

Use Case 020.RPM.L1.04 Capital Improvements to High Security Real Property		
<b>End-to-End Business Process:</b> 020.Acquire-to-Dispose		
<b>Business Scenario(s) Covered</b>		
<ul style="list-style-type: none"> <li>L1.02 Buildings</li> <li>L1.04 High Security Real Property</li> <li>L1.09 Real Property Design-Build</li> </ul>	<ul style="list-style-type: none"> <li>L1.12 Real Property Capital Improvement</li> <li>L1.17 Real Property Preventive Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>L1.18 Periodic Safety, Security, and Environmental Inspections</li> <li>L1.19 Critical Component Failure</li> </ul>
<b>Business Actor(s):</b>		
Agency Mission Program Office, Agency Real Property Office, Agency Finance Office, Agency Procurement Office		
<b>Synopsis</b>		
<p>Periodic safety, security, and environmental inspection information for a federally owned high security building is evaluated, and several improvements, including those for accessibility, structural issues, and other modifications necessary to continue to meet an agency's high security needs, are identified. A business needs statement describing the improvements needed by the federally owned high security building to continue to meet the agency's mission needs is developed and provided. The business needs statement is evaluated alongside alternative acquisition approaches for fulfilling the agency's need for high security space based on risks, high-level cost estimates, and funding. A determination is made that the most plausible alternative for meeting the agency's mission needs is to perform capital improvements to the federally owned high security building to address accessibility, structural issues, and other modifications necessary to continue to meet the agency's high security needs. A feasibility assessment is conducted, and the results support the viability of making capital improvements to the federally owned high security building. Cost estimates for the capital improvement project are refined, financial analyses are completed, and a business case is developed. Project management documents and a program of requirements for the capital improvement project are developed. A prospectus funding proposal is developed and submitted for Office of Management and Budget (OMB) and Congressional approval. After receiving approval for the capital improvement project, acquisition package information for the selection of a contractor to design and construct the capital improvements is developed and provided to acquisition. Offeror proposals for the design and construction of the capital improvements are received and evaluated, and a potential offeror is recommended. Input on contract terms and conditions for the design and construction of the capital improvements is developed and provided to acquisition, and the contract is awarded. Alternative designs for the construction of the capital improvements are received from the contractor, evaluated, and a plausible alternative design is determined. A detailed design plan for the construction of the capital improvements, including specifications, is received from the contractor, evaluated, and approved. Construction progress information for the capital improvements is evaluated, and no issues or concerns are identified. Following completion of the improvements, inspections and testing are completed satisfactorily, and the improvements to the building are accepted.</p> <p>The preventive maintenance plan and schedule for the federally owned high security building is updated to reflect the completion of the capital improvements. Periodically, in accordance with the preventive maintenance plan for the building, preventive maintenance is performed. At a later date, a service request is received indicating that the building's heating, ventilation, and air conditioning (HVAC) system has stopped working, and a plan detailing actions necessary to repair the HVAC system is developed. Progress information for repairs to the HVAC system is evaluated, and no issues or concerns are identified. Inspections and testing of the HVAC system are conducted, and a determination is made that the problems have been resolved.</p>		
<b>Assumptions and Dependencies</b>		
<p><u>General FIBF</u></p> <p>1.1 There is no presumption as to which events are executed by which business actor.</p> <p>1.2 There is no presumption as to which events are automated, semi-automated, or manual.</p> <p>1.3 There may or may not be automated (near/real-time or batch) interfaces between service areas/functions/activities and between provider solutions/systems.</p> <p>1.4 All predecessor events required to trigger the Initiating Event have been completed.</p> <p><u>Business Use Case Specific</u></p> <p>2.1 Any of the business actors performing an RPM event have access to the RPM solution/service.</p> <p>2.2 Any of the business actors performing an ACQ event have access to the ACQ solution/service.</p> <p>2.3 Any of the business actors performing an FFM event have access to the FFM solution/service.</p> <p>2.4 The commitment, obligation, and disbursement of funds is executed by FFM based on a request from ACQ which receives input from RPM.</p> <p>2.5 Government-wide and agency-specific real property regulations, policies, guidance, and standards have been established.</p> <p>2.6 The agency's real property program strategy and plans have been established.</p> <p>2.7 Benchmark cost information for alternative acquisition methods exists.</p> <p>2.8 The agency has alternative space available to satisfy the swing space relocation needs of the high security building's existing tenants.</p> <p>2.9 The agency has the authority to acquire resources to execute capital improvements on its own behalf rather than through GSA.</p> <p>2.10 The estimated cost of modifications to the high security building meet the threshold for capital improvements.</p> <p>2.11 There is an existing multiple order contract vehicle for Program Development Study development services appropriate for use by the capital improvement project.</p> <p>2.12 The agency uses a one-step funding process for the authorization of the design and construction of the capital improvements.</p> <p>2.13 The design and construction of capital improvements to the federally owned high security building are completed by the same contractor.</p> <p>2.14 The agency has resources available through an existing contract for maintenance and repairs to the federally owned high security building, rather than through GSA's services.</p>		

#### Federal Records Management

- 3.1 In accordance with National Archives General Records Schedules (GRS) and other Federal records management standards, the types of digital objects received or created during RPM events (Business Use Case Inputs or Outputs) that are considered RPM Federal records (ERM.010.010, ERM.010.020) are specified with a superscript (FR).
- 3.2 For each type of RPM Federal record, a retention period is established (ERM.010.030) and, if special circumstances occur such as an order, law, or business justification, a temporary Federal records retention period is changed (ERM.030.040) or a permanent Federal record retention period is extended (ERM.040.040).
- 3.3 During the retention period of an RPM Federal record: appropriate access levels are maintained (ERM.020.010); associated metadata (e.g., record identifier, creator, creation date, security classification, access rights) and an audit trail of changes to Federal record content, metadata, and access level are maintained (ERM.020.020); if a litigation hold is placed, the Federal record is locked down until the litigation hold is lifted to ensure no changes can be made (ERM.020.030); if needed to satisfy a Freedom of Information Act, Congressional, or e-discovery request, the Federal record is made available (ERM.020.040); and if needed because of technology obsolescence, the Federal record is migrated to another repository to serve out its retention period (ERM.020.050).
- 3.4 Once an RPM Federal record has met its records retention period, it is disposed (ERM.030.010, ERM.030.020, ERM.030.030) or transferred to NARA (ERM.040.010, ERM.040.020, ERM.040.030).

#### Initiating Event

Periodic safety, security, and environmental inspections of an aging, federally owned high security building are completed.

**Typical Flow of Events**

#	RPM Event	Non-RPM Event	Input(s)	Output(s) / Outcome(s)
1	<ul style="list-style-type: none"> <li>a. Evaluate safety, security, and environmental assessment inspection and testing results information for the federally owned high security building; identify risks, issues, and concerns; and record results (RPM.040.050 Real Property Security, Safety, and Environmental Management)</li> <li>b. Determine and document updates to the real property asset record based on the federally owned high security building's safety, security, and environmental risks, issues, and concerns (RPM.040.050 Real Property Security, Safety, and Environmental Management)</li> <li>c. Update the federally owned high security building's real property asset record to reflect its safety, security, and environmental risks, issues, and concerns (RPM.040.010 Real Property Asset Information Management)</li> <li>d. Provide updates to the real property asset record to the real property asset inventory and the OMB-designated repository (RPM.040.010 Real Property Asset Information Management)</li> </ul>		<ul style="list-style-type: none"> <li>• Safety, security, and environmental assessment inspection and testing results information<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation results for the federally owned high security building's safety, security, and environmental assessment inspection and testing results information<sup>(FR)</sup></li> <li>• Federally owned high security building's safety, security, and environmental risks, issues, and concerns<sup>(FR)</sup></li> <li>• Updates to the real property asset record<sup>(FR)</sup></li> </ul>

2	<p>a. Retrieve and evaluate real property asset record information; identify the federally owned high security building with safety, security, and environmental risks, issues, and concerns; and record results (RPM.040.010 Real Property Asset Information Management)</p> <p>e. Evaluate federally owned high security building with safety, security, and environmental risks, issues, and concerns to determine improvement requirements, including those for accessibility, structural issues, and other modifications necessary to continue to meet high security needs (RPM.040.010 Real Property Asset Information Management)</p> <p>f. Develop, document, and provide request to address the federally owned high security building's improvement requirements, including those for accessibility, structural issues, and other modifications necessary to continue to meet high security needs (RPM.020.010 Real Property Asset Needs Determination)</p>		<ul style="list-style-type: none"> <li>Real property asset record information</li> </ul>	<ul style="list-style-type: none"> <li>Real property asset record evaluation results<sup>(FR)</sup></li> <li>Identified federally owned high security building with safety, security, and environmental risks, issues, and concerns Federally owned high security building's improvement requirements, including those for accessibility, structural issues, and other modifications necessary to continue to meet high security needs<sup>(FR)</sup></li> <li>Request to address the federally owned high security building's improvement requirements, including those for accessibility, structural issues, and other modifications necessary to continue to meet high security needs<sup>(FR)</sup></li> </ul>
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3	<p>Develop and document business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space (RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Request to address the federally owned high security building's improvement requirements, including those for accessibility, structural issues, and other modifications necessary to continue to meet high security needs<sup>(FR)</sup></li> <li>• Real property project information similar to request</li> </ul>	<ul style="list-style-type: none"> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> </ul>
4	<p>a. Retrieve and evaluate real property inventory information against the business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space, and record results</p> <p>a. Determine that none of the existing sites from the current real property inventory can meet the real property project's need for high security space (RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> <li>• Real property inventory information</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation results for real property inventory information<sup>(FR)</sup></li> <li>• Determination that none of the existing sites from the current real property inventory can meet the real property project's need for high security space<sup>(FR)</sup></li> </ul>

5	<p>a. Determine and document information about potential alternative acquisition approaches for fulfilling the real property project's need for high security space, including performing improvements to the federally owned high security building</p> <p>b. Develop, document, and provide evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space for mission program review and feedback</p> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Determination that none of the existing sites from the current real property inventory can meet the real property project's need for high security space<sup>(FR)</sup></li> <li>• Evaluation criteria information used for similar real property projects</li> </ul>	<ul style="list-style-type: none"> <li>• Information about potential alternative acquisition approaches for meeting the real property project business needs, including making improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>
6	<p>a. Receive and review evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>c. Develop, document, and provide mission program feedback on evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Mission program feedback on evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>

7	<p>a. Receive and review mission program feedback on evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>g. Evaluate market research information against evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>h. Determine and document risks associated with potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>i. Develop and document risk mitigation strategies associated with potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>j. Develop and document high-level cost estimates and financial analyses for potential alternative acquisition approaches for meeting the real property project's need for high security space</p> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Mission program feedback on evaluation criteria for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• Potential alternative acquisition approaches for meeting the real property project business needs, including making improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Cost information from similar real property projects</li> <li>• Labor and other direct cost information<sup>(FR)</sup></li> <li>• Market research information<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Market research information evaluation results<sup>(FR)</sup></li> <li>• Risks associated with potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• Risk mitigation strategies associated with potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• High-level cost estimates and financial analyses for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>
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8	<p>a. Collaborate to evaluate potential alternative acquisition approaches against evaluation criteria and supporting information to determine plausible acquisition approaches and record results</p> <p>k. Determine and document that the plausible acquisition approach for meeting real property project business needs is to perform capital improvements to the federally owned high security building</p> <p>l. Route plausible approach for fulfilling the real property project's need for high security space for mission program review and approval (RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Risks associated with alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• Risk mitigation strategies associated with alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• High-level cost estimates and financial analyses for alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• Types and sources of available funding and resources for alternative acquisition approaches for fulfilling the real property project's need for high security space</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative acquisition approaches against evaluation criteria and supporting information evaluation results<sup>(FR)</sup></li> <li>• Plausible acquisition approach for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>
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9	<p>a. Receive and review plausible acquisition approach for meeting the real property project's need for high security space</p> <p>m. Develop, document, and provide mission program approval of plausible acquisition approach for meeting the real property project's need for high security space</p> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>Plausible acquisition approach for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Mission program approval of plausible acquisition approach for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>
10	<p>a. Capture impact information associated with capital improvements to the federally owned high security building</p> <p>n. Evaluate impacts of capital improvements to the federally owned high security building, develop impact mitigation strategies, and record results</p> <p>o. Develop, document, and provide viability information concerning capital improvements to the federally owned high security building</p> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>	2	<ul style="list-style-type: none"> <li>Mission program approval of plausible acquisition approach for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>Impact information for the federally owned high security building capital improvement project</li> </ul>	<ul style="list-style-type: none"> <li>Impact information associated with capital improvements to the federally owned high security building evaluation results<sup>(FR)</sup></li> <li>Impact mitigation strategies for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>Viability information concerning capital improvements to the federally owned high security building<sup>(FR)</sup></li> </ul>

11	<ul style="list-style-type: none"> <li>a. Capture feasibility assessment and supporting information for the federally owned high security building capital improvement project</li> <li>b. Evaluate feasibility assessment and supporting information for the federally owned high security building capital improvement project, determine viability, and record results</li> <li>c. Determine and document that the selected acquisition approach for meeting the real property project's need for high security space is to perform capital improvements to the federally owned high security building</li> </ul> <p>(RPM.020.020 Real Property Project Feasibility Analysis)</p>		<ul style="list-style-type: none"> <li>• Feasibility assessment and supporting information for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Viability of capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Feasibility assessment and supporting information for the federally owned high security building capital improvement project evaluation results<sup>(FR)</sup></li> <li>• Selected acquisition approach for meeting the real property project's need for high security space<sup>(FR)</sup></li> </ul>
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12	<ul style="list-style-type: none"> <li>a. Develop, document, and provide refined cost estimates and financial analyses for the federally owned high security building capital improvement project</li> <li>a. Develop business case for the federally owned high security building capital improvement project, route for approval, and document results (RPM.020.030 Real Property Project Planning)</li> </ul>		<ul style="list-style-type: none"> <li>• Feasibility assessment and supporting information for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Market and benchmark cost information relevant to capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• High-level cost estimates and financial analyses for potential alternative acquisition approaches for meeting the real property project's need for high security space<sup>(FR)</sup></li> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Refined cost estimates and financial analyses for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Approved business case for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
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13	<ul style="list-style-type: none"> <li>a. Determine swing space relocation needs of existing tenants of the high security building, identify available alternative space for relocation, and document results</li> <li>b. Develop project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project, route for review and approval, and document results</li> <li>a. Develop, document, and provide program of requirements for the federally owned high security building capital improvement project for mission program review and feedback</li> </ul> <p>(RPM.020.030 Real Property Project Planning)</p>		<ul style="list-style-type: none"> <li>• Available alternative space information<sup>(FR)</sup></li> <li>• Approved business case for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> <li>• Real property project stakeholder roles and communications needs</li> </ul>	<ul style="list-style-type: none"> <li>• Swing space relocation needs of the high security building's existing tenants<sup>(FR)</sup></li> <li>• Available space for relocation of existing tenants<sup>(FR)</sup></li> <li>• Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
14	<ul style="list-style-type: none"> <li>a. Receive and review program of requirements for the federally owned high security building capital improvement project</li> <li>b. Develop, document, and provide mission program feedback on program of requirements for the federally owned high security building capital improvement project</li> </ul> <p>(RPM.020.030 Real Property Project Planning)</p>		<ul style="list-style-type: none"> <li>• Program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Mission program feedback on program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
15	<ul style="list-style-type: none"> <li>a. Receive and review mission program feedback on program of requirements for the federally owned high security building capital improvement project</li> <li>b. Update program of requirements for the federally owned high security building capital improvement project and document results</li> <li>c. Develop and document initial high-level design for the federally owned high security building capital</li> </ul>		<ul style="list-style-type: none"> <li>• Mission program feedback on program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Business needs</li> </ul>	<ul style="list-style-type: none"> <li>• Updated program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Initial high-level design for the federally owned high security building capital</li> </ul>

improvement project

- d. Determine and document that the capital improvements to the federally owned high security building exceed the prospectus threshold  
(RPM.020.030 Real Property Project Planning)

statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup>

- improvement project<sup>(FR)</sup>
- Determination that the capital improvements to the federally owned high security building exceed the prospectus threshold<sup>(FR)</sup>

- Refined cost estimates and financial analyses for the federally owned high security building capital improvement project<sup>(FR)</sup>
- Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup>
- Feasibility assessment and supporting information for the federally owned high security building capital improvement project<sup>(FR)</sup>

- 16
- a. Determine and document resources needed to support the development of a Program Development Study for the federally owned high security building capital improvement project
- b. Develop and document scope of work for resources

- Determination that the capital improvements to the federally owned high security building
- Resources needed to support the development of a Program Development Study for the federally owned high security

	<p>needed to support the development of a Program Development Study for the federally owned high security building capital improvement project</p> <p>d. Develop and provide input for procurement request for purchase of resources to support the development of a Program Development Study, including supporting documentation (e.g., approach and scope of work for study)</p> <p>(RPM.020.030 Real Property Project Planning)</p>		<p>exceed the prospectus threshold<sup>(FR)</sup></p> <ul style="list-style-type: none"> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> <li>• Refined cost estimates and financial analyses for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Feasibility assessment and supporting information for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<p>building capital improvement project</p> <ul style="list-style-type: none"> <li>• Scope of work for resources needed to support the development of a Program Development Study for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Input for procurement request for purchase of resources to support the development of the Program Development Study, including supporting documentation (e.g., approach and scope of work for study)<sup>(FR)</sup></li> </ul>
			security building capital improvement project <sup>(FR)</sup>	

17		<p>a. Develop and submit procurement request for purchase of resources to support the development of the Program Development Study, receive and route for review and approval, and verify availability of and request commitment of funds (ACQ.030.040 Procurement Request &amp; Funding)</p> <p>e. Issue Request for Quote (RFQ) for resources to support the development of the Program Development Study (ACQ.030.050 Solicitation)</p> <p>f. Receive and evaluate quote for resources to support the development of the Program Development Study (ACQ.040.010 Proposal Evaluation)</p> <p>g. Verify availability of and request obligation of funds, issue task order for resources to support the development of the Program Development Study, and execute task order (ACQ.040.040 Contract Award)</p>	<ul style="list-style-type: none"> <li>• Scope of work for resources needed to support the development of the Program Development Study for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Input for procurement request for purchase of resources needed to support the development of the Program Development Study, including supporting documentation (e.g., approach and scope of work for study)<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Approved procurement request with supporting documentation for purchase of resources to support the development of the Program Development Study<sup>(FR)</sup></li> <li>• Executed task order for resources to support the development of the Program Development Study<sup>(FR)</sup></li> </ul>

18	<ul style="list-style-type: none"> <li>a. Capture draft Program Development Study, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project</li> <li>b. Develop, document, and provide feedback on draft Program Development Study results, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project</li> </ul> <p>(RPM.020.030 Real Property Project Planning)</p>		<ul style="list-style-type: none"> <li>• Draft Program Development Study results, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on draft Program Development Study results, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
19	<ul style="list-style-type: none"> <li>a. Receive and review updated Program Development Study results, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project</li> <li>b. Determine, document, and provide updates to the project management plan, feasibility study, and initial high-level design based on Program Development Study</li> <li>p. Determine, document, and provide acceptance information concerning Program Development Study development services</li> <li>c. Develop, document, and submit prospectus funding proposal for the federally owned high security building capital improvement project for inclusion in agency budget formulation</li> </ul> <p>(RPM.020.030 Real Property Project Planning)</p>		<ul style="list-style-type: none"> <li>• Updated Program Development Study, including an implementation plan and detailed budget, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Updates to the project management plan, feasibility study, and initial high-level design based on Program Development Study<sup>(FR)</sup></li> <li>• Acceptance information concerning Program Development Study development services<sup>(FR)</sup></li> <li>• Prospectus funding proposal for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>



		<ul style="list-style-type: none"> <li>a. Develop and document receipt and acceptance of Program Development Study development services and issue acceptance to Program Development Study contractor (ACQ.040.020 Documentation of Delivery/Acceptance)</li> <li>q. Receive and review invoice for final payment for construction services, route for approval, and verify availability of and request disbursement of funds (ACQ.050.040 Contract Closeout)</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptance information concerning Program Development Study development services<sup>(FR)</sup></li> <li>• Invoice for payment for Program Development Study development services<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Request for disbursement of funds for invoice for payment for Program Development Study development services<sup>(FR)</sup></li> </ul>
<b>20</b>	<ul style="list-style-type: none"> <li>a. Receive and review prospectus funding proposal for the federally owned high security building capital improvement project</li> <li>b. Determine and document updates necessary to agency capital budget request to include the prospectus funding proposal for the federally owned high security building capital improvement project</li> <li>c. Develop, document, and submit agency budget request, including the prospectus funding proposal for the federally owned high security building capital improvement project and other agency capital program projects, for OMB approval (RPM.010.010 Real Property Program Strategy and Planning)</li> </ul>		<ul style="list-style-type: none"> <li>• Prospectus funding proposal for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Agency budget request, including the prospectus funding proposal for the federally owned high security building capital improvement project, and other capital program projects<sup>(FR)</sup></li> </ul>

21	<p>Develop and provide input for procurement request, including supporting documentation (e.g., project management documents, program of requirements), for purchase of commissioning services (RPM.020.050 Real Property Acquisition Preparation)</p>		<ul style="list-style-type: none"> <li>• Signed Congressional Budget Resolution<sup>(FR)</sup></li> <li>• Business needs statement describing the improvements needed by the federally owned high security building, including the agency's mission need for high security space<sup>(FR)</sup></li> <li>• Refined cost estimates and financial analyses for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Project budget information for similar construction projects</li> </ul>	<ul style="list-style-type: none"> <li>• Input for procurement request, including supporting documentation, for purchase of commissioning services<sup>(FR)</sup></li> </ul>
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22		<ul style="list-style-type: none"> <li>a. Develop and submit procurement request with supporting documentation for the purchase of commissioning services</li> <li>h. Receive procurement request with supporting documentation for the purchase of commissioning services, route for review and approval, and verify availability of and request commitment of funds</li> </ul> <p>(ACQ.030.040 Procurement Request &amp; Funding)</p>	<ul style="list-style-type: none"> <li>• Input for procurement request, including supporting documentation, for purchase of commissioning services<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Approved procurement request for purchase of commissioning services<sup>(FR)</sup></li> <li>• Request for commitment of funds for purchase of commissioning services</li> </ul>
23	<ul style="list-style-type: none"> <li>a. Consolidate commissioning services acquisition package information for the federally owned high security building capital improvement, route for review and approval, and document results</li> <li>c. Provide commissioning services acquisition package information</li> </ul> <p>(RPM.020.050 Real Property Acquisition Preparation)</p>		<ul style="list-style-type: none"> <li>• Approved procurement request for purchase of commissioning services<sup>(FR)</sup></li> <li>• Updated program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Commissioning services acquisition package information<sup>(FR)</sup></li> </ul>

24		<ul style="list-style-type: none"> <li>a. Receive commissioning services acquisition package information and develop solicitation for commissioning services (ACQ.030.050 Solicitation)</li> <li>d. Issue solicitation for commissioning services (ACQ.030.050 Solicitation)</li> <li>e. Receive and evaluate offeror commissioning services proposals for completeness and compliance and record results (ACQ.040.010 Proposal Evaluation)</li> <li>f. Provide offeror commissioning services proposals for review (ACQ.040.010 Proposal Evaluation)</li> </ul>	<ul style="list-style-type: none"> <li>• Commissioning services acquisition package information<sup>(FR)</sup></li> <li>• Offeror commissioning services proposals</li> </ul>	<ul style="list-style-type: none"> <li>• Commissioning services solicitation</li> <li>• Offeror commissioning services proposals<sup>(FR)</sup></li> </ul>
25	<ul style="list-style-type: none"> <li>a. Evaluate offeror commissioning services proposals against evaluation criteria, determine plausible offeror, and record results</li> <li>g. Develop, document, and provide recommendations for plausible offeror and input on contract terms and conditions, including preliminary commissioning plan (RPM.030.010 Real Property Asset Acquisition)</li> </ul>		<ul style="list-style-type: none"> <li>• Offeror commissioning services proposals<sup>(FR)</sup></li> <li>• Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations for plausible commissioning services offeror and input on contract terms and conditions, including preliminary commissioning plan<sup>(FR)</sup></li> </ul>

<b>26</b>		Develop, document, and provide commissioning services award, including terms and conditions, for review and approval (ACQ.040.040 Contract Award)	<ul style="list-style-type: none"> <li>Recommendations for plausible commissioning services offeror and input on contract terms and conditions, including preliminary commissioning plan<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Commissioning services award, including terms and conditions<sup>(FR)</sup></li> </ul>
<b>27</b>	a. Receive and review commissioning services award, including terms and conditions h. Develop, document, and provide approval of commissioning services award, including terms and conditions, and document results (RPM.030.010 Real Property Asset Acquisition)		<ul style="list-style-type: none"> <li>Commissioning services award, including terms and conditions<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Approval of commissioning services award, including terms and conditions<sup>(FR)</sup></li> </ul>
<b>28</b>		Verify availability of and request obligation of funds, issue commissioning services award, and execute contract (ACQ.040.040 Contract Award)	<ul style="list-style-type: none"> <li>Approval of commissioning services award, including terms and conditions<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Request for obligation of funds for purchase of commissioning services</li> <li>Executed commissioning services contract<sup>(FR)</sup></li> </ul>

29	<p>Develop and provide input for procurement request, including supporting documentation (e.g., project management documents, program of requirements), for purchase of construction services for the federally owned high security building capital improvement project (RPM.020.050 Real Property Acquisition Preparation)</p>		<ul style="list-style-type: none"> <li>• Business needs statement for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Refined cost estimates and financial analyses for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Approved project management documents, including a preliminary commissioning plan and swing space relocation plan, for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Updated program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Input for procurement request, including supporting documentation, for purchase of construction services for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
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30		<ul style="list-style-type: none"> <li>a. Develop and submit procurement request with supporting documentation for the purchase of construction services</li> <li>i. Receive procurement request with supporting documentation for the purchase of construction services, route for review and approval, and verify availability of and request commitment of funds</li> </ul> <p>(ACQ.030.040 Procurement Request &amp; Funding)</p>	<ul style="list-style-type: none"> <li>• Input for procurement request, including supporting documentation for purchase of construction services for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Approved procurement request with supporting documentation for purchase of construction services<sup>(FR)</sup></li> <li>• Request for commitment of funds for the purchase of construction services</li> </ul>
31	<ul style="list-style-type: none"> <li>a. Consolidate construction services acquisition package information for the federally owned high security building capital improvement project; route for review and approval; and document results</li> <li>j. Provide construction services acquisition package information</li> </ul> <p>(RPM.020.050 Real Property Acquisition Preparation)</p>		<ul style="list-style-type: none"> <li>• Approved procurement request with supporting documentation for purchase of construction services<sup>(FR)</sup></li> <li>• Updated program of requirements for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Construction services acquisition package information<sup>(FR)</sup></li> </ul>

32		<ul style="list-style-type: none"> <li>a. Receive construction services acquisition package information and develop solicitation for construction services (ACQ.030.050 Solicitation)</li> <li>k. Issue solicitation for construction services (ACQ.030.050 Solicitation) Receive and evaluate offeror construction services proposals for consistency with solicitation submission instructions and record results (ACQ.040.010 Proposal Evaluation)</li> <li>l. Provide offeror construction services proposals for review (ACQ.040.010 Proposal Evaluation)</li> </ul>	<ul style="list-style-type: none"> <li>• Construction services acquisition package information<sup>(FR)</sup></li> <li>• Offeror construction services proposals</li> </ul>	<ul style="list-style-type: none"> <li>• Validated offeror construction services proposals<sup>(FR)</sup></li> </ul>
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33	<ul style="list-style-type: none"> <li>a. Evaluate offeror construction services proposals against evaluation criteria, determine plausible offeror, and record results</li> <li>a. Develop, document, and provide recommendations for plausible offeror and input on contract terms and conditions</li> </ul> <p>(RPM.030.010 Real Property Asset Acquisition)</p>		<ul style="list-style-type: none"> <li>• Validated offeror construction services proposals<sup>(FR)</sup></li> <li>• Initial high-level design for the federally owned high security building capital improvement project<sup>(FR)</sup></li> <li>• Evaluation criteria for alternative acquisition approaches for meeting the real property project business needs<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations for plausible construction services offeror and input on contract terms and conditions<sup>(FR)</sup></li> </ul>
34		<p>Develop, document, and provide construction services award, including terms and conditions</p> <p>(ACQ.040.040 Contract Award)</p>	<ul style="list-style-type: none"> <li>• Recommendations for plausible construction services offeror and input on contract terms and conditions<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Construction services award, including terms and conditions<sup>(FR)</sup></li> </ul>
35	<ul style="list-style-type: none"> <li>a. Receive and review construction services award, including terms and conditions</li> <li>m. Develop, document, and provide approval of construction services award, including terms and conditions</li> </ul> <p>(RPM.030.010 Real Property Asset Acquisition)</p>		<ul style="list-style-type: none"> <li>• Construction services award, including terms and conditions<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Approval of construction services award, including terms and conditions<sup>(FR)</sup></li> </ul>
36		<p>Verify availability of and request obligation of funds, issue construction services award, and execute contract</p> <p>(ACQ.040.040 Contract Award)</p>	<ul style="list-style-type: none"> <li>• Approval of construction services award, including terms and conditions<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Request for obligation of funds for purchase of construction services</li> <li>• Executed construction services contract<sup>(FR)</sup></li> </ul>

37	<ul style="list-style-type: none"> <li>a. Capture construction contractor design alternatives for the construction of capital improvements to the federally owned high security building, including specifications</li> <li>b. Evaluate construction contractor design alternatives for the construction of capital improvements to the federally owned high security building; determine plausible alternative; and record results</li> <li>c. Provide plausible construction contractor design alternative for the construction of capital improvements to the federally owned high security building</li> </ul> <p>(RPM.030.020 Real Property Asset Design and Execution)</p>		<ul style="list-style-type: none"> <li>• Construction contractor design alternatives for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Plausible construction contractor design alternative for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> </ul>
38	<ul style="list-style-type: none"> <li>a. Capture construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications</li> <li>b. Evaluate construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building; develop mission program feedback; and record results</li> <li>n. Provide feedback on construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications</li> </ul> <p>(RPM.030.020 Real Property Asset Design and Execution)</p>		<ul style="list-style-type: none"> <li>• Construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> </ul>

39	<ul style="list-style-type: none"> <li>a. Capture updated construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications</li> <li>o. Evaluate updated construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications, to determine changes to feasibility assessment and preliminary commissioning plan; route for review and approval; and record results</li> <li>p. Update feasibility assessment based on updated construction contractor detailed design plan and document results</li> <li>q. Provide approved construction contractor detailed design plan, along with identified changes to preliminary commissioning plan, to commissioning services contractor</li> </ul> <p>(RPM.030.020 Real Property Asset Design and Execution)</p>		<ul style="list-style-type: none"> <li>• Updated construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> <li>• Feasibility assessment and supporting information for plausible real property project acquisition approach<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation results for updated construction contractor detailed design plan for the construction of capital improvements to the federally owned high security building, including specifications<sup>(FR)</sup></li> <li>• Updated feasibility assessment<sup>(FR)</sup></li> <li>• Updated preliminary commissioning plan<sup>(FR)</sup></li> <li>• Approved detailed design for the construction of capital improvements to the federally owned high security building, including specifications and other supporting information<sup>(FR)</sup></li> </ul>
40	<ul style="list-style-type: none"> <li>a. Capture commissioning services contractor updated commissioning plan for the federally owned high security building capital improvement project based on detailed design plan</li> <li>r. Capture construction contractor construction documentation for the federally owned high security building capital improvement project (e.g., final design, construction plan and materials)</li> <li>s. Develop, document, and provide feedback on construction contractor provided construction documentation for the federally owned high security building capital improvement project</li> </ul> <p>(RPM.030.020 Real Property Asset Design and Execution)</p>		<ul style="list-style-type: none"> <li>• Updated commissioning plan capital improvement to the federally owned high security building based on detailed design plan<sup>(FR)</sup></li> <li>• Construction contractor provided construction documentation for the federally owned high security building capital improvement project (e.g., final design, construction plan and materials)<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on construction contractor provided construction documentation for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>

<b>41</b>	<ul style="list-style-type: none"> <li>a. Approve updated construction contractor provided construction documentation for the federally owned high security building capital improvement project</li> <li>t. Develop, document, and provide notification of approval of construction contractor construction documentation for the federally owned high security building capital improvement project (RPM.030.020 Real Property Asset Design and Execution)</li> </ul>		<ul style="list-style-type: none"> <li>• Updated construction contractor provided documentation for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Notification of approval of construction contractor construction documentation for the federally owned high security building capital improvement project<sup>(FR)</sup></li> </ul>
<b>42</b>	<ul style="list-style-type: none"> <li>a. Capture construction contractor project and other plans (e.g., project management plan, safety management plan)</li> <li>b. Evaluate construction contractor project and other plans and record results</li> <li>c. Determine, document, and provide appropriate activities and schedule for measuring execution progress for the construction of capital improvements to the federally owned high security building (e.g., kick-off meetings, partnering sessions, groundbreaking ceremonies, inspections, and testing) (RPM.030.020 Real Property Asset Design and Execution)</li> </ul>		<ul style="list-style-type: none"> <li>• Construction contractor project and other plans (e.g., project management plan, safety management plan)<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Construction contractor project and other plans evaluation results<sup>(FR)</sup></li> <li>• Appropriate activities and schedule for measuring execution progress for the construction of capital improvements to the federally owned high security building (e.g., kick-off meetings, partnering sessions, groundbreaking ceremonies, inspections, and testing)<sup>(FR)</sup></li> </ul>
<b>43</b>	<p>Evaluate execution progress information for the construction of capital improvements to the federally owned high security building; determine that there are no issues or concerns; and record results (RPM.030.020 Real Property Asset Design and Execution)</p>		<ul style="list-style-type: none"> <li>• Execution progress information for the construction of capital improvements to the federally owned high security building<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation results concerning execution progress information for the construction of capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Determination that there are no execution progress issues or concerns<sup>(FR)</sup></li> </ul>

44		<p>Receive and review invoice for in-progress payment for construction services, route for approval, and verify availability of and request disbursement of funds (ACQ.050.030 Performance Management)</p>	<ul style="list-style-type: none"> <li>• Determination that there are no execution progress issues or concerns<sup>(FR)</sup></li> <li>• Invoice for in-progress payment for construction services<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Request for disbursement of funds for invoice for in-progress payment for construction services<sup>(FR)</sup></li> </ul>
45	<ul style="list-style-type: none"> <li>a. Capture construction contractor request for substantial completion certification for the federally owned high security building capital improvement project</li> <li>b. Conduct final inspections and testing of capital improvements to the federally owned high security building, and document results</li> <li>c. Evaluate final inspections and testing information against contract terms and conditions and commissioning plan, determine that there are no issues or concerns, and record results</li> <li>d. Verify completion of all final inspections and testing of capital improvements to the federally owned high security building and document results</li> </ul> <p>(RPM.030.030 Real Property Asset Acceptance and Commissioning)</p>		<ul style="list-style-type: none"> <li>• Construction contractor request for substantial completion certification for the federally owned high security building capital improvements project<sup>(FR)</sup></li> <li>• Construction services contract terms and conditions<sup>(FR)</sup></li> <li>• Updated commissioning plan<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Final inspections and testing information<sup>(FR)</sup></li> <li>• Final inspections and testing information evaluation results<sup>(FR)</sup></li> <li>• Verification of completion of all final inspections and testing<sup>(FR)</sup></li> </ul>
46	<ul style="list-style-type: none"> <li>a. Capture construction contractor turnover documents for the federally owned high security building with capital improvements; evaluate for completeness and compliance; determine acceptance of documents; and record results</li> <li>b. Capture performance information for capital improvements to the federally owned high security building with capital improvements; evaluate against predicted performance; determine that there are no discrepancies; and record results</li> </ul> <p>(RPM.030.030 Real Property Asset Acceptance and Commissioning)</p>		<ul style="list-style-type: none"> <li>• Construction contractor turnover documents<sup>(FR)</sup></li> <li>• Federally owned high security building with capital improvements performance information<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Construction contractor turnover documents evaluation results<sup>(FR)</sup></li> <li>• Federally owned high security building with capital improvements performance information against predicted performance evaluation results<sup>(FR)</sup></li> </ul>

<b>47</b>	Issue occupancy permit(s) for the federally owned high security building with capital improvements (RPM.030.030 Real Property Asset Acceptance and Commissioning)		<ul style="list-style-type: none"> <li>Final inspections and testing information<sup>(FR)</sup></li> <li>Construction contractor turnover documents<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Occupancy permit(s) for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>
<b>48</b>	a. Evaluate request for beneficial occupancy of the federally owned high security building with capital improvements, route for review and approval, and record results  u. Provide approved request for beneficial occupancy of the federally owned high security building with capital improvements (RPM.030.030 Real Property Asset Acceptance and Commissioning)		<ul style="list-style-type: none"> <li>Request for beneficial occupancy of the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Approved request for beneficial occupancy of the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>
<b>49</b>	a. Capture response to request for beneficial occupancy of the federally owned high security building with capital improvements  b. Develop, document, and provide notification of construction contractor approval of request for beneficial occupancy of the federally owned high security building with capital improvements (RPM.030.030 Real Property Asset Acceptance and Commissioning)		<ul style="list-style-type: none"> <li>Response to request for beneficial occupancy of the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Notification of construction contractor approval of request for beneficial occupancy of the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>

50	<ul style="list-style-type: none"> <li>a. Capture commissioning report for the federally owned high security building with capital improvements</li> <li>a. Evaluate commissioning report for the federally owned high security building with capital improvements, determine that there are no issues or concerns with the building and its systems, and record results</li> <li>v. Verify completion of capital improvements to the federally owned high security building and document results</li> <li>b. Determine, document, and provide acceptance information concerning the capital improvements to the federally owned high security building with capital improvements</li> <li>c. Develop, document, and provide request to issue substantial completion certification for the capital improvements to the federally owned high security building</li> </ul> <p>(RPM.030.030 Real Property Asset Acceptance and Commissioning)</p>		<ul style="list-style-type: none"> <li>• Commissioning report for the federally owned high security building with capital improvements<sup>(FR)</sup></li> <li>• Final inspections and testing information<sup>(FR)</sup></li> <li>• Construction contractor turnover documents<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Commissioning report evaluation results for the federally owned high security building with capital improvements<sup>(FR)</sup></li> <li>• Determination of no issues or concerns with the federally owned high security building with capital improvements<sup>(FR)</sup></li> <li>• Verification results concerning completion of capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Acceptance information concerning the capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Request to issue substantial completion certification<sup>(FR)</sup></li> </ul>
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51		<ul style="list-style-type: none"> <li>a. Receive and process request to issue substantial completion certification (ACQ.040.020 Documentation of Delivery/Acceptance)</li> <li>b. Develop and document receipt and acceptance of construction services and issue substantial completion certification to construction services contractor (ACQ.040.020 Documentation of Delivery/Acceptance)</li> <li>c. Receive and review invoice for final payment for construction services, route for approval, and verify availability of and request disbursement of funds (ACQ.050.040 Contract Closeout)</li> </ul>	<ul style="list-style-type: none"> <li>• Request to issue substantial completion certification<sup>(FR)</sup></li> <li>• Acceptance information concerning the capital improvements to the federally owned high security building<sup>(FR)</sup></li> <li>• Invoice for final payment for construction services<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Substantial completion certification<sup>(FR)</sup></li> <li>• Request for disbursement of funds for invoice for final payment for construction services<sup>(FR)</sup></li> </ul>
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52	<ul style="list-style-type: none"> <li>a. Determine and document financial information for the federally owned high security building with capital improvements, including life, value, depreciation, and amortization information</li> <li>b. Determine and document updates to the real property asset record based on completion of the capital improvements to the federally owned high security building</li> <li>c. Update the real property asset record to reflect completion of the capital improvements to the federally owned high security building</li> <li>d. Provide updates to the real property asset record to the real property asset inventory and the OMB-designated repository</li> <li>e. Provide request to record financial information for the federally owned high security building with capital improvements, including expected real property asset life, value, depreciation, and amortization information, specifying line of accounting information using standard accounting code structure</li> </ul> <p>(RPM.040.010 Real Property Asset Information Management)</p>		<ul style="list-style-type: none"> <li>• Real property asset record</li> <li>• Construction contractor turnover documents<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Financial information for the federally owned high security building with capital improvements, including life, value, depreciation, and amortization information</li> <li>• Updates to the building's real property asset record<sup>(FR)</sup></li> <li>• Request to record financial information for the federally owned high security building with capital improvements, including life, value, depreciation, and amortization information, specifying line of accounting information using standard accounting code structure<sup>(FR)</sup></li> </ul>
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53		Receive and process request to record financial information for the federally owned high security building with capital improvements, including expected real property life, value, depreciation, and amortization information, and record information (FFM.020.060 Financial Asset Information Reporting)	<ul style="list-style-type: none"> <li>Request to record financial information for the federally owned high security building with capital improvements, including expected real property asset life, value, depreciation, and amortization information, specifying line of accounting information using standard accounting code structure<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Appropriate the federally owned high security building with capital improvements financial management information entries, including expected real property asset life, value, depreciation, and amortization information, created with reference to source information</li> </ul>
54	Develop, document, and provide notification of capital improvements made to the federally owned high security building, including updated specifications and other building information, to operations and maintenance services contractor (RPM.040.030 Real Property Asset Operations and Maintenance (O&M) Management)		<ul style="list-style-type: none"> <li>Construction contractor turnover documents<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Notification of capital improvements to the federally owned high security building, including updated specifications and other building information, to operations and maintenance services contractor<sup>(FR)</sup></li> </ul>

55	<ul style="list-style-type: none"> <li>a. Capture operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements</li> <li>w. Evaluate operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements and record results</li> <li>x. Develop, document, and provide feedback on operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements</li> </ul> <p>(RPM.040.030 Real Property Asset Operations and Maintenance (O&amp;M) Management)</p>		<ul style="list-style-type: none"> <li>• Preventive maintenance plan and schedule for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>
56	<ul style="list-style-type: none"> <li>a. Capture updated operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements</li> <li>y. Evaluate updated operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements, route for approval, and record results</li> </ul> <p>(RPM.040.030 Real Property Asset Operations and Maintenance (O&amp;M) Management)</p>		<ul style="list-style-type: none"> <li>• Updated operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Approved operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>

57	<ul style="list-style-type: none"> <li>a. Capture preventive maintenance performance information for the federally owned high security building with capital improvements</li> <li>z. Evaluate preventive maintenance performance information for the federally owned high security building with capital improvements against the preventive maintenance plan and schedule, determine that there are no issues or concerns, and record results</li> </ul> <p>(RPM.040.030 Real Property Asset Operations and Maintenance (O&amp;M) Management)</p>		<ul style="list-style-type: none"> <li>• Preventive maintenance performance information for the federally owned high security building with capital improvements<sup>(FR)</sup></li> <li>• Approved operations and maintenance services contractor preventive maintenance plan and schedule for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Preventive maintenance performance information for the federally owned high security building with capital improvements evaluation results<sup>(FR)</sup></li> <li>• Determination of no issues or concerns with preventive maintenance performance information for the federally owned high security building with capital improvements<sup>(FR)</sup></li> </ul>
58	<ul style="list-style-type: none"> <li>a. Evaluate maintenance service request for repairs to the federally owned high security building's heating, ventilation, and air conditioning (HVAC) system, determine fulfillment actions and level of effort required, and record results</li> <li>b. Evaluate fulfillment actions and level of effort required against standards and priorities for investment, determine that repairs to the federally owned high security building's HVAC system within investment standards and priorities, and record results</li> <li>c. Develop, document, and provide notification of service call, including fulfillment action to be taken, to operations and maintenance services contractor</li> <li>d. Develop, document, and provide notification of receipt of maintenance service request for repairs to the federally owned high security building's HVAC system, including fulfillment actions to be taken</li> </ul> <p>(RPM.040.030 Real Property Asset Operations and</p>		<ul style="list-style-type: none"> <li>• Maintenance service request for repairs to the federally owned high security building's HVAC system<sup>(FR)</sup></li> <li>• Standards and priorities for investment<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance service request for repairs to the federally owned high security building's HVAC system evaluation results<sup>(FR)</sup></li> <li>• Fulfillment actions and level of effort required for repairs to the federally owned high security building's HVAC system, including fulfillment action to be taken<sup>(FR)</sup></li> <li>• Fulfillment actions and level of effort required for repairs to the federally owned high security building's HVAC system, including fulfillment action to be taken evaluation</li> </ul>

	Maintenance (O&M) Management			<p>results<sup>(FR)</sup></p> <ul style="list-style-type: none"> <li>• Determination that repairs to the federally owned high security building's HVAC system are within investment standards and priorities<sup>(FR)</sup></li> <li>• Notification of service call for repairs to the federally owned high security building's HVAC system, including fulfillment action to be taken<sup>(FR)</sup></li> <li>• Notification of receipt of maintenance service request for repairs to the federally owned high security building's HVAC system, including fulfillment actions to be taken<sup>(FR)</sup></li> </ul>

59	<ul style="list-style-type: none"> <li>a. Capture fulfillment information for service request for repairs to the federally owned high security building's heating, ventilation, and air conditioning (HVAC) system</li> <li>e. Evaluate fulfillment information for service request for repairs to the federally owned high security building's HVAC system, including inspections and testing information; determine that there are no issues or concerns; and record results</li> <li>f. Verify completion of repairs to the federally owned high security building's HVAC system and document results</li> <li>g. Develop and document closure information for service request for repairs to the federally owned high security building's HVAC system</li> </ul> <p>(RPM.040.030 Real Property Asset Operations and Maintenance (O&amp;M) Management)</p>		<ul style="list-style-type: none"> <li>• Fulfillment information for service request for repairs to the federally owned high security building's HVAC system, including inspections and testing information<sup>(FR)</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Determination of no issues or concerns with fulfillment information for service request<sup>(FR)</sup></li> <li>• Verification information concerning completion of repairs to the high security building's HVAC system<sup>(FR)</sup></li> <li>• Closure information for service request for repairs to the federally owned high security building's HVAC system<sup>(FR)</sup></li> </ul>
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