

**DEPARTMENT OF THE INTERIOR
DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENT
PLANNING GUIDELINES**

The Department of the Interior (DOI) owns and operates over 110,000 buildings and structures, more than 100,000 miles of public roads, and a wide variety of other constructed assets. These facilities serve nearly 479 million visitors annually. They provide schooling for approximately 41,000 Native American children and a place of work for DOI employees. The current replacement value (CRV) of these assets exceeds \$240 billion, with more than \$1 billion spent annually on operations, maintenance, and repair. Many are considered priceless for their historical significance. As the steward of these assets, DOI is committed to improving the condition of these existing facilities and making the capital investments in facilities that are critical to its mission. The facilities maintenance and construction management practices described in this Attachment have been instituted Department-wide to ensure responsible investments within the appropriations provided.

This Attachment includes the following:

- Guidance for developing the FY 2016 – 2020 Five-Year Plan.
- Project Data Sheet, Exhibit 1A.
- Project Scoring Sheet, Exhibit 1B (for optional bureau use in conforming with Attachment G scoring policy).
- Instructions for completing Project Data Sheet, Exhibit 1C.
- Summary Project Data Sheet, Exhibit 2.
- Status Report for reporting years 2010 - 2014, Exhibit 3.
- Deferred Maintenance vs. Capital Improvements in the Five-Year Plan Submission, Exhibit 4.

**FIVE-YEAR DEFERRED MAINTENANCE AND CAPITAL
IMPROVEMENT PLAN**

OBJECTIVES OF THE FIVE-YEAR PLAN

Development of the Five-Year Deferred Maintenance and Capital Improvement Plan (the Five-Year Plan) is an important step in sustaining DOI's infrastructure. Attachment G for the FY 2016 – FY 2020 Five-Year Plan provides a corporate methodology for implementing investment priorities across the diverse portfolio of capital assets. The methodology is executed through an annual process in which bureaus analyze, prioritize, and select capital investment projects that best support bureau missions, DOI goals and objectives, and the Administration's emphasis areas. After DOI approves each bureau's priority project list, they are submitted to OMB for review and ultimately included as part of each bureau's budget justification to Congress.

The Five-Year Plan update in support of the FY 2016 budget covers the five-year period through FY 2020. The outyear plan will continue to be updated annually as new budget requests are developed; however, bureaus are encouraged to manage the program such that priorities identified in outyears remain consistent through time. The Five-Year Plan has two major components: construction and deferred maintenance. The construction portion of the plan is

funded through the bureau's construction activity and historically consists of new construction, capital improvements, and major maintenance activities. The deferred maintenance portion of the plan consists of projects directed toward predominantly deferred maintenance and repair work and is funded through the deferred maintenance activity at each bureau where one exists.

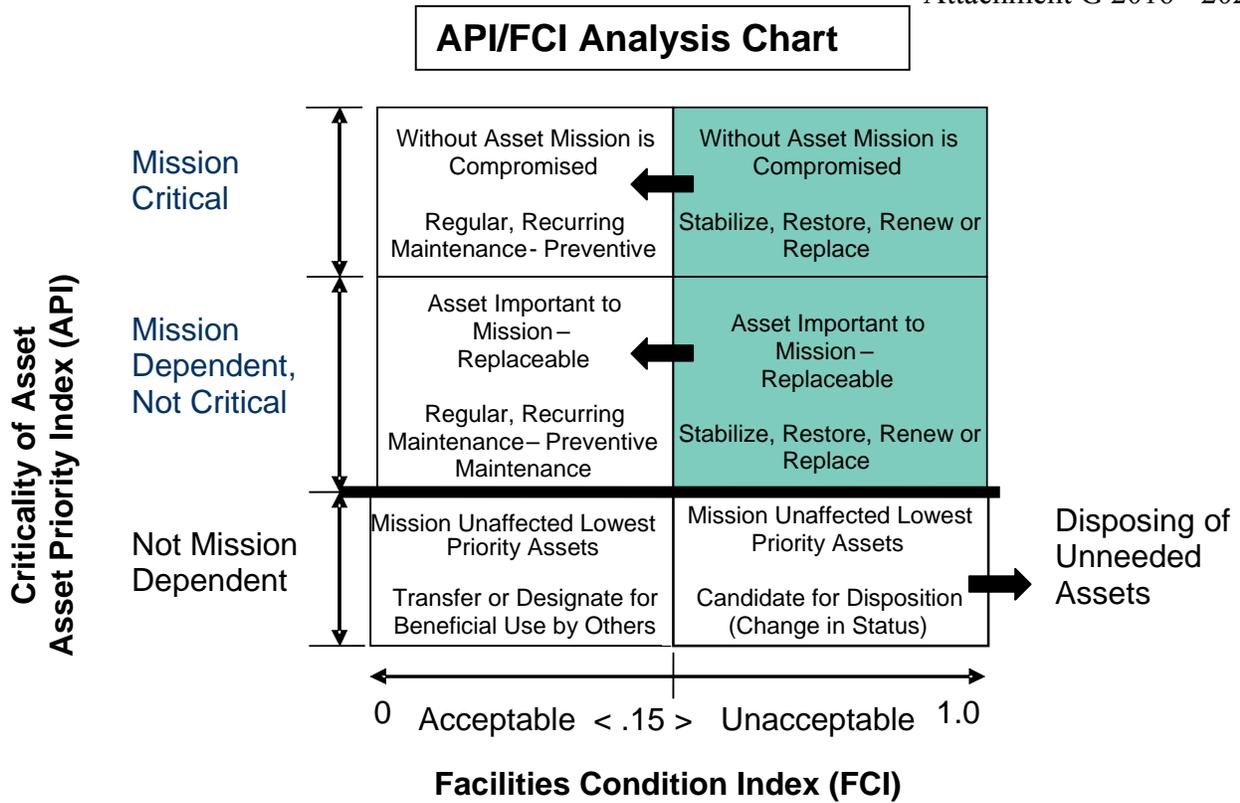
The ultimate success of improving the stewardship of constructed assets will be measured by each bureau's ability to direct its limited resources to high priority assets, sustain the long-term mission delivery capability of its asset portfolio, and achieve sustainability mandates. To ensure asset sustainment, annual and cyclic maintenance must be adequately funded for priority assets, especially those that receive capital investments through the Five-Year Plan, so that essential maintenance is no longer deferred and capital investments are not wasted. The planning and performance measurement processes required herein help establish that the program and the projects that comprise the Five-Year Plan are appropriate and in alignment with Administration's direction and DOI goals.

The Five-Year Plan is a critical element in the implementation of the DOI Asset Management Plan, Bureau Asset Management Plans, and Site-Specific Asset Business Plans. The Five-Year Plan places high priority on projects that stabilize, restore, replace, or improve lifecycle performance of constructed assets that are mission critical or mission dependent. Furthermore, the Five-Year Plan is an important component in meeting cost savings, space consolidation, and sustainability goals, especially when developed in coordination with the bureau's Five-Year Space Management Plan. Bureaus should coordinate and integrate these two plans with the goal of developing a comprehensive capital investment strategy, which will allow bureaus to leverage both programs to meet mission requirements while reducing costs.

Categories for ranking projects include Asset Priority Index (API) and Facility Condition Index (FCI); Scope of Project Benefits (SB); Investment Strategy (IS); and, Consequences of Failure to Act (CFA).

All constructed assets in submitted projects must have a FCI which indicates the overall condition of the asset. All constructed assets in submitted projects must have an API which indicates the importance of that asset to the organization's mission. For projects that incorporate multiple assets, the API shall be calculated using a weighted average proportional to estimated work order costs for each of the included assets. For project scoring purposes, a single FCI shall be calculated using Deferred Maintenance and Current Replacement Values for all assets included in the project.

The Department's primary goal is to focus resources on the upper right quadrant of the following "API/FCI Analysis" chart. This quadrant contains the constructed assets most important to mission delivery and in the worst condition. Second to this goal is sustaining critical assets already in acceptable condition such that significant deterioration is prevented. There will be situations where funding outside of these quadrants is warranted, such as in the case of disposals.



The strategy depicted in the API/FCI analysis chart helps the Department implement the ongoing requirements of Executive Order 13327 “Federal Real Property Asset Management,” originally issued in 2004. The Executive Order directs agencies to fund projects based upon asset priority. In previous fiscal years, the Department’s ranking formula prioritized projects based upon the elimination of deferred maintenance with minimal importance placed on the criticality of the asset. The revision of the criteria for Attachment G strives to meet the intent of the Executive Order and the direction provided by the Federal Real Property Council while still addressing the mission needs of the bureaus.

Bureaus are directed to evaluate all health and safety issues in accordance with the Department of the Interior, Risk Assessment System (RAS) and mitigate the hazard or deficiency in the associated timeline according to the Risk Assessment Code (RAC). Departmental Manual 485 Chapter 6 explains the RAS and defines project completion timelines according to the RAC. Since funding requests for projects are developed at least 2 years in advance of appropriations, bureaus should ensure that intermediate control measures (ICM) are in place to mitigate risks until funding for permanent repairs is available. Managers must exercise judgment in determining the most effective use of resources when health and safety concerns are at issue.

THE FIVE-YEAR PLAN AND THE CAPITAL PLANNING AND INVESTMENT CONTROL PROCESS

The Five-Year Plan is the foundation for the capital planning and investment control (CPIC) process the Department uses to implement investments in major capital assets. Major capital asset investments require special management attention because they have high construction, maintenance, or replacement costs; they are inherently high risk; or they have a significant role in the administration of agency programs, finances, property, or other resources.

Development and maintenance of the Five-Year Plan will help bureaus identify major capital asset projects early in the project planning process and enable application of the appropriate CPIC process elements. It is important to note that while a project data sheet is required for every proposed project, including major capital asset projects, the CPIC process elements are only required for major capital projects as defined below.

Projects with an initial estimated cost greater than \$2 million, possess a high degree of risk, or are of unique importance are defined as major capital asset investments and are required to follow the full CPIC process and complete an OMB Exhibit 300 Business Case in eCPIC. Completion of the OMB Exhibit 300 in eCPIC is required at the same time the project is incorporated into the first year of the Five-Year Plan. Projects with an estimated cost between \$2 million and \$10 million must complete the OMB Exhibit 300 form and be reviewed and approved by the bureau's investment review board. Projects with an estimated cost greater than \$10 million must complete and submit the OMB Exhibit 300 form in e-CPIC for DOI review and approval prior to being submitted to OMB. Specific due dates for submissions under the DOI CPIC process is incorporated in the schedule below.

Refer to the Department's Construction Capital Planning and Investment Control Guide, available at the following [link \(http://www.doi.gov/pam/CPICguide62107.pdf\)](http://www.doi.gov/pam/CPICguide62107.pdf) for details on the CPIC process.

FY 2016– FY 2020 FIVE-YEAR PLAN AND CPIC SCHEDULE

Bureaus are to submit FY 2016 – FY 2020 Five-Year Plan and CPIC information based on the following schedule:

- | | |
|----------------|---|
| March 04, 2014 | <u>Complete quarterly updates in eCPIC for the 1st quarter</u> , ending Dec. 31 st . Exhibit 300s for all FY 2014 and prior year ongoing projects must be updated for schedule and to reflect FY 2015 passback direction and FY 2014 appropriation. <u>Submit quarterly update memo for all approved projects and any baseline changes requested in eCPIC.</u> A <i>Corrective Actions Report</i> , available in eCPIC, must accompany any project that reports a negative variance of 5 percent or more in cost and/or schedule. |
| April 18, 2014 | <u>Complete quarterly updates in eCPIC for the 2nd quarter</u> , ending March 31 st . <u>Submit quarterly update memo for all approved projects and any</u> |

baseline changes requested in eCPIC. A *Corrective Actions Report*, available in eCPIC, must accompany any project that reports a negative variance of five (-5) percent or more in cost and/or schedule.

- May 9, 2014 Submit bureau-specific guidance for the FY 2016 cycle to PAM and POB.
- June 2, 2014 Submit Construction portion of the bureaus FY 2016-2020 Five-Year Plans to POB and the Office of Acquisition and Property Management (PAM). This submission will consist of the following:
- Complete descriptions of all FY 2016 construction projects, using the prescribed Project Data Sheet (Exhibit 1A) hard copy and electronically in MS Word.
 - A summary by year of all FY 2016 - FY 2020 construction projects (using the Summary Project Data Sheet Exhibit 2) electronically in MS Excel.
- July 1, 2014 Submit Deferred Maintenance portion of the bureaus FY 2016-2020 Five-Year Plans to POB and PAM. This submission will consist of:
- A summary by year of all FY 2016 - 2020 deferred maintenance projects using the Summary Project Data Sheet Exhibit 2 electronically in MS Excel. Bureaus are to retain on file, project data sheets for all FY 2016 deferred maintenance projects, to be made available for review and comment upon request from Congress, OMB, or the Department.
- Submit FY 2016-2020 NPS Five-Year Recreation Fee Program Plan.
- Complete descriptions of all FY 2016 capital improvement projects, using the prescribed Project Data Sheet (Exhibit 1A) hard copy and electronically in MS Word.
 - Summary by year for FY 2016 - FY 2020 capital improvement and deferred maintenance projects (using the Summary Project Data Sheet Exhibit 2) electronically in MS Excel.
 - Note: Authorization for this program continues to be on an annual basis. However, as long as DOI and NPS continue to seek re-authorization, we need to continue to illustrate there is a strong, verifiable need for this program with a Five-Year Plan that is intended for implementation.
- July 18, 2014 Complete quarterly updates in eCPIC for the 3rd quarter, ending June 30th for all projects. Submit quarterly update memo for all approved projects and any baseline changes requested in eCPIC. A *Corrective Actions Report*, available in eCPIC, must accompany any project that reports a negative variance of five (-5) percent or more in cost and/or schedule.

- August 15, 2014 Submit Final Exhibit 300s to POB and PAM for FY 2016 major projects, including ongoing major projects requesting FY 2016 funding.
- September 5, 2014 Submit corrected and bureau-approved FY 2016-FY2020 Five-Year Plans for Construction, incorporating responses to comments from POB and PAM for transmittal to OMB. These Plans should include revised copies of each FY 2016 Project Data Sheet (Exhibit 1A) along with written responses addressing each review comment previously provided; Submissions should be finalized in the correct format as they will be shown in the OMB budget submission. Bureaus will also present separately each of the four out-years at the 2016 program funding level in the Summary Project Data Sheet format.
- Submit corrected and bureau-approved FY 2016-FY2020 Five-Year Plans for Deferred Maintenance in the Summary Project Data Sheet format (Exhibit 2) along with written responses addressing each review comment previously provided. Submissions should be finalized in the correct format as they will be shown in the OMB budget submission. Bureaus will also present separately each of the four out-years at the 2016 funding level in the Summary Project Data Sheet format. In addition, bureaus are to submit the completed analysis of total deferred maintenance vs. capital improvements (Exhibit 4) as a separate electronic file.
- October 17, 2014 Complete quarterly updates in eCPIC for the 4th quarter, ending September 30th. Submit quarterly update memo for all approved projects and any baseline changes requested in eCPIC. A *Corrective Actions Report*, available in eCPIC must accompany any project that reports a negative variance of five (-5) percent or more in cost and/or schedule.
- November 5, 2014 Submit FY 2015 Deferred Maintenance and Capital Improvement Project Lists reflecting any changes based on FY 2015 Congressional appropriations to POB and PAM. POB will advise bureaus of submission dates if continuing resolutions impact this schedule. The bureaus will submit to POB and PAM, two (2) copies of their final FY 2015 deferred maintenance project list (in the Summary Project Data Sheet Exhibit 2 format) reflecting any changes based on FY 2014 program execution and the FY 2015 appropriations bill. The submittals must include project data sheets for any new projects added costing more than \$100,000, a list of any projects removed from the FY 2015 list, and updated summary sheets for FY 2015 - FY 2019.

Five Business Days following the receipt of the OMB passback for the FY 2016 President's Budget: Through Bureau Directors and Assistant Secretaries, bureaus will submit three (3) hard copies and one electronic copy on CD of their final FY 2016 – FY 2020 Five-Year Plans for both construction and deferred maintenance to the Office of Budget. The plans should reflect the final project selections for inclusion in the FY 2016 President's Budget. Plans should include copies

of 2016 project data sheets and summary sheets for construction and summary project data sheets for deferred maintenance FY 2016 – FY 2020. This submission is to include a summary chart after the title page displaying both totals by program and year. In addition, bureaus are to submit the analysis of total deferred maintenance vs. capital improvements (Exhibit 4) electronically.

December 15, 2014 Bureaus will submit two (2) copies of the FY 2014 Project Status Report using the format in Exhibit 3, in hard copy and electronically in MS Excel. This report updates the FY 2010 through FY 2014 project lists and reflects project status, completions, and other changes. In addition, submit FY 2014 Value Engineering accomplishment report.

January 14, 2015 After final Department of the Interior review and approval for submission to Congress, submit Bureau Five Year Plans for FY 2016 – 2020 to the POB. Bureaus shall plan to furnish ten (10) hard copies and an electronic copy for all plans that are submitted to Congress with the Budget Justifications under separate cover. POB is working to transition to electronic copies to the Hill, therefore, please contact Kathy Lawson at 202-208-3564 to inquire about the actual number of hard copies needed.

ANNUAL PLAN UPDATE AND COMPLETION REPORTING

In accordance with the timetable described above, DOI's Five-Year Plan must be updated annually to ensure the five-year picture of the bureaus' deferred maintenance and capital improvement needs and plans appropriately support the President's budget request. The Five-Year Plans are to be reviewed annually for updating and the addition of a new fifth year. Any proposed projects from FY 2015 that Congress does not fund are expected to be integrated into the project listing for FY 2016.

Similarly, with these annual updates of the Five-Year Plan in the FY 2016 budget, the Department will report completions for those projects funded in FY 2010 through FY 2014 and any changes to those lists based on the following criteria:

- 1) Work already completed,
- 2) Unfunded emergency work that required immediate attention,
- 3) Changes resulting from unforeseen site conditions, and
- 4) Work that no longer needs to be accomplished.

To accomplish this, use the Project Status Report Form (Exhibit 3).

PROJECT COMPLETION GOALS

The Department's objective is to complete all construction, rehabilitation, efficiency and repair projects in a timely and efficient manner to utilize available resources to the greatest possible benefit. Bureaus should develop budget requests and project schedules to meet the project

completion goals below. These goals are not intended to prescribe or except specific procurement methods (e.g. Design-Bid-Build or Design-Build) but are defined to demonstrate appropriate timelines associated with projects of certain types.

- Estimated project cost of \$10 million or greater or highly complex projects– Schedule and request funding to allow one year for project planning, one year for design, and up to five years for construction.
- Estimated project cost of \$2 million to \$10 million – Schedule and request funding to allow up to one year for planning, one year for design, and two years for construction.
- Estimated project cost below \$2 million – Schedule and request funding to allow one year for planning and design and one year for construction.

Bureaus are to make funds available for planning and design work one or two fiscal years prior to requesting full project funding to implement construction, rehabilitation, and repair activities. In most cases this will require Bureaus to divide project requests so that planning and design is requested in one or more budget requests and completing the construction is requested in subsequent budget requests of the same project. This will allow for a full definition of project scope and cost, which will help minimize the project scope, cost, and schedule variances and ensure available funds are employed as efficiently as possible. It will also enable bureaus to meet the minimum estimate class requirements for individual projects contained in the “Project Planning and Design Requirements” section of this document.

The Full Funding Principle of the OMB Circular A-11 Capital Programming Guide provides the following direction on full funding of projects. While bureaus are permitted to phase projects over multiple fiscal years when appropriate, each phase must be complete and useable for its intended purpose. Bureaus are to ensure this direction is followed during project development and execution.

Agencies should request budget authority sufficient to complete a useful segment of a capital project (or the entire capital project, if it is not divisible into useful segments). Full funding must be appropriated before any obligations for the useful segment (or project) may be incurred.

DATA REQUIREMENTS

The requirements below apply to the following bureau programs:

BLM	MLR Deferred Maintenance and Capital Improvement Plan, O&C Deferred Maintenance Plan
OWF	Wildland Fire Management Plan
USGS	USGS Deferred Maintenance and Capital Improvement Plan
FWS	NWRS Deferred Maintenance and Capital Improvement Plan, NFHS Deferred Maintenance and Capital Improvement Plan, Construction Plan
NPS	Repair/Rehab Plan, Line-Item Construction Plan, Recreation Fee Plan
BIA	Deferred Maintenance and Capital Improvement Plan
BOR	Deferred Maintenance and Capital Improvement Plan (SOD, DM, IWRS, Construction, RAX)

Bureaus must submit project information and justification on a Project Data Sheet (Exhibit 1A) for Construction projects (and Rec Fee Capital Improvements) in the first year of the Five-Year Plan. A project scoring sheet is provided as Exhibit 1B to assist with calculating the DOI score. Bureaus must still develop Project Data Sheets for Deferred Maintenance projects but will only submit these to DOI upon request for a specific project. Construction and deferred maintenance projects for each of the five (5) years, however, should be included in summary project data sheets, Exhibit 2.

Projects that are implemented in phases over two or more years should display the cost of all project phases on the single project data sheet. For each year a phase of the project requests funding, the project data sheet should be revised to describe the work to be completed in that phase with the funds being requested.

Departmental policy found at 369DM1, “Value Engineering” directs bureaus to complete value analyses (VA) on projects estimated at \$1.0 million or more and provides reporting requirements to Reference OMB Circular A-131 Value Engineering for government-wide policy and direction.

To facilitate project review, a Summary Project Data Sheet will be prepared and submitted for each year of the Five-Year Plans. Each of the five years will be presented separately by year with projects listed in priority order by score. Provide electronic copies. The data fields required for this electronic submission and the required format are shown in the Summary Project Data Sheet (Exhibit 2) and are to be prepared in MS Excel. All electronic submittals will be sent as part of the official Bureau submission. Please be sure you have been consistent with the use of acronyms, spelling, capitalization and punctuation throughout the plan.

Detailed descriptions of the data elements on the Project Data Sheet are provided as part of the Exhibit 1C. Both the Project Data Sheet and Summary Project Data Sheet Exhibits will be part of DOI's submission to the OMB and the Congress for Construction projects. The Summary Project Data sheet will be provided to OMB under separate cover with the DOI's submission for deferred maintenance/ capital improvement plan.

REQUIRED DEFERRED MAINTENANCE & CAPITAL IMPROVEMENT ANALYSES

Bureaus are to provide a comparison of funds programmed to deferred maintenance work versus capital improvement work in the Five-Year Plan both at the project level and across each program. For each account and year, provide the following as shown in Exhibits 2 and 4:

- Project by project analysis of dollars in work type categories of Deferred Maintenance (DM) and Capital Improvement (CI).
- Report of the total Deferred Maintenance and Repair (DM&R) Backlog eliminated through program implementation.
- Total number of projects by year.
- Summary of the same information showing totals for each of the five years as well as a total for the full Five-Year Plan.
- The change that the first year's combined DM/CI program has on the overall FCI for all bureau owned Mission Critical Assets.

In addition to the hardcopy submission, an electronic copy is required.

FIVE-YEAR FUNDING LEVELS AND GENERAL GUIDANCE ON PROJECT LISTS

Bureaus should involve budget personnel in discussions about budget planning levels and ensure program funding levels align with budget direction and guidance from POB.

Bureaus shall continue to direct no less than 3% of construction budgets toward disposals and space consolidation activities and identify these projects in bureau submissions.

As budgets continue to face downward pressure, bureaus should remain mindful of the percentage of the overall program budget being programmed for Administration, Engineering Services and/or overhead activities. The Department recognizes there are costs associated with program implementation, however, over the past several years, DOI has witnessed an increase in this percentage. Bureaus should take necessary actions to ensure these administrative costs remain a minimal component of the overall program.

For dam safety projects, the bureaus with dam safety responsibilities are moving toward risk-based management to prioritize major projects. The purpose of a risk based approach will: 1) identify potential failure modes that warrant action to reduce the risk associated with them; 2) provide a systematic method of ranking potential failure events considering both likelihood and consequences of failure (risk); and 3) mitigate risks in the order of their relative magnitude. Bureaus are to cite the DOI Dam Safety rank and hazard classification when a dam is included in the Five-Year Plans. Similarly, the Bureau of Reclamation should continue progress on the Department's Dam Safety Priority List.

NPS Recreation Fee (Rec Fee) Program. NPS will submit a Five-Year Plan for all Rec Fee projects greater than \$500,000 in total cost that are 10% or more of Capital Improvement. For these projects, NPS will provide both the Summary Project Data Sheet and, for projects in the first year individual Project Data Sheets. Projects (and documents) will be reviewed by DOI and included in the annual Greenbook submission to OMB and Congress.

NPS will also submit a Five-Year Plan for all Rec Fee projects greater than \$500,000 in total cost that are real property asset related repair/rehab or in-kind replacements. For these projects, NPS will provide only the Summary Project Data Sheets to DOI. Upon DOI request, however, NPS will provide Project Data Sheets on specific projects for review. Documents will remain internal, not to be included in the annual Greenbook submission.

Projects involving construction, restoration, rehabilitation, and/or disposition must comply with Section 106 of the National Historic Preservation Act. Useful guidance for compliance, called “Requirements for Heritage Assets during the CPIC Process” is an appendix to the DOI CPIC Guide. This can be found at the following web address:

http://www.doi.gov/pam/programs/asset_management/upload/CPICguide62107.pdf

Projects that primarily are for seismic rehabilitation should be included in the Five-Year Plans in the order of the bureaus' Seismic Rehabilitation Priority Ranking Lists unless there is an overriding mission related priority that would indicate otherwise. Such projects are to be identified individually in the bureau's Five-Year plan.

The Office of Wildland Fire facility list is comprised of assets owned and maintained by the bureaus. As such, bureau representatives from Wildland Fire shall coordinate with the appropriate bureau asset managers to ensure the Five-Year Plan for Fire Facilities is in alignment with bureau priorities. Bureaus' Asset Management Office shall concur on those fire facility projects that involve facilities owned by or located on bureau land.

Upon request, bureaus should be able to identify, for DOI reporting, those work components and funding amounts in their Five-Year Plan projects that are related to:

- upgrading security and combating terrorism at mission essential facilities, monuments and dams;
- energy conservation and renewable energy elements;
- meeting the Guiding Principles for High Performance and Sustainable Buildings;
- accessibility upgrades and retrofits;
- asset disposals;
- radio facilities; and
- elimination of deferred maintenance.

Bureaus shall identify projects that were previously requested but did not receive funding.

INTERIOR BUDGET PRIORITIES

Bureaus will use the project scoring methodology in this attachment to prioritize projects. The methodology integrates the API with ranking categories to ensure assets that are a priority to mission receive highest consideration in the scoring process. The scoring methodology will allow bureaus to develop Five-Year plans that balance the achievement of the Administration initiatives, the strategy displayed on the API/FCI Analysis Chart (page three) and the Department's overall asset management program, which was developed to comply with Executive Order 13327 “Federal Real Property Asset Management”.

The DOI ranking categories are designed to be flexible enough to allow various, unrelated project types to compete based upon the relative positive outcomes and impacts associated with each. However, this flexibility can also result in misalignment of priorities if not managed appropriately. Bureaus should strengthen internal guidance for implementation and emphasize reviews of project submittals to ensure the submittals accurately portray and adequately support the resulting priorities and scores identified. Furthermore, bureaus should review the overarching themes developed and focus areas created, whether intentional or not, through the Five-Year Plan and validate these are in alignment with bureau leadership desires. For example, if a bureau's Five-Year plan programs an inordinate amount of funds towards a certain asset type or activity; the perceived emphasis may not align with bureau goals and objectives. Provide a copy of your bureau specific guidance for the 2016 cycle to PAM and POB by May 09, 2014.

For the FY 2016-2020 Five-Year Plan, DOI will continue the freeze on construction of new facilities. Bureaus are to focus investments on repair, rehabilitation, resiliency, and stabilization of existing assets, space consolidation and elimination or high cost leases, as well as replacement of assets in kind. Replacement of existing facilities must, however, include the disposal of the original asset in the scope and budget of the project.

Sustainability and Climate Change

DOI continues to work toward achieving the sustainability goals identified in Executive Order 13514, the Energy Policy Act of 2005, and the Energy Independence and Security Act of 2007. Building projects, regardless of type, must follow all applicable mandatory energy and sustainable building requirements within the scope of the project. Requirements for new and existing buildings are provided in the DOI Sustainable Building Implementation Plan and associated assessment and compliance Tool. For historic buildings, the "Guidance on Historic Buildings" column of the tool provides suggested methods for achieving compliance while maintaining historic integrity.

Furthermore, Presidential Memorandum, "Federal Leadership on Energy Management" sets new renewable energy goals for Federal agencies. DOI is required to obtain no less than 20% of total amount of electric energy consumed through renewable energy sources by 2020. Priority should be given to on-site renewable energy generation.

Furthermore, the Council on Environmental Quality recently issued guidance on implementing the requirements for "Sustainable Locations for Federal Facilities." The guidance, available at http://www.whitehouse.gov/sites/default/files/microsites/ceq/implementing_instructions_-_sustainable_locations_for_federal_facilities_9152011.pdf identifies principles which bureaus are to incorporate into facility siting decisions when they apply.

Per Executive Order 13653, *Preparing the United States for the Impacts of Climate Change*, the Department's Climate Change Adaptation Plan requires bureaus to include considerations of climate adaptation and resilience into procurement, acquisition, real property or leasing decisions. Examples of such considerations include determining whether newly built, renovated, or leased facilities are at risk of current or future flooding (such as a result of sea level rise); critical systems are located within facilities to minimize risk of flooding or damage; infrastructure such as roads are

built to withstand projected heat extremes; and facilities have back-up power systems and reliable access to necessary fuels. Additionally, the Department's Climate Change Adaptation Policy (523 DM 1) requires bureaus to develop approaches to assess vulnerability to climate change and incorporate climate change adaptation strategies into programs and operations.

As such, bureaus should validate that the scope of projects included in the Five-Year Plan appropriately address impacts identified through these vulnerability assessments and that investment decisions consider risks associated with anticipated climate change effects. In response to the Presidential Memorandum - Disposing of Unneeded Federal Real Estate, the Department partnered with OMB to develop a revised Real Property Cost Savings and Innovation Plan (also known as the Freeze the Footprint Plan). The DOI Real Property Cost Savings and Innovation Plan is a dynamic document outlining bureau and office actions that will result in cost savings associated with real property and GSA occupancy agreements. The continuous improvement and revision of this plan offers bureaus an opportunity to consider bold actions that improve efficiencies in executing missions. To the extent bureaus have coordinated and can demonstrate an integrated review of Five-Year Plans for both owned and leased assets, projects that support the goals of the DOI Real Property Cost Savings and Innovation Plan (Freeze the Footprint) may be considered for the first year of the Five-Year Plan outside of the rating criteria displayed below. For example, if through an integrated review, a bureau identifies an opportunity to replace a high cost lease by renovating an owned facility to improve utilization, the bureau is encouraged to submit this project within their construction or deferred maintenance and capital improvement plan. Such projects should be identified as a 'Real Property Cost Savings Project' in the Five-Year Plan and must be accompanied by a PDS that clearly explains how the investment will result in real savings and space consolidation for the bureau.

Projects involving health and safety components of work should be coordinated with the bureaus' safety managers, and management discretion must be used to ensure health and safety issues are addressed in accordance with the DOI Risk Assessment System, outlined in 485 Department Manual, Chapter 6. Capital improvement projects that do not address health and safety or resource protection issues (e.g. obsolescence) should be reviewed carefully before funding is requested, and any such project requesting funds must demonstrate critical support of a high priority mission need. Projects that are mitigating a RAC 1, 2 or 3 should not be included in the five year plans, as these require attention under a more aggressive timeline.

DOI Scoring Calculation

Total Project Score = $(0.4 * \text{API/FCI}) + (0.2 * \text{SB (A, B, or C)}) + (0.2 * \text{IS (A, B, C, or D)}) + (0.2 * \text{CFA (A, B, or C)})$

Bureaus are required to use the DOI Element weights listed below. Bureaus are also required to use the criteria scores within each Element unless the bureau submits to DOI for review and approval a corporate data structure and scoring model that improves upon the rigor of the DOI model while still meeting the strategic emphasis of the listed Element. Bureaus must also provide a crosswalk that illustrates how the proposed data structure will align with the DOI model.

Elements for Calculating DOI Score

I. Asset Priority Index versus Facility Condition Index (API/FCI) - Emphasizes projects that involve mission critical assets in unacceptable condition with less emphasis on non-mission critical assets.

Element weight in overall DOI score is 40%.

The element measures the relative priority of the project is based on the combination of the assets’ importance to the mission (API) and the amount of needed repair/DM relative to replacement value (FCI). This element is scored in accordance with the following criteria:

API>80 FCI≥0.15*	100
API>80 FCI<0.15*	75
API 50 - 80 FCI≥0.15*	40
API 50 - 80 FCI<0.15*	30
API <50 FCI<0.15*	5
API<50 FCI≥0.15*	0
<i>*BIA to use 0.10 for school assets</i>	

II. Scope of Benefits (SB) – Emphasizes projects that are clearly aligned with DOI, Bureau, Office and program missions, initiatives, and strategic goals.

Element weight in overall score is 20%.

This element will measure the degree to which the project (rather than the asset) demonstrates a measurable contribution to the Department’s or Bureau’s mission and strategic goals. Bureaus shall develop specific guidance for regions and field offices scoring of the following criteria:

A. Project clearly demonstrates a major and measurable contribution to established goals and objectives of the Department and the Bureau, aligning with specific outputs and outcomes detailed in the strategic plans.	100
B. Project demonstrates a moderate contribution to established goals and objectives of the Department and the Bureau.	50

C. Project contribution to established goals and objectives of the Department and Bureau is minimal or not demonstrated.	0
--	---

III. Investment Strategy (IS) – Emphasizes projects that can clearly define a positive return on investment, leverage outside interests, or reduce operation and maintenance costs. This element is structured to deemphasize projects that increase DOI operation and maintenance costs.

Element weight for overall score is 20%.

The element measures the degree to which the project supports a strategic business investment by decreasing the current operation and maintenance requirements for the Bureau (including demolition/ disposal), the project economizes current mission processes, or has significant partner contributions which reduce the cost to the Federal government. Bureaus shall develop specific guidance for regions and field offices in scoring projects in accordance with the following criteria:

A. Project investment strategy clearly demonstrates a major and measurable net savings for the Government, strongly supports financial sustainability efforts, or leverages significant non-DOI resources.	100
B. Project investment strategy demonstrates a minor reduction in operation and maintenance costs or a moderate leveraging of non-DOI resources.	50
C. Project investment strategy does not reduce operation and maintenance and does not have any matching contributions.	0
D. Project investment strategy indicates an increase in operation and maintenance costs for the organization, regardless of any resource leveraging.	-25

IV. Consequences of Failure to Act (CFA) – Emphasizes projects that have unacceptable risk levels should the project not be completed.

Element weight for overall score is 20%.

This element measures the degree of impact that may result from not completing the project. This includes risks to public or employee health and safety as well as natural or cultural resource damage. Bureaus shall develop specific guidance for regions and field offices in scoring projects in accordance with the following criteria:

A. Failure to complete this project would have major and measurable direct impacts on employee or public health and safety.	100
B. Failure to complete this project would have major and measurable direct impacts on natural or cultural resources.	50
C. Failure to complete this project would not have major and measurable direct impact on employee/ public health and safety or natural/cultural resources.	0

Example of Calculating DOI Score

Project Description: This project will provide a new collocation Administrative Office Building for the Kanab Field Office (KFO) and the Grand Staircase – Escalante National Monument (GSENM). This project will also provide a warehouse for the collocation and include a land swap in the city of Kanab.

This project will provide three contracts to private industry (design, construction, and inspection). This project will be funded in two phases:

- Phase 1 Planning and Design \$1,000,000
- Phase 2 Construction \$6,500,000

The KFO is a BLM owned facility approaching the end of the identified life-cycle with significant accessibility and maintenance issues and a utilization value of 228. The GSENM Office is a leased facility with a utilization value of 343 and can be directly associated with the available leasable facilities in the city of Kanab. Through the development of the Asset Business Plans for the KFO and the GSENM, Utah BLM has identified a situation where Office Space Utilization could be improved by the collocation of the KFO with GSENM, located in Kanab, Utah.

This project is going to dispose of an owned 6,200 sf facility and a leased 18,000 sf facility and consolidate their missions into a 13,000 sf LEED Gold building. The project will result in a net disposal of 11,200 sf. The new project will co-locate BLM personnel and improve business efficiencies that previously were duplicated or separated due to location. The project will decrease the bureau's current O&M responsibilities by a net \$200,000 a year through the reduction of the rent (\$185,000) and the O&M costs of the old facility (\$80,000); the new facility O&M cost is estimated at \$65,000.

The benefits for the co-location in Kanab, Utah will be substantial, both operational and administrative. The BLM will increase its ability to share information within natural resources and will provide the public with a one stop shop, with both offices in one building. Training and support function effectiveness will increase with BLM personnel in one office, utilizing common facilities, which will enhance the cohesiveness within the BLM organizations.

Sample Scoring of a Project: Kanab Field Office Collocation

Kanab Field Office Co-location	Project API	Project FCI	Standard Index Points	Selected Index Points	Element %	Calculated Points
API/FCI Asset Priority and Facility Condition Index						
Asset has a high API (>80) & FCI (≥.15)			100		40	0
Asset has a high API (>80) & FCI (<.15)	92	0.09	75	75	40	30
Asset has a moderate API (50-80) & FCI (≥.15)			40		40	0
Asset has a moderate API (50-80) & FCI (<.15)			30		40	0
Asset has a low API (<50) & FCI (<.15)			5		40	0
Asset has a low API (<50) & FCI (≥.15)			0		40	0
					Element Points	30.00
Scope of Benefits (SB)						
A. Project clearly demonstrates a major and measurable contribution to established goals and objectives of the Department and the Bureau, aligning with specific outputs and outcomes detailed in the strategic plans.			100	100	20	20
B. Project demonstrates a moderate contribution to established goals and objectives of the Department and the Bureau.			50		20	0
C. Project contribution to established goals and objectives of the Department and Bureau is minimal or not demonstrated.			0		20	0
					Element Points	20
Comments						
The new building will meet all the federal requirements for a federal facility on sustainability. The building fulfills the co-location and partnership initiatives of the Dept and Bureau.						
Investment Strategy (IS)						
A. Project investment strategy clearly demonstrates a major and measurable net savings for the Government, strongly supports financial sustainability efforts, or leverages significant non-DOI resources.			100	100	20	20
B. Project investment strategy demonstrates a minor reduction in operation and maintenance costs or a moderate leveraging of non-DOI resources.			50		20	0
C. Project investment strategy does not reduce operation and maintenance and does not have any matching contributions.			0		20	
D. Project investment strategy indicates an increase in operation and maintenance costs for the organization, regardless of any resource leveraging.			-25		20	0

		Element Points		20
Comments				
The completion of this project will have a substantial impact on the space requirements of the field location with a net disposal of 11,200 sf and savings of \$200,000 on annual maintenance and lease costs.				
Consequences of Failure to Act (CFA)				
A. Failure to complete this project would have major and measurable direct impacts on public or employee health and safety.	100		20	0
B. Failure to complete this project would have major and measurable direct impacts on natural or cultural resources.	50	50	20	10
C. Failure to complete this project would not have major and measurable direct impact on employee/public health and safety or natural/cultural resources.	0		20	0
		Element Points		10
Comments				
The project will eliminate multiple underground injection wells that currently pose a significant threat to downstream entities.				
Project Summary Score				
API/FCI Asset Priority and Facility Condition Index				30
Scope of Benefits				20
Investment Strategy				20
Consequences of Failure to Act				10
		Total Project Score		80

PROJECT PLANNING AND DESIGN REQUIREMENTS

Funding requests for projects in the first year of the Five-Year Plan should achieve the minimally acceptable cost estimate class in the table below prior to requesting construction funds. This will result in more thorough project planning and design and will also limit the potential for cost and schedule variance. Performance in this area is targeted for improvement in order to ensure that the greatest possible benefit is realized within available funds. Redirecting funds to address additional costs imposed by poor estimating processes is inefficient and does not support the Department’s mission or Congressional intent. Class D cost estimating should not be used for projects within the first year of the funding request.

Minimum Estimate Class When Requesting Construction Funding

Estimated Project Cost	Estimate Class (see Exhibit for definitions of cost estimate classes)
\$2 million or greater	Class B
Less than \$2 million	Class C

Bureaus should make funding available to complete project planning and design such that the estimate classes above are achieved prior to formally requesting project funds. Project development schedules should include time to receive planning and design funds and achieve the specified estimate prior to requesting project funding. Bureaus should plan to achieve the more rigorous estimate class for more complicated or unusual projects to ensure the risk of over runs is minimized after the budget request is final.

CONDITION ASSESSMENTS

The validity of the Five-Year Plan is dependent upon the bureaus having accurate, complete, and documented facilities information. In order to assure the most critical needs are being addressed, it is essential bureaus have a complete inventory of their constructed assets and they identify and document the cost of correcting the deferred maintenance needs associated with each asset included in a Five-Year Plan in a condition assessment. Department of Interior requirements for condition assessments can be found at:

http://www.doi.gov/pam/programs/asset_management/upload/PolicyDMCRV53008.pdf

Project Scoring Sheet

Project Title	Project API	Project FCI	Standard Index Points	Selected Index Points	Element %	Calculated Points
API/FCI Asset Priority and Facility Condition Index						
Asset has a high API (>80) & FCI (≥.15)			100		0.4	0
Asset has a high API (>80) & FCI (<.15)			75		0.4	0
Asset has a moderate API (50-80) & FCI (≥.15)			40		0.4	0
Asset has a moderate API (50-80) & FCI (<.15)			30		0.4	0
Asset has a low API (<50) & FCI (<.15)			5		0.4	0
Asset has a low API (<50) & FCI (≥.15)			0		0.4	0
					Element Points	0.00
Comments						

Scope of Benefits				
A. Project clearly demonstrates a major and measurable contribution to established goals and objectives of the Department and the Bureau, aligning with specific outputs and outcomes detailed in the strategic plans.	100		0.2	0
B. Project demonstrates a moderate contribution to established goals and objectives of the Department and the Bureau.	50		0.2	0
C. Project contribution to established goals and objectives of the Department and Bureau is minimal or not demonstrated.	0		0.2	0
			Element Points	0.00
Comments				

Investment Strategy				
A. Project investment strategy clearly demonstrates a major and measurable net savings for the Government, strongly supports financial sustainability efforts, or leverages significant non-DOI resources.	100		0.2	0
B. Project investment strategy demonstrates a minor reduction in operation and maintenance costs or a moderate leveraging of non-DOI resources.	50		0.2	0
C. Project investment strategy does not reduce operation and maintenance and does not have any matching contributions.	0		0.2	0
D. Project investment strategy indicates an increase in operation and maintenance costs for the organization, regardless of any resource leveraging.	-25		0.2	0
			Element Points	0.00
Comments				

Project Scoring Sheet

Project Title	Project API	Project FCI	Standard Index Points	Selected Index Points	Element %	Calculated Points
Consequences of Failure to Act						
A. Failure to complete this project would have major and measurable direct impacts on employee or public health and safety.			100		0.2	0
B. Failure to complete this project would have major and measurable direct impacts on natural or cultural resources.			50		0.2	0
C. Failure to complete this project would not have major and measurable direct impacts on employee/public health and safety or natural/cultural resources.			0		0.2	0
					Element Points	0.00
Comments						
API/FCI Asset Priority and Facility Condition Index						0.00
Scope of Benefits						0.00
Investment Strategy						0.00
Consequences of Failure to Act						0.00
						Total Project Score
						0.00

Project Data and Scoring Sheet Instructions

A. Project Data Sheets

1. Completely fill out PDS.
2. All four ranking categories must be used.
3. Round dollar amounts to the nearest thousand.
4. Provide the DOI Asset Code, FRPP Unique Id number, API, and FCI's for each asset being worked on.
5. Submissions can be more than one page.
6. Submit a separate project data sheet for each phase of a project. A phased project must have the same title for all phases, except to identify the phase. Phased projects must have the same write up for all phases. The write up must identify the work to be completed under each phase and should show the funding breakdown in the Project Description portion of the PDS. The funding information in the Project Funding History portion of the PDS needs to reflect the phased funding.

B. Procedures for Preparing the Project Data Sheet (See PDS form Exhibit 1A)

1. **Total Project Score/Ranking:** Enter the total score as determined in Exhibit 1B.
2. **Planned Funding FY:** Enter the fiscal year that you are requesting funding.
3. **Funding Source:** Type in the appropriate designation whether this project is submitted for DM or construction funding.
4. **Project Identification Section**
 - a. **Project Title:** A brief (100 characters or less) title of the project. The location and/or facility name of the property should be included, as well as descriptive words to indicate the action(s) being taken. Choose titles that reflect the funding categories/sub activities (i.e., DM, Construction).

Examples:

 - Kanab Field Office Construction Phase 1
 - Kanab Field Office Construction Phase 2
 - Lewis Mountain Camp Ground Repairs
 - b. **Project Number:** This is an optional field for bureau use.
 - c. **Unit/Facility Name:** The name of the unit, facility, or location at which the project is to be accomplished.
 - d. **Region/Area/District:** The Region, Area, or District within which a facility is located.

Project Data and Scoring Sheet Instructions

- e. **Congressional District:** The Congressional District in which the facility is located.
 - f. **State:** Two letter postal abbreviation of the State where the facility is located.
5. **Project Justification Section**
- a. **DOI Asset Codes:** List the DOI Asset Code for each asset.
 - b. **FRPP Unique Id Number:** List the identifier used in the Federal Real Property Profile for each constructed asset involved in the project.
 - c. **Asset Priority Index:** List the API for each asset involved in the project. For projects that include multiple assets, provide a weighted API based upon the proportion of project cost elements associated with each asset.
 - d. **FCI Before:** The FCI of the constructed asset(s) involved in the project, calculated using the most current deferred maintenance and current replacement value (CRV) figures available. List an FCI for each constructed asset that is involved in the project.
 - e. **FCI Projected:** List a projected FCI for each asset. This must be a number. It cannot be “NA.” New assets are “0”.

The FCI-Projected number must be calculated. For each asset in the Project Justification section, obtain the CRV dollar amount, FCI (which is the FCI before number), and the current total of deferred maintenance planned.

Subtract the Estimated Construction Cost (ECC) for the asset from the total planned DM, divided by the CRV.

$$\text{FCI-Projected} = \frac{(\text{Total DM} - \text{Asset ECC})}{\text{CRV}}$$

6. **Project Description**

This section is used to provide a brief, but complete, description of the work to be accomplished. The description should be detailed, yet non-technical, such that the public at large would understand what exactly is being done with the funds requested.

This section must include the following:

- The description should include any project phases and basic information of what is being done; i.e. miles of road, square feet of building, etc.
- Describe what is being done to mitigate the problem until it is repaired if it is assessed as a mission critical asset.

Project Data and Scoring Sheet Instructions

- Include any disposition information on any existing assets tied to the project.
- a. **Scope of Benefits (SB):** Include specific section or references of goals or requirements that directly aligns with the project's need.
 - b. **Investment Strategy (IS):** Provide a clear and concise justification for the project that shows the overall cost benefit of the project. Does the project support the funding priorities of the Bureau? Can the Bureau support the project in a decreasing funding environment? Is there a positive return on the investment? Does the project decrease the current operational and maintenance requirement for the Bureau through demolition or disposal or does the project economize the current processes? Projected O & M projections must be included as a comparison to current expenses. New building work must include square footage data.
 - c. **Consequences of Failure to Act (CFA):** The determination of the effects a project may have on facilities, personnel, and natural or cultural resources must be clearly stated and supporting documentation must be included for maximum points.

This element highlights the consequences if action is not taken to remedy a current condition. Does the project improve or repair a health and safety hazard, repair a code violation or issue, protect a natural resource, or improve the condition of a mission priority?

- d. **Ranking Categories:** Use the definitions and category scores to fill out the Project Scoring Sheet (PSS) for each of the four categories. The percentages must add up to 100%. All 4 ranking categories must be used. Round the ranking factor to two decimal points.

Combined Ranking Factor (CRF) = (.40 x API/FCI score) + (.20 x SB score) + (.20 x IS score) + (.20 x CFA score)

- e. **Capital Asset Planning:** OMB requires preparation of a Capital Asset Plan and Justification (Exhibit 300 in OMB Circular A-11) for major capital acquisitions. The Department has determined that Exhibit 300s should be prepared in eCPIC for any construction project whose total project cost is \$2 million or greater, with those greater than \$10 million being reviewed and submitted to OMB. Enter "YES" or "NO" in the PDS.
- f. **Value Engineering:** A value engineering analysis is required for projects with a total project cost (as defined on the PDS) of \$1 million or more. Indicate whether a value engineering study is required for this project per Departmental Manual Part 369, OMB Circular A-131, and Public Law 104-106.

Type: Enter "C" for conceptual/planning VE analysis and "D" for a VE analysis performed on a design that is 15% - 40% complete. If both types of VE analysis will be performed, enter "C; D".

Scheduled: Enter the fiscal year the VE analysis is scheduled. If both a

Project Data and Scoring Sheet Instructions

conceptual and design VE analysis will be performed, enter both dates, such as “FY12; FY14”.

Completed: Enter the fiscal year the VE analysis was completed. If both conceptual and design is performed, enter both completion dates, such as “FY12; FY14”.

- g. **Total Project Score:** Enter the Total Project Score from the Project Scoring Sheet.

7. **Project Cost and Status Section**

a. **Project Cost Estimate:**

- **Deferred Maintenance Work:** This is the estimated cost and percentage of all DM needs.
- **Capital Improvement Work:** This is the estimated cost and percentage of all CI needs.
- **Total:** Cost and percentage of DM plus CI needs.

- b. **Class of Estimate:** Categorize the status of current cost estimates of CI and DM projects A, B or C. Class D should not be used for projects in the first year of the 5-Year Plan.

- **Estimate Escalated to FY (mm/yy):** This is the date (month and year) on which the current cost estimate will expire. Estimate should be valid for at least 2 years.

c. **Project Funding History:**

- **Appropriated to Date:** This is previous years funding needs, and should only be used for phased projects. This is the amount already requested for previous phases.
- **Requested in FY xx Budget:** “xx” is the first year of the submission year, i.e. for 2016 – 2020 plan, use “16”. This is the current year funding needs for the project or phase described in the PDS.
- **Future Funding to Complete Project:** This is out year funding needs, and should only be used for phased projects. This is the amount to be requested for future phases.
- **Total:** This is the total funding needs for the project (the sum of all of the above).

d. **Planning and Design Funds:**

- **Planning Funds Received in FY: __ \$__**

Project Data and Scoring Sheet Instructions

Specify the fiscal year (FY) planning funds were received. The FY should be in “YY” format. If no planning funds have been received, enter “NA” for the FY.

- **Design Funds Received in FY :__ \$ __**
Specify the FY design funds were received and the amount received. The FY should be in “YY” format. If no design funds have been received, enter “NA” for the FY.

e. Dates:

- **Construction Start/Award:** This is the projected date construction is planned or scheduled to begin. Fill in scheduled with mm/yy. Fill in the Actual, if known, with mm/yy.
- **Project Complete:** This is the projected date construction is planned to be completed. Fill in scheduled with mm/yy.

f. Project Data Sheet:

- **Prepared/Last Updated:** This is the date (by month, year) that the last significant alteration of data was made on this particular record by the originating office.

g. DOI Approved: Yes or No.

- For all projects submitted for the initial review this field should be blank.
- This field should be Yes prior to submittal for the Congressional Justification.

8. Annual Operation & Maintenance Costs

- Current:** This should be provided in the bureau maintenance management system. For a new asset, enter “0”.
- Projected:** Provide the projected annual costs for the assets in the scope of work.
- Net Change:** From above, Projected minus Current. Provide the net change, including sign (+/-).

[Bureau Name]
 Summary Project Data Sheet for [insert program name, i.e. Construction, DMCI, Rec Fee]

Plan Fund Year	Priority	Region/ Area/ District	Facility or Unit Name	Project Title	State	Cong. District	Total DOI Score	Scoring Categories				Project Cost Distribution			Change in Annual O&M Costs (\$)
								API/ FCI Score	SB Score	IS Score	CFA Score	DM (\$000)	CI(\$000)	Total (\$000)	
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
															\$0
Total for Fiscal Year XXXX													\$	\$	

Format

- Text Times New Roman 10
- Column Headers Fill: White, background 1, Darker 15%
- Lines in Column
- Header: Thinnest solid line with automatic color
- Lines in Data: Thinnest solid line with White, background 1, Darker 25%

Columns that are centered: Plan Fund Year, Priority, Region, State, Cong. District, Total DOI Score, and All Scoring Categories.
 Columns that are left justified: Facility or Unit Name, and Project Title.
 Columns that are right justified: All project cost distribution and Change in Annual O&M Costs.

Deferred Maintenance vs. Capital Improvement
Five-Year Plan Analysis
(\$000)

Bureau: _____			
Appropriation: _____			
Date: _____			
	DM	CI	Totals
FY 2016			
\$			
%			
DM&R Backlog Eliminated (\$000s)			
FCI of MC Assets*			
FY 2017			
\$			
%			
DM&R Backlog Eliminated (\$000s)			
FCI of MC Assets*			
FY 2018			
\$			
%			
DM&R Backlog Eliminated (\$000s)			
FCI of MC Assets*			
FY 2019			
\$			
%			
DM&R Backlog Eliminated (\$000s)			
FCI of MC Assets*			
FY 2020			
\$			
%			
DM&R Backlog Eliminated (\$000s)			
FCI of MC Assets*			

* For FCI estimate the Facilities Condition Index (to four decimal places) resulting from the implementation of programs in the year shown. This should represent the FCI of bureau owned Mission Critical buildings and structures only.