



Department of Energy

Washington, DC 20585

March 13, 2014

MEMORANDUM FOR DISTRIBUTION

FROM:

INGRID KOLB
DIRECTOR
OFFICE OF MANAGEMENT

A handwritten signature in black ink, appearing to read "Ingrid Kolb", written over the typed name and title.

SUBJECT:

Fiscal Year 2014-2024 Ten-Year Site Plan Preparation

Department of Energy Order 430.1B, Real Property Asset Management, requires that Lead Program Secretarial Offices and Cognizant Secretarial Offices submit an annual update of the Ten-Year Site Plan for each non-closure site and a disposition plan for each closure site. The plans should be updated in accordance with paragraph 4.e. of the order and submitted electronically to Ivan Graff at ivan.graff@hq.doe.gov by July 30, 2014.

For the FY2014 Ten Year Site Plan submission, laboratories and sites that are participating in the Infrastructure Assessment commissioned by DOE's National Laboratory Operations Board should only provide a limited update to their existing Ten Year Site Plans, as specified below. At these laboratories and sites, Departmental programs and their Management and Operating partners will work collaboratively to complete a thorough assessment of infrastructure condition, functionality, and utilization to provide greater visibility of existing capabilities and identify future needs. A memorandum from the Office of Science Deputy Director for Field Operations providing implementation guidance to the ten Office of Science national laboratories was issued on March 4, 2013. The COOs of NNSA, FE, EM, NE, and EERE will be issuing similar guidance to their laboratories and sites that will be participating in this assessment.

In recognition of the resources that will be employed to conduct the Infrastructure Assessment, the Department is streamlining the FY 2014 requirements for the annual update of the Ten-Year Site Plans and Disposition Plans for participating sites. Programs with previously-submitted FY 2013/23 Ten-Year Site Plans or Disposition Plans should provide a limited update to their existing plans including only:

- (a) significant changes since the last submission;
- (b) a prioritized list of proposed real property investments anticipated over the next two years (FY2014-2016); and



(c) a two-year projected accounting of office and warehouse space in support of the Office of Management and Budget's Freeze the Footprint initiative.

The limited update need to be no more than 2 to 3 pages outlining only significant changes in real property management (e.g., land use, capital improvements, acquisitions and/or disposals). Programs will determine whether a change is "significant" based on program priorities, cost, and mission need. These updates should also be submitted electronically to Ivan Graff at ivan.graff@hq.doe.gov by July 30, 2014.

Attached is a list of sites (including those that are not participating in the Infrastructure Assessment) that have submitted complete FY 2013-23 plans. Programs with laboratories and other sites that are conducting an Infrastructure Assessment but which have not submitted an FY 2013/23 Ten-Year Site Plan or Disposition Plan should contact the Department's Senior Real Property Officer, Carmelo Melendez, for additional guidance.

The MA Real Property Team will continue to assist laboratories and sites that are participating in the Infrastructure Assessment. With regard to FIMS validation reviews, in recognition of the in-depth Infrastructure Assessments being conducted at many sites, this year's reviews will focus on sites that are not part of the Assessment effort.

In advance, thank you for your assistance. If your staff has any questions, please have them contact Carmelo Melendez (202) 586-4502 or Ivan Graff at (202) 586-8120.

Attachment

Distribution:

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Deputy Under Secretary for Science and Energy
Acting Under Secretary for Nuclear Security and Administrator, National Nuclear
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Assistant Secretary for Energy Efficiency and Renewable Energy
Assistant Secretary for Environmental Management
Principal Deputy Assistant Secretary for Fossil Energy
Assistant Secretary for Nuclear Energy
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Director, Office of Legacy Management
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Efficiency and Renewable Energy
David Shafer, Lead, Asset Management Team, Office of Legacy Management
Greg Collette, Acting Assistant Manager, Office of Information and Business
Management Systems, Office of Energy Efficiency and Renewable Energy
Adam Wargo, Office of Fossil Energy
Nate Harvey, Office of Fossil Energy

FY 2014-2024 Ten Year Site Plan Preparation
Attachment 1

Office of Acquisition and Project Management FY 2013-2023 Program Accepted TYSP Receipt List	
Site	Date Received
Environmental Management (EM)	
Oak Ridge Office of Environmental Management (OREM)	6/27/2013
Handford - Richland Operations Office (RL) and Office of River Protection (ORP)	6/27/2013
Idaho National Laboratory	6/27/2013
Moab Uranium Mill Tailings Remedial Action (UMTRA) Project	6/27/2013
Portsmouth/Paducah Project Office (PPPO)	6/28/2013
Savannah River Site (incl. EM managed NNSA)	6/27/2013
Waste Isolation Pilot Plant - Carlsbad Field Office	6/27/2013
Fossil Energy (FE)	
National Energy Technology Laboratory	6/28/2013
Rocky Mountain Oilfield Testing Center (RMOTC)	6/17/2013
Health, Safety and Security (HSS)	
National Training Center	6/28/2013
Nuclear Energy (NE)	
Idaho National Laboratory	9/19/2013
Nuclear Security/National Nuclear Security Administration	
Kansas City Plant (KCP)	2/7/2014
Lawrence Livermore National Laboratory (LLNL)	2/7/2014
Los Alamos National Laboratory (LANL)	2/7/2014
Nevada National Security Site (NSO)	2/7/2014
Office of Secure Transportation (OST)	2/7/2014
Pantex Plant (PX)	2/7/2014
Sandia National Laboratory (SNL)	2/7/2014
NNSA - Savannah River Site (SRS)	2/7/2014
Y-12 National Security Complex (Y-12)	2/7/2014
Science (SC)	
Ames Laboratory	7/2/2013
Argonne National Laboratory	7/2/2013
Brookhaven National Laboratory	7/2/2013
Fermi National Accelerator	7/2/2013
Lawrence Berkeley National Laboratory	7/2/2013
Oak Ridge National Laboratory	7/2/2013
Pacific Northwest National Laboratory	7/2/2013
Princeton Plasma Physics Lab -Forrestal Research Center	7/2/2013
SLAC National Accelerator Laboratory	7/2/2013
Thomas Jefferson National Accelerator Facility	7/2/2013