

**2024 USDA EXPLANATORY NOTES – AGRICULTURAL BUILDINGS AND FACILITIES**

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**PREFACE**

This publication summarizes the fiscal year (FY) 2024 Budget for the U.S. Department of Agriculture (USDA). Throughout this publication any reference to the “Budget” is regarding the 2024 Budget, unless otherwise noted. All references to years refer to fiscal year, except where specifically noted. The budgetary tables throughout this document show actual amounts for 2021 and 2022, enacted levels for 2023, and the President’s Budget request for 2024. Amounts for 2023 estimated levels include: non-enacted amounts such as Full-Time Equivalent levels, fleet levels, information technology investment levels, recovery levels, transfers in and out, balances available end of year, and obligation levels.

Throughout this publication, the “2018 Farm Bill” is used to refer to the Agriculture Improvement Act of 2018. Most programs funded by the 2018 Farm Bill are funded through 2023. Amounts shown in 2024 for most Farm Bill programs reflect those confirmed in the baseline.

Pursuant to the Balanced Budget and Emergency Deficit Control Act of 1985, sequestration is included in the numbers for mandatory programs in 2021, 2022, 2023 and 2024.

**AGENCY-WIDE**

**PURPOSE STATEMENT**

The Agriculture Buildings and Facilities (AgBF) account finances the repair, improvement, maintenance, sustainability and energy conservation activities at the USDA Headquarters Complex and the George Washington Carver Center (GWCC) in Beltsville, MD. It also finances the administrative costs for the building management and support staff. Since 1984, USDA has been delegated the responsibility for managing, operating, maintaining, repairing, improving, and securing the Headquarters Complex, which encompasses 14.1 acres of grounds and two buildings containing approximately 2.5 million gross square feet of space, as well as the USDA-owned GWCC that comprises 350,000 gross square feet, located on seventy-three acres in Beltsville, MD.

Many of the functional activities of AgBF are in Washington, D.C. As of September 30, 2022, there were 63 full-time permanent employees. Of these, 58 were assigned in Washington, D.C., 3 were assigned in Beltsville, Maryland, 1 was assigned in New Jersey, and 1 was assigned in Florida.

**OIG AND GAO REPORTS**

AgBF did not have any Office of Inspector General or Government Accountability Office Evaluation reports during the prior year.

**AVAILABLE FUNDS AND FTEs**

*Table AgBF-1. Available Funds and FTEs (thousands of dollars, FTEs)*

Item	2021		2022		2023		2024	
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE
Salaries and Expenses:								
Discretionary Appropriations .....	\$108,124	62	\$34,997	59	\$40,581	63	\$124,628	63
Rescission .....	-	-	-73,400	-	-	-	-	-
Total Discretionary Appropriations .....	108,124	62	34,997	59	40,581	63	124,628	63
Balance Available, SOY .....	100,557	-	162,639	-	52,118	-	40,118	-
Recoveries, Other .....	2,164	-	1,000	-	-	-	-	-
Total Available .....	210,845	62	198,636	59	92,699	63	164,746	63
Balance Available, EOY .....	-162,639	-	-52,118	-	-40,118	-	-	-
Total Obligations .....	48,206	62	146,518	59	52,581	63	164,746	63
Reimbursements from USDA Agencies .....	5,098	-	2,136	-	2,136	-	2,136	-
Total, Other USDA .....	5,098	-	2,136	-	2,136	-	2,136	-
Total Available, AgBF .....	53,304	62	148,654	59	94,835	63	166,882	63

**PERMANENT POSITIONS BY GRADE AND FTEs**

*Table AgBF-2. Permanent Positions by Grade and FTEs*

Item	2021			2022			2023			2024		
	D.C.	Field	Total									
SES .....	2	-	2	2	-	2	2	-	2	2	-	2
GS-15 .....	7	-	7	7	-	7	7	-	7	7	-	7
GS-14 .....	13	1	14	14	1	15	14	1	15	14	1	15

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Item	2021 Actual			2022 Actual			2023 Estimated			2024 Estimated		
	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total
GS-13.....	14	1	15	12	3	15	12	3	15	12	3	15
GS-12.....	15	-	15	15	-	15	15	-	15	15	-	15
GS-11.....	1	-	1	1	-	1	1	-	1	1	-	1
GS-9.....	6	1	7	7	1	8	7	1	8	7	1	8
GS-8.....	1	-	1	-	-	-	-	-	-	-	-	-
Total Permanent.....	59	3	62	58	5	63	58	5	63	58	5	63
Total Perm.FT EOY.....	59	3	62	58	5	63	58	5	63	58	5	63
FTE.....	59	3	62	58	5	63	58	5	63	58	5	63

**ACCOUNT I: SALARIES AND EXPENSES**

**APPROPRIATIONS LANGUAGE**

The appropriations language follows (new language underscored; deleted matter enclosed in brackets):

*Salaries and Expenses*

For payment of space rental and related costs pursuant to Public Law 92-313, including authorities pursuant to the 1984 delegation of authority from the Administrator of General Services to the Department of Agriculture under 40 U.S.C. 121, for programs and activities of the Department which are included in this Act, and for alterations and other actions needed for the Department and its agencies to consolidate unneeded space into configurations suitable for release to the Administrator of General Services, and for the operation, maintenance, improvement, and repair of Agriculture buildings and facilities, and for related costs, [~~\$40,581,000~~]\$124,628,000, to remain available until expended, of which \$25,000,000 shall be available for the hire and purchase of zero emission passenger motor vehicles and supporting charging or fueling infrastructure. (Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2023).

**LEAD-OFF TABULAR STATEMENT**

*Table AgBF-3. Lead-Off Tabular Statement (In dollars)*

Item	Amount
Enacted, 2023	\$40,581,000
Change in Appropriation	+84,047,000
Budget Estimate, 2024	<u>124,628,000</u>

**PROJECT STATEMENTS**

*Table AgBF-4. Project Statement (thousands of dollars, FTEs)*

Item	2021		2022		2023		2024		Inc. or Dec.	FTE Inc. or Chg Dec. Key
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE		
Discretionary Appropriations:										
Agriculture Buildings and Facilities .	\$108,124	62	\$34,997	59	\$40,581	63	\$99,628	63	+\$59,047	- (1)
EV Motor Vehicle/Charging Station.	-	-	-	-	-	-	25,000	-	+25,000	- (2)
Rescission, Transfers In and Out .....	-	-	73,400	-	-	-	-	-	-	-
Total Appropriations.....	108,124	62	108,397	59	40,581	63	124,628	63	+84,047	-
Rescission .....	-	-	-73,400	-	-	-	-	-	-	-
Recoveries, Other .....	2,164	-	1,000	-	-	-	-	-	-	-
Bal. Available, SOY .....	100,557	-	162,639	-	52,118	-	40,118	-	-12,000	-
Total Available .....	210,845	62	198,636	59	92,699	63	164,746	63	+72,047	-
Bal. Available, EOY .....	-162,639	-	-52,118	-	-40,118	-	-	-	+40,118	-
Total Obligations .....	48,206	62	146,518	59	52,581	63	164,746	63	+112,165	-

**Table AgBF-5. Project Statement (thousands of dollars, FTEs)**

Item	2021		2022		2023		2024		Inc. or Dec.	FTE Inc. or Dec.
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE		
Discretionary Obligations:										
Agriculture Buildings and Facilities	\$48,206	62	\$146,518	59	\$52,581	63	\$139,746	63	+\$87,165	-
EV Motor Vehicle/Charging Station.....	-	-	-	-	-	-	25,000	-	+25,000	-
Total Obligations .....	48,206	62	146,518	59	52,581	63	164,746	63	+112,165	-
Bal. Available, EOY .....	162,639	-	52,118	-	40,118	-	-	-	-	-
Total Available: .....	210,845	62	198,636	59	92,699	63	164,746	63	+112,165	-
Less:										
Rescission .....	-	-	73,400	-	-	-	-	-	-	-
Recoveries, Other .....	-2,164	-	-1,000	-	-	-	-	-	-	-
Bal. Available, SOY .....	-100,557	-	-162,639	-	-52,118	-	-40,118	-	+12,000	-
Total Appropriations.....	108,124	62	108,397	59	40,581	63	124,628	63	+124,165	-

### Agriculture Buildings and Facilities (AgBF)

Agriculture Buildings and Facilities, Building Operations and Maintenance is critical to operate and maintain the two buildings in the D.C. Headquarters Complex (Whitten and South Buildings) containing approximately 2.5 million gross square feet of space, as well as the USDA-owned George Washington Carver Center (GWCC) that comprises 350,000 gross square feet, located on seventy-three acres in Beltsville, MD. Base funding of \$52 million in 2024 ensures that we have the necessary funding for onboard staffing, critical vacancies, utilities, and contractors providing operations and maintenance, safety, custodial, pest control, hazardous material abatement, landscaping, and other support services. This is critical to ensure USDA can open the doors each day and provide a safe and secure environment for the thousands of employees and contractors working at the USDA Headquarters Complex and GWCC who are responsible for delivering the Department's missions and objectives to support the American people. Base funding will also support anticipated increases in utility and service contract costs associated with 24/7 operation of the HVAC systems to improve air quality and ventilation in response to the COVID-19 pandemic.

The USDA modernization of the South Building continues to be the top priority for the Agriculture Buildings and Facilities, Building Operations and Maintenance account in 2024. The modernization will correct serious building life/safety deficiencies, address innovation, consolidation, and the rearrangement of occupants of the South Building and GWCC into more logical and efficient space configurations designed to improve workplace effectiveness and efficiency in the USDA National Capital Region (NCR). This will result in improved collaboration between USDA agencies for better responsiveness to our constituents and customers, and more efficient use of taxpayer dollars through the reduction and eventual elimination of multiple leases in the NCR.

The numbers and letters of the following listing relates to values in the Change (Chg) Key column of the Project Statement:

- (1) An increase of \$84,047,000 for AgBF (\$40,581,000 and 63 FTEs available in 2023).

The funding change is requested for the following items:

- A) An increase of \$517,000 for 2024 Pay.

This increase will support the annualization of the 2023 4.6 percent Cost of Living pay increase and the 2024 5.2 percent Cost of Living pay increase. This increase is needed to support and maintain current staffing levels to meet the statutory requirements and operational demands imposed on AgBF. If this funding is not provided, AgBF would not be able to fund approximately two FTEs and/or would need to significantly cut travel, training, employee recognition and mission support. Failure to receive this increase would prevent the program from fully performing their mission, which is necessary to ensure continued operations and maintenance of facilities, and the safety and security of property and personnel.

- B) An increase of \$25,000,000 for Zero Emission Passenger Motor Vehicle and Supporting Charging/Fueling Infrastructure.

This increase consists of \$6,110,000 for EV charging station infrastructure and \$18,890,000 for electric vehicles transformation. If this funding is not provided, AgBF will not be able to purchase and install EV charging stations at USDA locations with fleet vehicles. This will not enable USDA to support the

Administration's goals to electrify its vehicle fleet and move USDA towards to goal of supporting the Administration's net-zero vehicle emission operations initiative.

In 2021, the Biden Administration issued two executive orders aimed at increasing the use of electric vehicles and electric vehicle technology throughout the United States. This initiative aimed to accelerate shifting the country closer to achieving its net-zero emissions goal.

USDA put into place actions to support this initiative and to transform its fleet into one more resilient and reliant on electric vehicle technology. Strategic planning efforts were implemented to identify and mitigate the challenges to electrify the agency's fleet. In response to this initiative, USDA established a long-term electrification plan that requires significant upfront effort and funding. USDA believes this approach will benefit the agency's immediate and long-term fuel efficiency goals and provide a high return on investment (ROI).

USDA has unsuccessfully sought funding for fleet electrification through prior budget requests. The denial of these requests has caused a cessation of the Department's goal to electrify the fleet and has resulted in missed opportunities to install electric fuel infrastructure at USDA facilities. The lack of 2022 program funding resulted in USDA not having the ability to procure over 1,000 zero-emission vehicles (ZEV) and stopped the installation of 2,000 electric vehicle supply equipment (EVSE) charging station ports, which are essential to developing an agency internal EVSE network.

In 2023, USDA planned to acquire 900 ZEVs, and install 1,600 electric vehicle charging ports. These advancements are on hold and will not occur without funding at the levels previously requested. The lack of funding created a major setback in program execution and cannot be reconciled without the approval of funds for electric vehicle equipment and technology. USDA's contribution to the Biden Administration's fleet electrification goals will not be realized without these funds.

USDA's strategic plan to achieve a 100% light-duty ZEV-acquisition rate by 2027 and 100% ZEV-acquisition rate for medium-duty and heavy-duty vehicles by 2035 will not be accomplished without the funding. Movement towards these goals will also not occur without funding to signify the support this initiative maintains and its prominence in the Administration's strategic goals. Inadequate funding will not allow USDA to move forward with implementing and executing its ZEV fleet strategic plan, negatively impacting the entire USDA fleet management and alternative fuel vehicle program.

C) An increase of \$11,754,000 re-baseline for operation and maintenance due to the cuts in 2023.

A base budget of \$52,000,000 is critical for operations and maintenance. If this funding is not provided, AgBF will be unable to sufficiently support operations and maintenance, building safety requirements, hazardous material abatement, and correct significant deficiencies that exist in the systems and components of the building that create life and health safety risks for building occupants. Many of the building systems, such as heating, ventilation, and air conditioning (HVAC) system, are the original to the building circa 1930 and is challenging to maintain functionally. Deficiencies also include lack of critical fire safety (sprinkler) system needed for the protection of employees and property; presence of hazardous materials such as asbestos, lead paint, Polychlorinated Biphenyls (PCB); outdated electrical systems; outdated elevators; inadequate emergency backup power for life safety equipment; and noncompliance with the Architectural Barriers Act (ABA) Accessibility Standards. In absence of additional funding, these deficiencies would continue to go unresolve and impact our ability to provide continuity of service in support of USDA Missions. In addition, Ag B&F will be unable to recruit and fill for critical vacancies and will be required to implement contract reductions to facility service contracts that provide support to the USDA Headquarters Complex and GWCC, which may include: custodial services (facility cleaning, trash removal, floor maintenance, recycling), pest control, landscaping, locksmith services, operations and maintenance that support the upkeep of the buildings, or customer service and audio visual contract support that provides support to the Office of the Secretary, Mission Areas, Agencies and Staff Offices in various events and programs. The increased costs of goods, along with this decrease in funding will further impact our service contracts as it already costs more for the current level of service, as does the continually increasing shared costs (e.g., information technology shared costs) to support the Headquarters Complex and GWCC. If this funding is not provided, AgBF will have an impact on our ability to fully perform our mission, which is necessary to ensure continued operations and maintenance of the Headquarters Complex and GWCC facilities and the health and safety of property and personnel.

D) An increase of \$46,776,000 for South Building modernization/Headquarters critical infrastructure projects.

This funding is necessary to advance South Building modernization. Many of the main building systems, such as heating, ventilation, and air conditioning (HVAC) system, are original to the building and can be challenging to maintain functionally. In addition to not being able to procure replacement parts for 80-year-old system. Significant deficiencies exist in the systems and components of the buildings that create life and health safety risks for building occupants. Deficiencies include lack of critical fire safety (sprinkler) systems needed for the protection of employees and property; presence of hazardous materials such as asbestos, lead paint, and Polychlorinated Biphenyls (PCB); outdated electrical systems; outdated elevators; inadequate emergency backup power for life safety equipment; and noncompliance with the Architectural Barriers Act (ABA) Accessibility Standards. Based on the age and size of the USDA Headquarters Complex, this increase could be used for several critical USDA Headquarters infrastructure projects, not included as part of the modernization. If funding is not received, these deficiencies would continue to go unresolved and impact our ability to provide continuity of service in support of USDA Mission Areas.

**GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND FTEs***Table AgBF-6. Geographic Breakdown of Obligations and FTEs (thousands of dollars, FTEs)*

State/Territory/Country	2021		2022		2023		2024	
	Actual	FTE	Actual	FTE	Estimate	FTE	Estimate	FTE
District of Columbia .....	\$47,782	59	\$145,796	58	\$39,831	58	\$123,848	58
Florida .....	-	-	141	1	146	1	152	1
Maryland.....	424	3	440	3	458	3	476	3
New Jersey.....	-	-	141	1	147	1	153	1
Obligations .....	48,206	62	146,518	63	40,581	63	124,628	63
Bal. Available, EOY .....	162,639	-	51,118	-	-	-	-	-
Total, Available .....	210,845	62	197,636	63	40,581	63	124,628	63

**CLASSIFICATION BY OBJECTS**

**Table AgBF-7 Classification by Objects (thousands of dollars)**

Item No.	Item	2021 Actual	2022 Actual	2023 Estimated	2024 Estimated
	Personnel Compensation:				
	Washington D.C.....	\$6,944	\$7,122	\$7,122	\$7,733
11	Total personnel compensation.....	6,944	7,753	7,122	7,733
12	Personal benefits .....	2,520	2,752	2,586	2,405
13.0	Benefits for former personnel .....	6	5	5	5
	Total, personnel compensation, and benefits.....	9,470	10,510	9,713	10,143
	Other Objects:				
21.0	Travel and transportation of persons .....	-	3	3	3
22.0	Transportation of things .....	3	3	4	4
23.1	Rental payments to GSA .....	5,376	6,880	6,600	6,600
23.3	Communications, utilities, and misc. charges .....	956	440	440	440
24.0	Printing and reproduction.....	105	53	53	53
25.1	Advisory and assistance services .....	-	2,532	2,532	2,532
25.2	Other services from non-Federal sources .....	20,501	76,393	15,168	60,619
25.3	Other goods and services from Federal sources .....	2,367	45,554	14,291	10,021
25.4	Operation and maintenance of facilities .....	9,274	3,845	3,500	74,054
25.5	Research and development contracts.....	-	60	35	35
26.0	Supplies and materials.....	105	208	208	208
31.0	Equipment.....	49	34	34	34
42.0	Insurance Claims and Indemnities .....	-	3	-	-
	Total, Other Objects.....	38,736	136,008	42,868	154,603
99.9	Total, new obligations.....	48,206	146,518	52,581	164,746
	DHS Building Security Payments (included in 25.3).....	\$83	\$26	\$27	\$27
	Information Technology Investments:				
	Enterprise IT Facilities and Physical Security Related Mission Area PPA #1				
11	Internal Labor.....	-	-	-	-
	External Labor (Contractors) .....	-	335	330	348
	Mission Area Non-Major Investment Totals.....	-	-	-	-
25.3	Mission Area WCF Transfers.....	-	1,159	16,495	19,859
	Total Non-Major Investment.....	-	1,159	16,495	19,859
	Total IT Investments .....	-	1,494	16,825	20,207
	Position Data:				
	Average Salary (dollars), ES Position .....	\$187,800	\$189,000	\$191,000	\$193,000
	Average Salary (dollars), GS Position.....	\$109,500	\$111,000	\$114,000	\$117,000
	Average Grade, GS Position .....	13.4	13.4	13.5	13.5

**GENERAL SERVICES ADMINISTRATION RENTAL PAYMENTS****Table AgBF-8 GSA Rental Payments (thousands of dollars)**

Agency	2021 Actual	2022 Actual	2023 Estimate	2024 Estimated
Agricultural Marketing Service .....	\$3,042	\$3,224	\$3,169	\$3,925
Agricultural Research Service .....	4,717	4,648	4,717	4,095
Animal and Plant Health Inspection Service .....	37,928	39,659	40,059	40,059
Departmental Administration .....	7,374	5,347	4,075	19
Economic Research Service.....	10	73	1,370	1,372
Farm Production and Conservation .....	7,203	5,706	7,431	8,334
Farm Service Agency .....	16,663	16,512	18,553	19,475
Food and Nutrition Service.....	12,160	11,700	11,730	11,730
Food Safety and Inspection Service.....	7,920	7,650	7,650	7,815
Foreign Agricultural Service .....	80	475	475	475
Forest Service .....	33,919	39,406	44,602	51,277
National Agricultural Statistics Service .....	6,472	6,600	6,600	6,600
National Institute of Food and Agriculture .....	1	115	1,042	1,152
Natural Resources Conservation Service.....	33,512	28,138	37,918	39,530
Office of Budget and Program Analysis .....	2	3	4	4
Office of Chief Economist.....	3	4	5	5
Office of Civil Rights .....	6	8	2	2
Office of Communications.....	3	4	5	5
Office of Ethics.....	1	1	1	1
Office of General Counsel .....	1,599	1,875	1,823	1,823
Office of Hearings and Appeals.....	446	100	101	103
Office of Homeland Security .....	2	3	4	4
Office of the Chief Financial Officer.....	10	1,334	1,250	1,275
Office of the Chief Information Officer.....	13	20	22	22
Office of the Inspector General.....	5,121	5,125	5,454	5,600
Office of Partnerships and Public Engagement.....	1	1	3	2
Office of the Secretary.....	6	8	14	14
Risk Management Agency.....	3,999	3,962	3,962	3,782
Rural Development.....	15,330	18,918	21,517	20,607
<b>USDA Total .....</b>	<b>197,543</b>	<b>200,619</b>	<b>223,558</b>	<b>229,107</b>

**DEPARTMENT OF HOMELAND SECURITY BUILDING SECURITY PAYMENTS**

*Table AgBF-9 DHS Building Security Payments (thousands of dollars)*

Agency	2023			
	2021 Actual	2022 Actual	Estimate	2024 Estimated
Agricultural Marketing Service .....	\$946	\$1,196	\$1,196	\$1,952
Agricultural Research Service .....	184	244	244	244
Animal and Plant Health Inspection Service .....	6,799	6566	6730	6898
Departmental Administration .....	1,010	735	44	45
Economic Research Service.....	38	645	645	645
Farm Production and Conservation .....	1,524	798	818	1029
Farm Service Agency .....	2,516	2,893	3,277	3,477
Food and Nutrition Service.....	1,860	612	725	765
Food Safety and Inspection Service.....	1,363	1,349	1,411	1,411
Foreign Agricultural Service .....	162	164	172	172
Forest Service .....	4,608	5,458	5,831	6,297
National Agricultural Statistics Service .....	2,117	2,100	2,100	2,100
National Institute of Food and Agriculture .....	984	1089	1166	1201
Natural Resources Conservation Service.....	4,269	5,035	4,798	4,845
Office of Budget and Program Analysis .....	10	5	9	9
Office of Chief Economist.....	13	8	13	13
Office of Civil Rights .....	27	16	3	3
Office of Communications.....	14	8	13	13
Office of Ethics.....	23	9	11	11
Office of General Counsel.....	250	230	240	240
Office of Hearings and Appeals.....	75	17	20	20
Office of Homeland Security .....	10	5	9	9
Office of the Chief Financial Officer.....	45	128	148	151
Office of the Chief Information Officer.....	60	39	50	51
Office of the Inspector General.....	867	875	883	891
Office of Partnerships and Public Engagement.....	7	2	6	6
Office of the Secretary.....	29	15	35	36
Risk Management Agency.....	494	598	639	650
Rural Development.....	2,932	2861	2882	2882
<b>USDA Total .....</b>	<b>33,236</b>	<b>33,700</b>	<b>34,118</b>	<b>36,066</b>

**STATUS OF PROGRAMS****Office of Operations**

The Office of Operations (OO), an office within Departmental Administration (DA), is responsible for the repair, improvement, maintenance, sustainability and energy conservation activities at the USDA Headquarters Complex and the George Washington Carver Center (GWCC) in Beltsville, MD, including the administrative costs for the building management and support staff. Since 1984, USDA has been delegated the responsibility for managing, operating, maintaining, repairing, and improving the Headquarters Complex, which encompasses 14.1 acres of grounds and two buildings containing approximately 2.5 million gross square feet of space, as well as the USDA-owned GWCC that comprises 350,000 total square feet, located on 73 acres in Beltsville, Maryland.

***Current Activities***

OO provides a safe and secure facility infrastructure, consolidated business services, and administrative services for USDA employees in the National Capital Region (NCR). OO also provides facilities operations and management services, and operational support for agencies and staff offices occupying USDA's Headquarters Complex, the GWCC, and USDA-leased facilities in the NCR in the areas of: engineering, architecture, space management, internal energy conservation, recycling, sustainable practices, occupant emergency planning, occupational safety, and health services. Strategies and initiatives for effective and efficient management of USDA Headquarters' facilities include:

- Ensuring efficient utilization of space by USDA agencies and staff offices in the NCR in the most cost-effective manner by reducing the USDA footprint in the NCR and lessening agencies' dependency on leased facilities.
- Maintenance of USDA Headquarters' critical infrastructure and modernization of the Whitten, South and GWCC Buildings to meet the long-term facility needs of the Department and to improve and maintain the safety, health, and welfare of employees.
- Supporting and enhancing the delivery of quality facility and administrative services to agencies at the Headquarters' Complex and the GWCC, resulting in the improvement of the quality of work life for employees.
- Exercising good stewardship to conserve natural resources through energy conservation and sustainable practices at the USDA Headquarters Complex and the GWCC.

***Selected Examples of Recent Progress***

In 2022, OO implemented measures that will provide efficiencies and significantly enhance the Headquarters Complex and GWCC in support of the Department's long-term goal of increasing real estate efficiency and terminating costly leases in the NCR. OO completed several projects in the areas of modernization and space management activities; safety and emergency operations; building maintenance and repairs; and facility improvements. Examples of these efforts include:

- Completed all requirements documents, contract solicitation and review of technical proposals for Wings 6 and 7 of the South Building modernization and the top offerors were identified. Obtained the approval from the General Services Administration (GSA) and the National Capital Planning Commission for the Programmatic Agreement (PA) for modernization of the historic South Building, which governs the historic preservation of the South Building and allowed OO to proceed with the Phase 2 bid request for cost proposal of the contract solicitation for Wings 6 and 7. A contract award for Wing 7 was made on September 30, 2022, which will provide an overall upgrade of building systems and office spaces in Wing 7 from the basement to the attic with a more up-to-date and modern facility. Contract for Wing 7 was awarded using a combination of Agriculture Buildings and Facilities appropriations as well as NEF funding approved for this project. Wing 6 was not awarded in 2022 due to cost proposal and funding availability.
- Major construction project to modernize the GWCC to replace aging mechanical systems, comply with contemporary codes, and increase the space utilization. As of September 30th, GWCC Phase 1 (Buildings 1 and 2) was complete and occupied, and Phase 2 (Buildings 3 and 4) was complete with a few change order items pending due to long lead times for equipment/materials, which have been impacted by the supply chain. This project is on track to receive a Leadership in Energy and Environmental Design (LEED) Silver rating. LEED projects earn points by adhering to prerequisites that address carbon, energy, water, waste, transportation, materials, health, and indoor environmental quality as reviewed by the U.S. Green Building Council. The GWCC renovation project is the first project for which the Nonrecurring Expense Funds (NEF) authority provided by Congress in 2015 has been used.
- Successfully moved 100 percent of employees from several USDA Agencies and Staff Offices out of leased space at Patriots Plaza 3 into USDA owned/operated space, which resulted in the Department releasing

approximately 223,080 rentable square feet of space back to GSA and achieving a cost avoidance of approximately \$12 million annually.

- Worked with Mission Areas and Staff Offices to review space needs in both the NCR and nationwide space considering remote work and maximum telework policies post pandemic, with the goal to dispose of unnecessary and costly leases in both NCR and field locations.
- Collaborated with the Office of Property and Environmental Management, GSA, and the Government Accountability Office to strategize and discuss USDA's space needs in both the NCR and field locations. This ongoing partnership is crucial as USDA continues efforts to reduce its leased footprint.

### **Safety and Emergency Operations:**

During 2022, OO implemented several internal processes to ensure the USDA Headquarters and GWCC facilities were in operation continuously, enabling the Continuity of Government and health and safety of employees, thereby allowing USDA to provide services to the American public without interruption. Examples include:

- Participation in two virtual Reconstitution tabletop exercises to ensure the Department is better prepared for emergency situations from continuity of operations, Devolution to Reconstitution and various emergency situations in between.
- Validation of GSA, Centers for Disease Control, and the American Society of Heating, Refrigerating and Air-Conditioning Engineers guidance ensuring facilities met or exceeded recommendations.
- Redefinition of the USDA Headquarters and GWCC facilities protocols following the Covid-19 pandemic to ensure the latest guidance was followed and implemented to the maximum extent possible to provide a safe workplace for USDA employees and contractors. Examples include operation of the central air-handling systems 24 hours a day, 7 days a week at USDA Headquarters and GWCC to maximize outdoor air intakes; central air-handling in modernized areas of the South Building (Wings 3, 4 and 5) outfitted with minimum efficiency reporting value (MERV 13) and non-modernized areas (Wings 1, 2, 6 and 7) outfitted with MERV 11 filters; GWCC central air-handling equipment outfitted with MERV 13 filters and ultra-violet C light that kills Covid, mold, bacteria, and other viruses
- Installation of touchless plumbing fixtures, wave door openers, and workstations that feature height adjustable surfaces oriented to ensure maximum isolation were installed at all GWCC buildings.
- Implementation of a safety process to expeditiously respond to approximately 55 COVID-19 positive incidents throughout the NCR, which covered 83 locations, and provided same-day cleaning and disinfection for over 480,000 square feet and several mission critical areas of the Headquarters Complex.
- Collaborated with Departmental leadership, Mission Areas, Agency Heads and Staff Office Directors throughout the fiscal year on Future of Work and Return to Workplace (space) meetings to strategize and discuss plans for operating in a post-pandemic environment and to ensure the USDA Headquarters Complex and GWCC remained open and operational.

During 2022, OO continued working with the National Capital Planning Commission (NCPC) and GSA and received an approved site development plan for the Whitten Building Lot 9 Perimeter Security project. The plan incorporates security measures that are effective to provide barriers to protect entrances, pedestrians, vehicle access points and critical areas/utilities from vehicle penetration. The plan also enhances the pedestrian and visitor experience in the project area, protecting the National Mall view and the Whitten Building Level IV facility, which is listed on the National Register of Historic Places. In addition, construction and solicitation documents were completed and discussions with Departmental leadership and the Agricultural Marketing Service began in the 4<sup>th</sup> quarter 2022 to identify a suitable Farmers Market location prior to final approval of the project and release of the solicitation.

The OO safety and health program reduced mishaps and property damage through identification of hazards within the facilities based on Agency/employee involvement and improved communications in reporting procedures which led to the elimination of workplace obstacles and overall improvement to employee safety at the USDA Headquarters Complex and GWCC.

During 2022, OO safety staff were directly involved in the following:

- Creation and implementation of a safety reporting system that monitors incident reporting, safety inspections, and safety tasks at USDA Headquarters and GWCC, greatly improving monitoring capabilities, providing on-the-spot numbers and status.
- Implementation of a program to conduct quarterly Indoor Air Quality (IAQ) testing using a contract industrial hygienist to test the ventilation, attic, humidity, and other key areas in public spaces.

- Completion of 8 IAQ assessments.
- Completion of 18 Asbestos Containing Materials assessments.
- Completion of 26 Lead (Pb) assessments.
- Completion of 52 visual inspections.
- Completion of 39 reports.
- Completed 2 Safety Committee meetings.

**Building Maintenance and Repairs:**

- Responded to 16,342 facility related service calls for the Headquarters Complex buildings and 11,621 for the GWCC. Performed 275 facility related minor repairs for the Headquarters Complex and GWCC valued at \$0.9 million and two major repairs not covered by the operations and maintenance contract valued at \$65,238.
- These consisted of repairs to plumbing, electrical, and mechanical systems; roof, pavement, structural, and fire protection systems; in addition to repairs needed to comply with building and safety codes.
- Performed 2,300 hours of preventive maintenance at the Headquarters Complex and 136 hours at GWCC. Preventive maintenance contributed to zero rate of failure of any significant building system.
- Successfully executed and managed \$19.5 million in service contracts for the South, Whitten and GWCC.
- Provided service via 69 Interagency Agreements to support 50 reimbursable accounts for painting, flooring, electrical services, locksmith services.
- Processed over 800 repair and alterations work orders valued at over \$6.8 million for major renovation projects in the South and Whitten buildings to support USDA Agencies and Staff Offices to enhance the work environment.

**Facility Improvements**

- Implemented and launched a new state-of-the-art conference room and hoteling reservation system (Archibus) in April 2022 to support facilities in the NCR. This first of its kind reservation system allows employees to identify and efficiently reserve conference rooms and shared hoteling space for USDA Headquarters and GWCC directly from their desktop.
- Awarded a contract for emergency replacement of the aged and failed chilled water coils for Air Handling Unit 11-2 that provide cooling to the A-section, floors 3, 4 and 5 of the Whitten Building.
- Completed a detailed preliminary design and independent government cost estimate and solicitation documentation for a design/build contract for the USDA South Building Fitness Center to replace aging and inefficient equipment with energy efficient mechanical equipment and lighting fixtures into a state-of-the-art facility to support employee health and wellness. As of the end of 2022, this project is still being reviewed and discussed prior to proceeding with the issuance of a solicitation.
- Continued work on the 12<sup>th</sup> Street Moat wall permanent restoration through the development of a Statement of Work. The project will continue into 2023 and requires review, input and approval by the GSA Office of Planning and Design Quality as well as the oversight authorities including the National Capital Planning Commission, District of Columbia, and Washington Metropolitan Area Transit Authority due to the location of the moat.

**Energy and Water Management Program:**

- Supported facility energy efficiency and awareness in the Headquarters Complex and at the GWCC to achieve and maintain annual reduction in building energy use and implement energy efficiency measures that reduce costs by.
- Maintained on-site renewable energy generation at the Headquarters and GWCC to enhance energy \ resilience and reduce costs. The solar systems at GWCC and Whitten Building contribute to 2022 energy cost avoidance of \$0.4 million.
- Since April 2015 through September 30, 2022, the GWCC Solar Farm system has generated 16,900 Megawatts of solar energy, which translates to \$2.9 million in energy cost avoidance for USDA. The GWCC Photovoltaics System is a 2.2-megawatt, consisting of 6,782 American-made solar panels installed over 6 acres of land. The GWCC Solar Farm is currently providing approximately 35 percent of the energy needs for this complex.
- Activated, in support of the Electrical Demand Response program, a load reduction plan to reduce electrical usage during periods when electrical use on the electric grid was high. This initiative helped reduce electric bills with minimal impact on the building's occupants.
- Completed the construction of the GWCC Phase 1 (Buildings 1 and 2) and Phase 2 (Buildings 3 and 4) modernization project, with a few change orders pending. Awarded the Wing 7 South building modernization contract, which includes the replacement of existing mechanical and electrical fixtures with energy efficient fixtures.

- Supported sustainable buildings by ensuring new major renovations conformed to sustainable design principles and energy and water efficiency requirements, with a goal of attaining LEED certifications for the GWCC and South Building Wing 7 modernization projects. The GWCC project is anticipated to receive a LEED Silver rating.
- Supported facility water efficiency and awareness in the Headquarters Complex and at the GWCC, implementing measures to conserve water and maintain annual water consumption reductions by:
- Incorporation of water efficient mechanical equipment and plumbing fixtures into the GWCC modernization of Buildings 1, 2, 3 and 4 and upcoming Wing 7 South Building and Fitness Center modernization.

**Biobased Products/Alternative Fuel:**

- Continue to utilize biobased and alternative products at USDA facilities by including requirements in the janitorial contract. Additionally, continued the requirement for operations and maintenance contractors to incorporate biobased (BioPreferred) products and compostable products when possible.
- Due to the decreased occupancy, modernization and the lack of eateries operating, composting has been suspended since March 15, 2020.

***AGENCY-WIDE PERFORMANCE***

**INTRODUCTION**

The Agriculture Buildings and Facilities (AgBF) account directly supports 2022-2026 USDA Strategic Plan, Goal 6: “Attract, Inspire, and Retain and Engaged and Motivated Workforce that’s Proud to Represent USDA”. The Office of Operations (through the AgBF account) is committed to making USDA a great place to work and does this through ensuring the health, wellness, and safety of USDA employees and providing a modern workplace through improvements in the building infrastructure, innovation, and technology enhancements to meet the needs of the USDA Mission Areas, Agencies and Staff Offices.