an annual snapshot of the Department of Energy's real property holdings
- Convey the Department's real property asset status via metrics in the eight performance areas
- Show how the Department's position in each of these areas has changed over the past five years and identify performance trends
- Analyze those trends and develop recommendations for improving the Department's performance in managing its real property
- Use those recommendations as the basis for developing an on-going MA-50 five-year work-plan, i.e., a Five-Year Rolling Timeline

## Scope:

The SOFAR covers:

- All real property asset types including buildings, trailers, OSFs, and land
- All program offices

But note:

- Not all metrics/performance areas apply to all asset types and/or Program Offices. For example:
  - Condition assessments don't apply to land
  - PA, NR, and FERC are exempt from many 430.1C requirements

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# Data Analysis Sub-Sections: Primary Metric Trend Examples

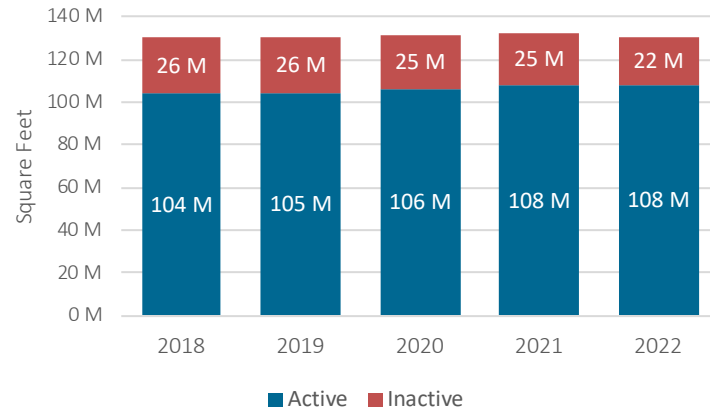


Figure 1a - Active / Inactive Buildings and Trailers

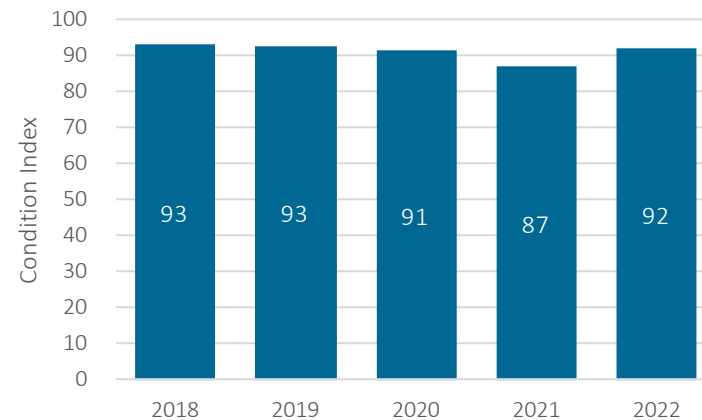


Figure 3b – Condition Index: all OSFs

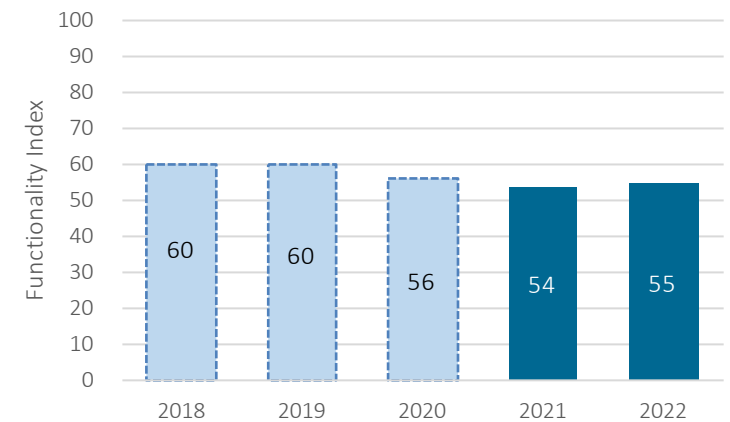


Figure 4a – Functionality Index: Active & Assessed Buildings and Trailers

# Data Analysis Sub-Sections: Deeper Look Examples

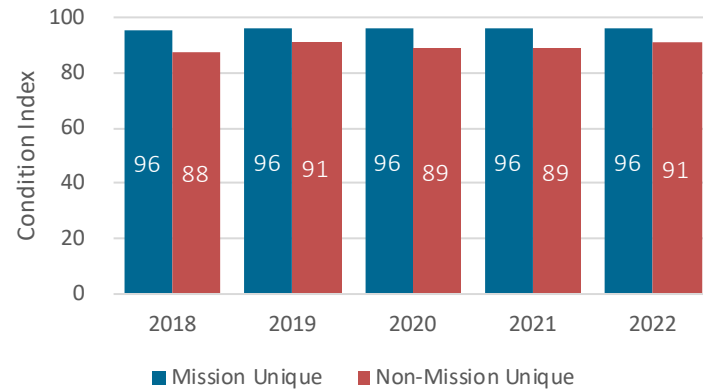


Figure 3d – CI for Mission Unique & Non Mission Unique Buildings/Trailers

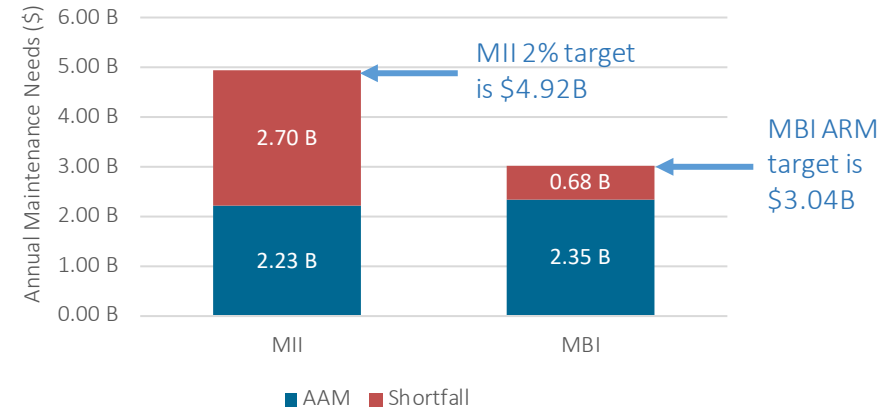


Figure 7c – Maintenance Investment Index vs. Maintenance Budget Index

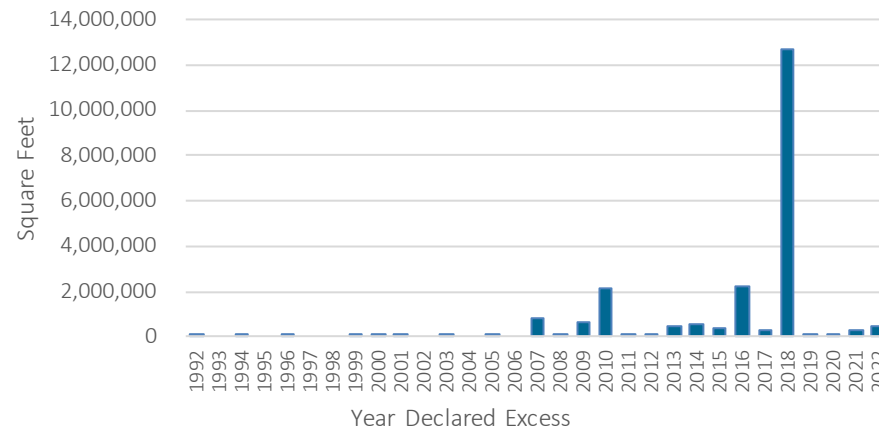


Figure 6d – SqFt of Excess Property Declarations by Fiscal Year

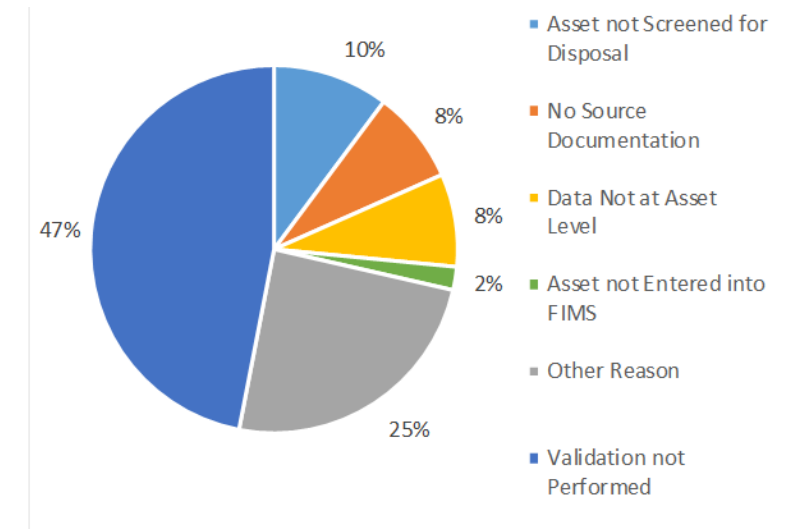


Figure 8c – Portion of Red Scorecards by Cause

# Recommendation Sub-Sections:

## Example from SOFAR Data Reliability Section

### Review Site Corrective Action Plans.

Sites that receive a “red” FIMS validation scorecard develop corrective actions plans to address the identified deficiencies. Recommend MA-50 review any site corrective action plans to ensure the proposed actions will correct the issues and to share any concerns or advice regarding the corrective actions.

### Develop a Method to Categorize Reasons for Red Scorecards.

Using standard categories for why a scorecard received a red rating can help MA-50 identify common data validation deficiencies across the Department and can then focus its training on addressing these areas needing improvement. Consider using the following categories: No Source Documentation; Missing or Incomplete Data; Data not at the Asset Level; Asset not in FIMS; Validation not Performed; Asset not Screened for Disposal; Data Method not in Accordance with DOE Policy; Other.

### Identify New FIMS Administrators and Provide Training Support.

As sites add new FIMS users (and especially new site FIMS administrators), recommend MA-50 reach out to inform them up upcoming FIMS training opportunities. For new site-level FIMS administrators, recommend MA-50 provide a brief tutorial in a virtual meeting format to orient them to FIMS’ features and to discuss common data quality shortfalls and how to address them. This will allow new administrators to receive some training and tips without having to wait until the next FIMS training course.

Note:

ALL recommendations in the SOFAR apply to MA-50 only

The SOFAR does not obligate any Programs or Sites to take any specific actions and does not suggest for them to do so



# Appendix A: Metrics Reference Examples

## Alignment Index

**Purpose:** To show the degree to which assets are associated with Core Capabilities (per FIMS primary core capability data field) as an indication of how well the DOE's assets are aligned with mission activities, to show how this changes over time, and to help inform decisions for prioritizing asset allocation

**Drivers:** FRPC Guiding Principle #1: Support Agency Missions  
AMP Goal #1: Property Alignment

Calculation for Buildings & Trailers:

$$\frac{\text{Size (SqFt) of Assets with Core Capability \# 1 Identified}}{\text{Total Size (SqFt)}} \times 100$$

Calculation for OSFs:

$$\frac{\text{RPV of Assets with Core Capability \# 1 Identified}}{\text{Total RPV}} \times 100$$

## Excess Property Index

**Purpose:** To show how much of the DOE's portfolio is excess at any one time, to show how these figures change over time, and to highlight areas for improvement

**Driver:** FRPC Guiding Principle #5: Dispose of Unneeded Assets

Calculation for Buildings & Trailers:

$$\frac{\text{Size (SqFt) of Assets with Excess Indicator = "yes"}}{\text{Total Size (SqFt)}} \times 100$$

Calculation for OSFs:

$$\frac{\text{RPV of Assets with Excess Indicator = "yes"}}{\text{Total RPV}} \times 100$$

Calculation for Land:

$$\frac{\text{Size (Acres) of Assets with Excess Indicator = "yes"}}{\text{Total Size (Acres)}} \times 100$$

# Appendix B: Key Real Property Stats

## Buildings & Trailers Example

### BUILDINGS & TRAILERS BY OWNERSHIP TYPE

Ownership Type	# of Buildings & Trailers
DOE Owned (O)	11,802
Contractor Leased (C)	315
Federal Permit (P)	137
DOE Leased (D)	45
GSA Leased (L)	38
GSA Owned (G)	35
Non-Federal Permit (N)	13
Contractor License (E)	12
Contractor Owned (T)	10
DOE License (B)	3
<b>Total</b>	<b>12,410</b>

Ownership Type	SqFt
DOE Owned (O)	112.649 M
Contractor Leased (C)	8.818 M
GSA Owned (G)	3.102 M
GSA Leased (L)	3.083 M
Non-Federal Permit (N)	1.058 M
Federal Permit (P)	0.676 M
DOE Leased (D)	0.630 M
Contractor Owned (T)	0.246 M
Contractor License (E)	0.218 M
DOE License (B)	0.005 M
<b>Total</b>	<b>130.485 M</b>

Ownership Type	\$ RPV
DOE Owned (O)	179.356 B
Contractor Leased (C)	4.141 B
Non-Federal Permit (N)	0.980 B
Federal Permit (P)	0.896 B
Contractor Owned (T)	0.269 B
DOE Leased (D)	0.210 B
Contractor License (E)	0.075 B
DOE License (B)	0.003 B
GSA Owned (G)	0.000 B
GSA Leased (L)	0.000 B
<b>Total</b>	<b>185.930 B</b>

# Appendix B: Key Real Property Stats

## Buildings & Trailers Example (cont.)

### BUILDINGS & TRAILERS BY PROGRAM

Program Office	# of Buildings & Trailers	Program Office	SqFt	Program Office	\$ RPV
NNSA	4,059	NNSA	39.771 M	NNSA	115.046 B
EM	3,875	EM	39.439 M	EM	37.657 B
SC	1,803	SC	29.270 M	SC	21.776 B
BPA	709	NE	5.988 M	NE	4.194 B
WAPA	667	NR	4.017 M	NR	3.915 B
NE	396	BPA	3.183 M	EE	0.983 B
NR	326	MA	2.410 M	FE	0.807 B
FE	279	WAPA	2.034 M	WAPA	0.757 B
SWPA	94	FE	1.610 M	BPA	0.542 B
EE	80	EE	1.488 M	LM	0.113 B
EA	43	FERC	0.585 M	SWPA	0.085 B
LM	37	LM	0.243 M	EA	0.031 B
MA	24	SWPA	0.238 M	RW	0.021 B
FERC	11	EA	0.142 M	SEPA	0.005 B
RW	3	RW	0.023 M	AEO	0.000 B
AEO	2	SEPA	0.022 M	FERC	0.000 B
IN	1	IN	0.019 M	IN	0.000 B
SEPA	1	AEO	0.002 M	MA	0.000 B
<b>Total</b>	<b>12,410</b>	<b>Total</b>	<b>130.485 M</b>	<b>Total</b>	<b>185.930 B</b>

# Appendix B: Key Real Property Stats

## Buildings & Trailers Example (cont.)

### BUILDINGS & TRAILERS - TOP TEN SITES

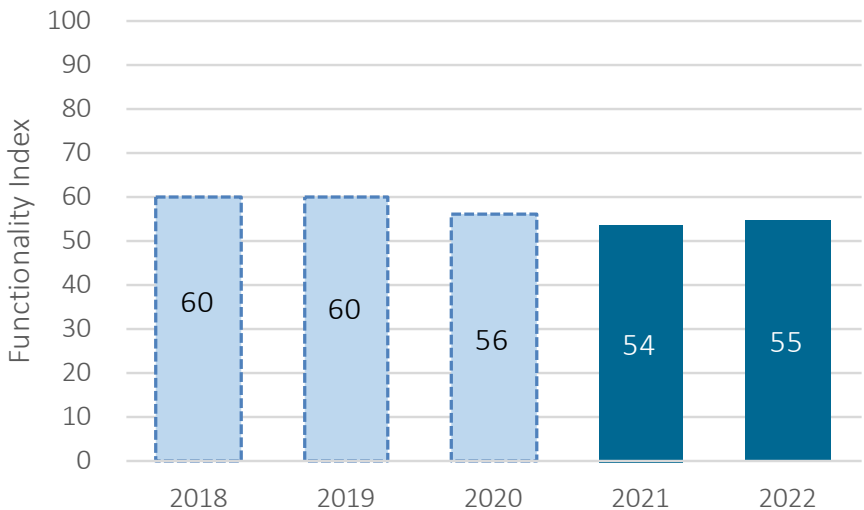
Site	# of Buildings & Trailers
Savannah River Site	1,602
Los Alamos National Laboratory - NNSA	899
SNL - New Mexico	820
Richland Operations Office	767
Pantex Plant	583
Idaho National Lab-Scoville	558
Y-12 National Security Complex	409
Fermi Natl Accelerator	404
Nevada National Security Site	395
Lawrence Livermore National Laboratory	354
<b>Top-Ten Total:</b>	<b>6,791</b>
<b>DOE Total:</b>	<b>12,410</b>

Site	SqFt
Savannah River Site	9.924 M
Los Alamos National Laboratory - NNSA	8.464 M
Paducah Gaseous	7.990 M
Portsmouth Gaseous	7.689 M
Y-12 National Security Complex	7.189 M
SNL - New Mexico	6.949 M
Lawrence Livermore National Laboratory	6.590 M
Richland Operations Office	5.662 M
Argonne National Laboratory	5.618 M
Brookhaven National Laboratory	4.806 M
<b>Top-Ten Total:</b>	<b>70.881 M</b>
<b>DOE Total:</b>	<b>130.485 M</b>

Site	\$ PRV
Los Alamos National Laboratory - NNSA	37.597 B
Savannah River Site	28.823 B
Y-12 National Security Complex	28.402 B
Lawrence Livermore National Laboratory	18.390 B
SNL - New Mexico	11.669 B
Pantex Plant	8.043 B
Idaho National Lab-Scoville	4.781 B
Argonne National Laboratory	4.378 B
Brookhaven National Laboratory	3.028 B
Portsmouth Gaseous	2.852 B
<b>Top-Ten Total:</b>	<b>147.963 B</b>
<b>DOE Total:</b>	<b>185.930 B</b>

# Appendix C: FIMS Data Parameters

For each chart in the SOFAR...



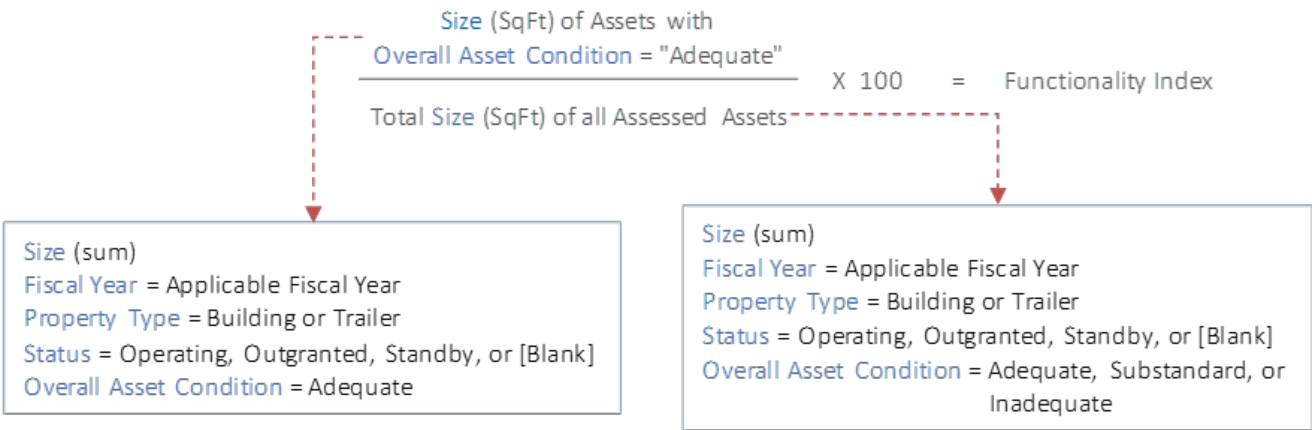
Appendix C provides a data table showing the background numbers behind the chart

**Figure 4a** – Functionality Index: Active & Assessed Buildings and Trailers

Fiscal Year	SqFt Feet of Assets w/ Overall Condition = "Adequate"	Square Feet of Assets Assessed for Functionality	Functionality Index
2018	58,686,547	97,633,617	60
2019	59,022,174	98,303,725	60
2020	54,161,174	96,652,035	56
2021	54,862,329	101,710,193	54
2022	55,833,836	101,630,570	55

Along with a diagram that shows the exact FIMS data parameters used to obtain the data

**Figure 4a** – Functionality Index: Active & Assessed Buildings and Trailers



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