

## Client Enrichment Series – Q & A



**Topic:** GSA Consolidation Fund Road Show

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**Link to Series Information:** [www.gsa.gov/ces](http://www.gsa.gov/ces)

**1. I didn't attend the original overview session of the GSA Consolidation Program presented on February 15, 2018. How can I view that information?**

**Answer:** You can view the slide deck, the Q&A, and even a closed-captioned YouTube video on this topic at [www.gsa.gov/ces](http://www.gsa.gov/ces). Scroll down to the entry under "Recent Presentations" section - February 15, 2018 Financing Change - GSA's Consolidation Fund.

**2. Is the furniture offered under the FIT contract UNICOR furniture or some other product/company?**

**Answer:** On the current IDIQ contracts, workstations are provided either by Steelcase or Herman Miller, Conference Furniture by Kimball, High Density Filing by Datum, Seating by Bialek, and Demountable Partitions by Inscape.

**3. Is it a higher or lower point score that makes the project better for the Consolidation Program?**

**Answer:** The higher the score, the better. The maximum points a project can earn is 39 (you can see how the points build by referring to slide 18 in the slide deck). Projects need to meet the eligibility criteria AND have the highest score.

**4. Is there a score or score requirement if being forced moved concerning funding?**

**Answer:** This is not a "Forced" move program. Project submissions should be initiated by the client agency through coordination with the Region in accordance with your Agency mission.

**5. Is there a minimum lease term to be eligible for consideration in this fund?**

**Answer:** The consolidation funds are paid back to GSA through amortization on the rent bill. The amortization term cannot exceed the life of the improvements or the term of the

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*Occupancy Agreement (OA). The OA can be lengthened to accommodate the agreement set between GSA and the tenant agency regarding repayment terms.*

**6. How hard are the agencies held to the cost estimates?**

*Answer: Cost estimates should be accurate and all matching Agency funding should be fiscally constrained.*

**7. Aside from office buildings, what other building types have been approved for this program recently?**

*Answer: Some special use space that has been approved includes firing ranges for law enforcement agencies and laboratories for research institutions. These special use spaces are calculated in the TTO, or total square footage, but not in the office-only calculations.*

**8. What does CPP stand for?**

*Answer: CPP stands for Client Portfolio Planning. This was a program that predated, but shared many similarities with today's Reduce the Footprint (RTF) efforts to help agencies generate efficiencies in their portfolios. Consolidation Projects that are part of a customer agency's RTF plan receive additional consideration (1 point) on the Consolidation Prioritization Criteria assessment (see Slide 18).*

**9. During this furniture lease term, who carries and is responsible for overseeing the warranty on the furniture? The tenant agency or GSA? ...and are you adding to your furniture inventory often? We were limited on what we could choose this past year.**

*Answer: During the lease term GSA is responsible for managing the warranty on any furniture or IT. Therefore if there is any proposed movement or disturbance of the products under warranty during that term you will need to contact your FIT program coordinator so the warranty is not unexpectedly voided.*

*We are currently developing a follow-on contract vehicle to the current IDIQ used for furniture. The intention for the new vehicle is to have broader product choice and flexibility.*

**10. Do you have to use the FIT program to get Consolidation funds?**

*Answer: No; although the two programs complement each other, they are independent of each other.*

**11. How far in advance is the FIT funding obligated to projects?**

*Answer: There is funding available in FY18 through FY22. Years 18-21 currently have some of the funds allocated. Fund obligation will occur when the acquisition is initiated.*

**12. Who covers the costs of telephone and data cabling?**

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*Answer: Cabling is typically included in construction costs...and can be included in the General and Customization tenant improvements in consolidation funds.*

**13. What are some examples of the other costs associated with what the agency has to cover?**

*Answer: In addition to Move, IT and furniture costs, some of the other costs the Agency may want to plan for include standard and custom TI. These will be specific to your agency's mission so each one will be different.*

**14. Are copies of the screen presentation going to be available?**

*Answer: Yes, all registered attendees should have received a copy of the slide deck prior to their session in an email from [ClientEnrichmentSeries@gsa.gov](mailto:ClientEnrichmentSeries@gsa.gov), and a copy will be posted on our website [www.gsa.gov/ces](http://www.gsa.gov/ces) within 2-3 weeks of the session.*

**15. Can I get a copy of the Consolidation Business Case worksheet?**

*Answer: Please reach out to your GSA [Regional Consolidation Fund POC](#).*

**16. Does this take effect for Delegated Agencies Oct 2019?**

*Answer: Any asset that is in the GSA inventory is eligible for consolidation funding.*

**17. How long will the costs be amortized? Will it be 5 years or 10 years?**

*Answer: Your amortization schedule will be determined by the Pricing Desk Guide (PDG). Please consult with your pricing coordinator or Regional POC for more information.*

**18. We are speaking about rent saving but is there truly a savings considering buildout costs?**

*Answer: Rent savings is only one metric used to evaluate consolidation projects. Buildout is also incorporated into the costs of these projects. Every project is different but Leased Cost Avoidance and taxpayer payback is*

**19. GSA fills in a lot of the information needed to populate this worksheet. What information is typically needed from the agency?**

*Answer: There are 5 sections on the consolidation workbook, A-F. In each section there are data points GSA will need to collect from your agency, including: general project data, scope, schedule, assumptions and risk as well as "from" and "target" building data that score and rate the project.*

**20. Once an agency submits a request, how long does it take to get approval to execute action?**

*Answer: Agencies will need to submit their final workbook by October 2018 for consideration in the 2019 Consolidation Program. Once GSA, OMB and Congress*

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review and approve the 2019 Consolidation Spend Plan we expect funding available between April and July 2019.

**21. Based on section B, an agency with 12,147 RSF with a commercial RU factor of 1.1 wanting to move to a federal space whose RU is 1.4, they would be negatively viewed even with a reduction in USF because the RSF for the government space would increase them beyond the current RSF. I don't see anywhere where an inequity for older federal facilities with higher URs is adjusted.**

*Answer: The business case template does not make a specific adjustments for situations where the RU factor of older federal buildings can have a negative impact on RSF. In those cases we strongly recommend that the Asset strategy section of the template be used provide additional details or explanations where conditions specific to the asset may negatively or positively impact the asset. If the overall business case demonstrates that this project is highly competitive, the explanation pertaining to negative factors is evaluated on a case-by-case basis. The other important thing to note is that there is a scoring criteria, consolidation project type. Leased-to-Owned consolidation project submissions receive the maximum points over other consolidation project types (e.g. owned contractions, owned to owned, leased to new leased, etc.).*

**22. Do you have to use FIT to get Consolidation funds?**

*Answer: No, you do not have to use FIT funds to get consolidation funds. The agency may use other funding sources (RWA or internal client funds) to cover those costs not covered by consolidation funds (e.g. furniture, IT, move). One benefit of partnering consolidation funds with FIT funds is the use of FIT funding has specific requirements that encourage good space design that benefits employees.*

**23. Is it possible for GSA to identify RWA funding in their system that has not been used and has been idle for prior years?**

*Answer: All RWAs are captured in our RWA Entry and Tracking Application (RETA/eRETA). We can identify RWAs by customer that are substantially complete but which have not been financially closed. That means there is likely (but not always) a remaining balance on these RWAs which can be returned to the customer and then re-obligated for other bona fide needs consistent with the fund year of the appropriation (e.g. FY18 annual funds can only be obligated for a bona fide need arising in FY18).*

*Even better, customers can do this on their own if they have eRETA access! Customers with eRETA access have the ability to view all RWAs associated with their Agency Bureau Code(s) and can even submit and amend RWAs and RWA Work Requests in the system. We encourage folks to visit [www.gsa.gov/ereta](http://www.gsa.gov/ereta) for information on obtaining eRETA access, and also to find user guides, video demonstrations, and more to learn how to use eRETA!*