

## 2020 USDA EXPLANATORY NOTES – AGRICULTURE BUILDING AND FACILITIES

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**AGENCY-WIDE**

**PURPOSE STATEMENT**

This account finances the repair, improvement, maintenance, physical security, 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, improving and securing the Headquarters Complex, which encompasses 14.1 acres of grounds and 2 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 73 acres in Beltsville, MD.

The majority of the functional activities of Agriculture Buildings and Facilities are located in Washington, D.C. As of September 30, 2018, there were 82 full-time permanent employees. Of these, 79 were assigned in Washington, D.C., and 3 were assigned in Beltsville, Maryland.

Agriculture Buildings and Facilities did not have any Office of Inspector General or Government Accountability Office evaluation reports during the prior year.

**AVAILABLE FUNDS AND STAFF YEARS**

*Table AgBF-1. Available Funds and Staff Years (thousands of dollars, staff years (SY))*

Item	2017		2018		2019		2020	
	Actual	SY	Actual	SY	Estimate	SY	Budget	SY
Salaries and Expenses:								
Agriculture Building and Facilities.....	\$84,189	87	\$64,414	82	\$64,414	82	\$331,114	82
Balance Available, SOY.....	16,689	-	45,370	-	53,087	-	-	-
Recoveries, Other (Net).....	2,758	-	10,922	-	-	-	-	-
Total Available.....	103,636	87	120,706	82	117,501	82	331,114	82
Balance Available, EOY.....	-38,826	-	-53,087	-	-	-	-	-
Obligations.....	64,810	87	67,619	82	117,501	82	331,114	82
Obligations under other USDA Appropriations:								
Repair and Alternations.....	8,250	-	7,381	-	7,450	-	7,600	-
Total, AgBF.....	73,060	87	75,000	82	124,951	82	338,714	82

**PERMANENT POSITIONS BY GRADE AND STAFF YEARS**

*Table AgBF-2. Permanent Positions by Grade and Staff Years*

Item	2017			2018			2019			2020		
	D.C.	Field	Actual Total	D.C.	Field	Actual Total	D.C.	Field	Estimate Total	D.C.	Field	Budget Total
SES.....	2	-	2	2	-	2	2	-	2	2	-	2
GS-15.....	9	-	9	9	-	9	9	-	9	9	-	9
GS-14.....	19	-	19	19	-	19	19	-	19	19	-	19
GS-13.....	24	2	26	23	2	25	23	2	25	23	2	25
GS-12.....	13	-	13	13	-	13	13	-	13	13	-	13
GS-11.....	1	-	1	1	-	1	1	-	1	1	-	1
GS-10.....	5	-	5	3	-	3	3	-	3	3	-	3
GS-9.....	3	1	4	2	1	3	2	1	3	2	1	3
GS-8.....	3	-	3	3	-	3	3	-	3	3	-	3
GS-7.....	2	-	2	2	-	2	2	-	2	2	-	2
GS-6.....	2	-	2	2	-	2	2	-	2	2	-	2
Total Perm. FT	83	3	86	79	3	82	79	3	82	79	3	82
EOY.....												
Staff Year Est.....	84	3	87	79	3	82	79	3	82	79	3	82

**ACCOUNT 1: SALARIES AND EXPENSES**

**LEAD-OFF TABULAR STATEMENT**

*Table AgBF-3. Lead-Off Tabular Statement*

Item	Amount
2019 Annualized Continuing Resolution.....	\$64,414,000
Change in Appropriation .....	+266,700,000
Budget Estimate, 2020.....	<u>331,114,000</u>

**APPROPRIATIONS LANGUAGE**

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

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, \$331,114,000, to remain available until expended, for building operations and maintenance expenses.

**PROJECT STATEMENT**

*Table AgBF-4. Project Statement (thousands of dollars, staff years (SY))*

Item	2017		2018		2019		Inc. or Dec.	Chg Key SY	2020		
	Actual	SY	Actual	SY	Estimate	SY			Budget	SY	
Discretionary Appropriations:											
Agriculture Building and Facilities .	\$84,189	87	\$64,414	82	\$64,414	82	+\$266,700	(1)	-	\$331,114	82
Recoveries, Other (Net).....	2,758	-	10,922	-	-	-	-	-	-	-	-
Balance Available, SOY .....	16,689	-	45,370	-	53,087	-	-53,087	-	-	-	-
Total Available .....	103,636	87	120,706	82	117,501	82	+213,613	-	-	331,114	82
Balance Available, EOY .....	-38,826	-	-53,087	-	-	-	-	-	-	-	-
Total Obligations .....	64,810	87	67,619	82	117,501	82	+213,613	-	-	331,114	82

Base funding for 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 73 acres in Beltsville, MD. Base funding ensures that we have the necessary funding for staffing, utilities, and contractors providing security, operations and maintenance, 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.

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

- (1) An increase of \$266,700,000 (\$64,414,000 and 82 staff years available in 2019).

The funding change is requested for the following items:

- A) An increase of \$266,700,000 for Agriculture Building and Facilities to support implementation of the USDA OneNeighborhood initiative in the National Capital Region (NCR).

Each year, the Department spends approximately \$40 million on lease costs to house many of its employees in the NCR. In addition, the Department utilizes the Agriculture Buildings and Facilities funding to maintain and operate the Whitten and South Buildings which serve as the USDA Headquarters Complex. The current condition and design of the Headquarters Complex does not allow the Department to efficiently or effectively utilize its space in the NCR. For example, the current utilization rate for USDA’s NCR space across leased, owned and occupied space exceeds 350 square feet per person which is considerably higher than the USDA standard of 150 square feet per person. In addition, most agencies in

the South building are located on multiple floors and in multiple wings which causes inherent inefficiencies in managing and implementing our programs.

Built between 1930 and 1936 and listed on the National Register of Historic Places the South Building’s infrastructure and major mechanical systems have deteriorated over the years. In addition, work is needed throughout the Complex to resolve many life safety issues and environmental hazards, bring heating, air conditioning, electrical and mechanical systems up to code, conform to barrier free accessibility requirements and strengthen the overall safety and security for building occupants. Since the mid-1990s, the Department was pleased to have received funding from Congress to maintain and make some improvements throughout the Complex; further investments are needed to improve the efficiency of operations of the Complex and to address the issues identified above.

Building upon previous Congressional support, and the planning and work done to-date, the Department will be undertaking what we are calling the OneNeighborhood initiative in FY 2019 to address efficiency and effectiveness issues (including safety) across the Headquarters Complex. The OneNeighborhood initiative has three primary objectives: 1) Improve collaboration within and between agencies through space rationalization; 2) Reduce operating costs by recognizing lease and security cost savings; and 3) Model the commitment to improve efficiency and effectiveness of space in the NCR that can be exemplified throughout USDA’s field office locations.

To accomplish these objectives, the Department intends to leverage the requested funding to remediate life and health safety concerns throughout the complex, in addition to beginning the modernization of sections of the South Building that have not been previously updated. These updates will result in increased energy efficiency throughout the Complex through the replacement of outdated systems, in addition to a reconfiguration of space to enable USDA to house more employees in the South Building, thereby reducing the need for leased locations.

In addition to utilizing the requested funding, in FY 2019 the Department will leverage the Nonrecurring Expenses Fund (NEF) authority provided by Congress to begin a retrofit/upgrade project at the GWCC in Beltsville. The enhancements at GWCC will include renovating mechanical systems that are beginning to reach the end of their useful service life and reconfiguring the GWCC space to increase capacity. Such improvements will permit the Department to house additional employees at GWCC from other locations throughout the NCR.

The Department’s long-term goal is to dispose of most of the leases in the NCR and to house most employees in the Headquarters Complex and GWCC. When completed, the modernized and reconfigured buildings are intended to accommodate nearly all NCR employees and will reduce dependence on costly leased space in the NCR.

**GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND STAFF YEARS**

*Table AgBF-5. Geographic Breakdown of Obligations and Staff Years (thousands of dollars, staff years (SY))*

State/Territory/Country	2017		2018		2019		2020		SY
	Actual	SY	Actual	SY	Estimate	SY	Budget		
District of Columbia.....	\$64,414	84	\$67,217	79	\$117,091	79	\$330,704	79	
Maryland.....	396	3	402	3	410	3	410	3	
Obligations.....	64,810	87	67,619	82	117,501	82	331,114	82	
Bal. Available, EOY .....	38,826	-	53,087	-	-	-	-	-	
Total, Available .....	103,636	87	120,706	82	117,501	82	331,114	82	

**CLASSIFICATION BY OBJECTS**

*Table AgBF-6. Classification by Objects (thousands of dollars)*

Item No.	Item	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Personnel Compensation:					
	Washington D.C.....	\$9,038	\$9,008	\$9,108	\$9,198
11	Total personnel compensation .....	9,038	9,008	9,108	9,198
12	Personal benefits .....	2,893	2,919	2,707	2,707
13.0	Benefits for former personnel .....	1	3	3	-
	Total, personnel comp. and benefits .....	11,932	11,930	11,818	11,905
Other Objects:					
21.0	Travel and transportation of persons .....	28	18	55	55
22.0	Transportation of things .....	8	5	24	24
23.3	Communications, utilities, and misc. charges .....	6,024	7,253	7,874	7,874
24.0	Printing and reproduction.....	167	164	217	217
25.2	Other services from non-Federal sources .....	26,339	30,900	53,856	13,698
25.3	Other goods and services from Federal sources .....	2,533	2,036	3,623	3,623
25.4	Operation and maintenance of facilities .....	17,040	14,737	39,619	293,303
26.0	Supplies and materials .....	319	175	225	225
31.0	Equipment.....	420	401	190	190
	Total, Other Objects.....	52,878	55,689	105,683	319,209
99.9	Total, new obligations .....	64,810	67,619	117,501	331,114
Position Data:					
	Average Salary (dollars), ES Position.....	\$185,000	\$185,653	\$186,284	\$187,000
	Average Salary (dollars), GS Position .....	\$101,976	\$100,366	\$104,866	\$107,000
	Average Grade, GS Position .....	13.3	13.3	13.4	13.5

**GSA RENTAL PAYMENTS***Table AgBF-7. GSA Rental Payments (thousands of dollars)*

Agency	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Agricultural Marketing Service.....	\$1,163	\$4,260	\$4,302	\$4,314
Agricultural Research Service.....	4,760	4,834	4,891	4,984
Animal and Plant Health Inspection Service.....	40,365	38,874	38,929	39,708
Departmental Administration.....	1,729	1,772	1,104	1,132
Economic Research Service.....	5,903	6,074	5,500	10,750
Farm Production and Conservation Business Center.....	0	0	0	8,223
Farm Service Agency.....	26,517	21,077	25,962	20,657
Food and Nutrition Service.....	12,907	13,139	13,721	13,221
Food Safety and Inspection Service.....	9,912	10,795	10,765	10,755
Foreign Agricultural Service.....	92	95	95	97
Grain Inspection, Packers and Stockyards Administration.....	3,728	0	0	0
National Agricultural Statistics Service.....	6,742	6,321	6,447	6,667
National Institute of Food and Agriculture.....	5,626	5,292	5,792	5,966
Natural Resources Conservation Service.....	30,403	30,343	31,139	28,594
Office of Advocacy and Outreach.....	1	0	0	0
Office of Budget and Program Analysis.....	2	2	2	2
Office of Chief Economist.....	2	2	3	3
Office of Civil Rights.....	2,214	1,855	1,890	1,890
Office of Communications.....	4	4	4	4
Office of Ethics.....	2	2	2	2
Office of Executive Secretary.....	1	0	0	0
Office of General Counsel.....	1,256	1,256	1,328	1,344
Office of Hearings and Appeals.....	505	528	588	536
Office of Homeland Security.....	2	2	2	2
Office of the Chief Financial Officer.....	2	2	6	6
Office of the Chief Information Officer.....	472	152	155	159
Office of the Inspector General.....	5,013	5,095	5,000	5,100
Office of Partnerships and Public Engagement.....	0	1	1	1
Office of the Secretary.....	4	3	4	4
Risk Management Agency.....	2,983	3,592	3,848	3,994
Rural Development.....	21,007	19,594	20,050	20,351
<b>USDA Total.....</b>	<b>183,317</b>	<b>174,966</b>	<b>181,530</b>	<b>188,466</b>

**DHS BUILDING SECURITY**

*Table AgBF-8. DHS Building Security (thousands of dollars)*

Agency	2017 Actual	2018 Actual	2019 Estimate	2020 Budget
Agricultural Marketing Service.....	\$126	\$258	\$260	\$260
Agricultural Research Service.....	140	156	135	138
Animal and Plant Health Inspection Service.....	2,789	2,810	2,824	2,850
Departmental Administration.....	431	468	335	343
Economic Research Service.....	606	1,050	826	1,368
Farm Production and Conservation Business Center.....	0	0	0	1,624
Farm Service Agency.....	3,413	3,677	3,383	3,037
Food and Nutrition Service.....	1,301	1,406	1,492	1,617
Food Safety and Inspection Service.....	1,495	1,696	1,726	1,736
Foreign Agricultural Service.....	200	204	204	207
Grain Inspection, Packers and Stockyards Administration.....	144	0	0	0
National Agricultural Statistics Service.....	1,676	1,787	1,791	1,799
National Institute of Food and Agriculture.....	742	815	963	992
Natural Resources Conservation Service.....	3,186	3,351	2,692	2,463
Office of Advocacy and Outreach.....	7	0	0	0
Office of Budget and Program Analysis.....	24	24	28	28
Office of Chief Economist.....	24	25	26	26
Office of Civil Rights.....	282	252	260	265
Office of Communications.....	35	35	36	36
Office of Ethics.....	34	67	70	73
Office of Executive Secretary.....	4	0	0	0
Office of General Counsel.....	273	248	253	258
Office of Hearings and Appeals.....	38	39	39	39
Office of Homeland Security.....	25	23	24	25
Office of the Chief Financial Officer.....	2	2	5	5
Office of the Chief Information Officer.....	472	83	83	83
Office of the Inspector General.....	636	623	635	647
Office of Partnerships and Public Engagement.....	0	8	8	8
Office of the Secretary.....	85	86	87	87
Risk Management Agency.....	413	427	440	372
Rural Development.....	2,951	2,725	2,950	2,995
<b>USDA Total.....</b>	<b>21,554</b>	<b>22,345</b>	<b>21,575</b>	<b>23,381</b>

**STATUS OF PROGRAMS**

The Office of Operations (OO), an office within Departmental Administration, is responsible for the repair, improvement, maintenance, physical security, 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, 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 total square feet, located on 73 acres in Beltsville, Maryland.

***Current Activities***

Office of Operations. 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, physical and technical security, 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, physical security, 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 and South 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, security 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.

Ensuring that USDA Headquarters employees are protected from hazards during emergencies through effective emergency management, emergency planning and reconstitution of operations.

Protective Operations (Physical/Technical Security.). OO manages comprehensive physical security and law enforcement programs for USDA Headquarters' facilities in the NCR and at other designated sites outside the region. It provides for the control of personnel access, enforcement of laws and regulations, physical security of facilities, transportation of high-risk personnel, and the protection of personnel and government assets. It also serves as a liaison with other Federal security and law enforcement departments and officials to augment protection resources for threat mitigation. It manages a technical program for the installation, operation, and maintenance of security equipment at all USDA Headquarters' and NCR leased facilities.

The armed contract security force continues to be the first line of security and safety at the Headquarters Complex, GWCC, and if necessary, at the Secretary's Emergency Relocation Facility on a 24-hour, 7-day per week basis. The security guard contract provides for access control, surveillance, facility protection, and incident reporting.

The security technology employed in USDA Headquarters' facilities provides protection and visual capabilities throughout the entire Headquarters Complex and GWCC. However, acquisition and installation of new advances in technology make it more cost-efficient and effective to supplement the physical security guard contract.

Requirements include upgrading security cameras and acquiring more security equipment, such as additional ballistic material desks and shields at entrances to enhance the overall security posture at the Headquarters Complex and GWCC. Additionally, existing resources, which include in-house security staff, as well as a contract guard force will remain in place.

***Selected Examples of Recent Progress***

Headquarters Physical/Technical Security. In FY 2018, Protective Operations completed several projects, conducted outreach and training, and implemented measures that will significantly enhance and strengthen the security of the Headquarters Complex and GWCC to ensure the safety and protection of USDA employees and property as follows:

Reconfigured the GWCC security desk which included new ballistic material to provide additional protection for the Security Officers and improve the overall security, accountability and appearance, while providing a safer and more efficient customer experience.

Purchased and strategically placed ballistic shields at critical areas throughout the South Building to enhance security and provide officers with an extra level of protection at the entrances to the building.

Collaborated with the General Services Administration (GSA), National Park Service, the DC State Historic Preservation Officer, the Commission of Fine Arts, and National Capital Planning Commission and awards were made for the following critical security projects: Whitten Farmer's Market Parking Lot 9 security barrier; and Jefferson Drive retractable security bollards. Upon completion, the projects will significantly enhance security and ensure the safety of USDA employees and visitors from motor vehicle threats.

Conducted approximately 10 Security and Active Assailant Awareness presentations to USDA Staff Offices and Agencies during FY 2018 to provide security education and awareness to employees.

Conducted and/or collaborated on three Security Assessments of USDA facilities (owned and leased). A full-scale security assessment of the National Agriculture Library was conducted and OO collaborated on the joint assessment of the entire USDA Headquarters Complex (South and Whitten Buildings) and the Yates Building. As a result of the assessments and identified security vulnerabilities, OO now provides physical security at the Yates Building, which was under the jurisdiction of the Federal Protective Service. In addition, several security vulnerabilities were also closed at the South and Whitten Buildings.

Coordinated with the Department of Homeland Security (DHS), Federal Protective Services on the security Delegation of Authority package for the Yates Building and received approval from DHS in FY 2018. Effective in FY 2019, OO Protective Operations will assume the security responsibilities of the Yates Building through a reimbursable agreement with the Forest Service.

***Safety and Emergency Operations***

During FY 2018, OO completed various projects and conducted outreach and training initiatives in the Headquarters Complex as follows:

Completed the project to upgrade the main fire suppression sprinkler in the Whitten West Wing sub-basement.

Awarded the contract for the replacement of GWCC's smoke detectors to ensure a safe working environment.

Successfully conducted two fire evacuation drills at the South and Whitten buildings. Prior to execution of evacuation drills, OO redesigned the rendezvous points for the newly created USDA program areas.

Metrics for evacuation times were documented and all established performance metrics for exiting and re-entering the buildings were exceeded.

Conducted Public Address system and speaker testing to verify performance and coverage, and in coordination with GSA, conducted several fire alarm tests at USDA Headquarters to test system operability and reliability in the event of an emergency.

Developed an Emergency Evacuation quick reference "pocket" guide for occupants of the Headquarters Complex to ensure the safety and security of all USDA occupants. The guide provides instructions on how to respond to various emergency events in a safe, responsible and timely manner and covers procedures for shelter in place, active assailant, and earthquakes.

Updated and streamlined the USDA Headquarters Occupant Emergency Plan, which will be made available to designated agency Safety Coordinators across USDA and occupants of the Headquarters Complex. The plan provides emergency procedures and instructions to USDA employees, contractors and visitors and will significantly enhance the safety posture of the South and Whitten buildings during normal business as well as emergency events.

Provided critical support to a successful Eagle Horizon 2018 National Level exercise in West Virginia. In partnership with USDA's Office of Homeland Security, OO provided oversight for the development of the exercise scenario, incorporating reconstitution elements which focused on restoring operations in the NCR, created exercise injects, communicated across USDA agencies and developed an after-action report submitted to the Federal Emergency Management Agency. As a result of a well-organized, planned and executed exercise, USDA is considered well positioned to perform its primary mission and essential functions in the event of an emergency.

Modernization Program. During FY 2018, OO completed the projects for the design and construction of the Ag Connections Café, located on the 3<sup>rd</sup> floor of the Whitten Building, which serves USDA employees and visitors while promoting American agriculture; and the Benjamin Franklin Diplomatic Conference Center located on the 4<sup>th</sup>

floor of the Whitten Building, to include state of the art technology and the installation of card readers and A-Phone security technology to accommodate high-level meetings with foreign dignitaries. In addition, during FY 2018, OO completed the Master Housing, Change Management, and Relocation Plan which are critical antecedents to the South Building modernization and GWCC reconfiguration. The remaining scope of work will be laid out in a Memorandum of Agreement with the GSA Historic Preservation Office in FY 2019 as a framework on what future renovations are acceptable. When complete, the modernized building will accommodate an increased population and reduce dependency on costly leased space in the NCR.

In FY 2018, 55,022 square feet of office and related space at Patriots Plaza III was returned to GSA, resulting in an annual cost avoidance of \$2.4 million in rent and security charges. In addition, Rural Development was relocated from the Reporter's Building to the USDA Headquarters Complex and the Reporters Building was returned to GSA prior to the lease expiration, which resulted in a reduction of 37,123 square feet of office and related space and an annual cost avoidance of \$1.2 million. In collaboration with GSA, OO led the effort on a critical leasing action in the development of the Program of Requirements to resolicit the lease for the National Institute of Food and Agriculture's Waterfront location, which targets the reduction of the USDA's lease footprint in the NCR. Building Maintenance and Repairs. During FY 2018, OO responded to 18,733 facility related service calls for the Headquarters Complex buildings and 2,960 for the GWCC. There were 439 facility related minor repairs for the Headquarters Complex valued at \$1.1 million and 198 repairs for GWCC at a cost of \$740,630. These minor repairs consisted of repairs to the following areas: plumbing, electrical, mechanical systems, roof, pavement, structural, and fire protection systems, as well as other repair projects to comply with various building and safety codes. Additionally, 22,060 hours of preventive maintenance were performed at the Headquarters Complex and 2,004 hours of preventive maintenance were completed at GWCC during this period. The performance of this preventive maintenance resulted in a zero rate of failure of any significant building system for which preventive maintenance is scheduled cyclically.

The following facilities projects were initiated and/or completed in FY 2018:

In support of an Office of the Chief Information Officer funded project for the build-out of a Data Center in Room 0410, OO developed a statement of work and the project was awarded with construction continuing in FY 2019.

South Building roof repairs were made for falling slate tiles and other loose impediments to ensure a safe working environment for employees and visitors.

Completed the project to clean all South Building exterior windows facing C Street, 12<sup>th</sup> Street, 14<sup>th</sup> Street, and Independence Avenue, as well as painting of the moat handrails as part of the overall exterior maintenance of the USDA Headquarters Complex.

Completed the South Building Cafeteria kitchen renovations. The renovations involved replacing the flooring in the serving area, reconditioning the ice machine with high-end sanitation, and the replacement of outdated, inefficient and malfunctioning equipment to improve the safety and efficiency of kitchen operations.

Completed the geotechnical survey as part of the South Building 12<sup>th</sup> Street Moat retaining wall restoration project to examine subterranean conditions which caused the moat wall failure. The survey covered 12<sup>th</sup> Street between Independence Avenue and C Street and uncovered a large void under the sidewalk and a smaller void under the South Building moat slab. USDA continues to work with the District of Columbia Department of Transportation and the Washington Metropolitan Area Transit Authority to develop a plan of action.

Completed the replacement of the Whitten moat retaining walls using a design prepared in-house.

Completed construction of the storage facility to replace the existing storage shed in the 12<sup>th</sup> Street Moat adjacent to Parking Lot 9. This facility will be used to store USDA Farmers Markets tables, chairs, signage and assorted market accessories. Underground power was provided to the tent area in the center of the parking lot thereby eliminating tripping hazards.

Awarded contracts:

Awarded a new comprehensive five-year contract for custodial services. This contract encompasses the newest technology available in custodial services to provide quality services and a clean and first-class appearance throughout the USDA Headquarters Complex at competitive rates.

Following the completion of the bridging documents for a design-build project for the upgrade and replacement of the South and Whitten Building elevators, a contract for the modernization of the Whitten Building elevators 5 and 6 was awarded to ensure elevators are in compliance with current life/safety codes as well as restore historic features.

Awarded a contract for the Whitten Building emergency generator (to support elevator modernization). The emergency generator will provide emergency power to all elevators in the Whitten Building as required by code. In addition, it will support the chiller plant as well as portions of the Office of the Secretary.

Awarded a contract to replace the backflow preventers in both the South and Whitten Buildings to provide and ensure quality potable water within the facility.

Awarded a contract for pavers installation at the Whitten Center Wing roof parapet wall. The project is located on the roof top of the central core of the Whitten Building around an open atrium. The purpose of this project is to protect the glazing of the atrium from further breakage by stone ballast falling from the rooftop.

In FY 2018, OO continued to support sustainable operations, focusing on reducing energy consumption through solar photovoltaic panels and wind and solar powered street lamps, waste minimization and recycling, and planning for sustainable landscaping.

***Energy Management Program***

OO continued to support facility energy efficiency and awareness in the Headquarters Complex and GWCC, in support of Executive Order 13834 “Efficient Federal Operations” to achieve and maintain annual reduction in building energy use and implement energy efficiency measures that reduce costs, signed on May 17, 2018.

Accomplishments in FY 2018 include:

Awarded the project for the replacement of Sub Central Plant Chiller number 2 in the Whitten Building. When completed, the replacement will ensure that the system for cooling is reliable and efficient.

Completed the installation of the primary switchgear power monitoring system dashboard for the Headquarters Complex. The system provides the ability to identify abnormally high or low energy usage, which will assist OO in determining the actual building power performance and assist in energy management.

In coordination with DC Water, replaced South Building Wing 1 and Wing 7 domestic main water isolation valves and replaced main water meters to ensure accuracy of water usage throughout the USDA Headquarters Complex.

Upgraded lawn irrigation sprinkler devices at the USDA Headquarters Complex for energy conservation and water usage reductions.

Completed the solicitation and awarded the contract for the replacement of the GWCC Cooling towers to replace outdated and inefficient equipment.

Continued the Electrical Demand Response Program. During FY 2018, OO activated its load reduction plan and supported curtailment of 16 requested load shedding events, to include voluntary in-house load reduction events in the USDA Headquarters Complex to promote the energy reduction program. In addition, USDA was the recipient of \$10,000 in rebates for energy reduction participation from the District of Columbia Sustainable Energy Utility based on energy reduction.

Based on energy billings for the Headquarters Complex, the FY 2018 electric usage (kwh) increased by 11.9 percent and the cost also increased by 4.5 percent over FY 2017 usage and costs. For GWCC, there was a 10.8 percent reduction in electric usage (kWh) and 13 percent reduction in cost as compared to FY 2017 usage and costs, which may be attributed to the ongoing downsizing of the data center at GWCC and the existing photovoltaic solar farm and wind turbines at GWCC (commissioned during FY 2018), which provides energy efficiency and the ability for the GWCC campus to operate off-grid on sunny days.

***Biobased Products/Alternative Fuel***

OO continues to use biobased and alternative products at USDA facilities. The new janitorial contract includes requirements to use biobased cleaning products. The Food Service and Operations and Maintenance contractors also incorporate biobased (BioPreferred) products and compostable products where practical. During FY 2018, all the disposable cafeteria-ware was biobased. Composting of cafeteria waste and coffee grounds was expanded and now makes up 10 percent of the total waste reduced, diverted, and recycled. The compost is used to fertilize fields at the University of Maryland agricultural research area. OO is committed to taking a leading role in procuring and showcasing BioPreferred products.