




Department of Energy
Washington, DC 20585

JAN 15 2010

MEMORANDUM FOR DISTRIBUTION

FROM: PAUL BOSCO 
DIRECTOR, OFFICE OF ENGINEERING
AND CONSTRUCTION MANAGEMENT

SUBJECT: Guidance for FY 2010 Ten Year Site Plans

REFERENCE: DOE O 430.1B, Real Property Asset Management

The Department of Energy requires all Programs to submit an annual update of the Ten Year Site Plan (TYSP) for each major site. The TYSP identifies the site's annual and strategic program requirements and priorities, and links these to real property asset requirements.

The FY 2010 TYSP submissions must address implementation of the sustainability requirements of Executive Order (EO) 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*. While the full impact of the Executive Order's requirements continues to evolve, it is clear the TYSP's integrated planning and programming will serve as the foundational methodology for creating holistic sustainability plans. The TYSP should reference but not duplicate the Executable Plan required under DOE O 430.2B, *Departmental Energy, Renewable Energy and Transportation Management*.

In anticipation of the new Executive Order's requirements, FY 2010 TYSPs should recognize the linkage between optimizing real property portfolio performance and reaching Greenhouse Gas emission reduction goals. Plans should highlight operations, maintenance and deferred maintenance reduction strategies that result in improved energy and water use efficiency. They also should reflect proactive space management practices including:

- emphasizing space requirements development
- minimizing use of leased facilities
- consolidating operations
- disposing of excess real property
- collecting, managing and analyzing facility utilization data

Program approved TYSP updates should be forwarded to my office in electronic format by June 11, 2010.



The Office of Engineering and Construction Management point of contact for ten year site planning is Ms. Cindy Hunt. She may be reached at 202-586-4539.

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