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Fiscal Years 2021-2025, 2021

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Department of the Treasury
Departmental Offices (DO)
Director, FOIA and Transparency
1500 Pennsylvania Avenue NW
Washington, DC 20220
[Treasury Public Access Link \(PAL\) Request Portal](#)
Email: FOIA@treasury.gov?subject=FOIA Request

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DEPARTMENT OF THE TREASURY
WASHINGTON, D.C.

3/8/2023

RE: Your FOIA Request to Treasury, Case Number 2021-FOIA-00304

This is the final response of the Department of the Treasury (Treasury) to your Freedom of Information Act (FOIA) request dated 1/16/2021. You have requested access to the following records:

“A copy of the Department of the Treasury Capital Plan (i.e., Agency-wide Real Property Capital Plan), as required and described in OMB Memorandum M-20-03 issued November 6, 2019, and M-20-03 Implementation Guidance issued July 2, 2020.”

Your request has been processed under the provisions of the FOIA, 5 U.S.C. § 552. A reasonable search was conducted for records responsive to your request. In response to the search, nine (9) pages were located within the Departmental Offices of Treasury. After carefully considering these records, I am releasing eight (8) pages in full and one (1) page in part. The withheld information is protected from disclosure under the FOIA pursuant to 5 U.S.C. § 552 (b)(6).

Exemption (b)(6), Permits withholding of records and information about individuals when disclosure would be a clearly unwarranted invasion of personal privacy.

There are no fees assessed at this time since allowable charges fell below \$25.

You have the right to appeal this decision within 90 days from the date of this letter. By filing an appeal, you preserve your rights under FOIA and give the agency a chance to review and reconsider your request and the agency's decision. Your appeal must be in writing, signed by you or your representative, and should contain the rationale for your appeal. Please also cite the FOIA reference number noted above. Your appeal should be addressed to:

FOIA Appeal
FOIA and Transparency
Office of Privacy, Transparency, and Records
Department of the Treasury
1500 Pennsylvania Ave., N.W.
Washington, D.C. 20220

If you submit your appeal by mail, clearly mark the letter and the envelope with the words “Freedom of Information Act Appeal.” Your appeal must be postmarked or electronically transmitted within 90 days from the date of this letter.

If you would like to discuss this response before filing an appeal to attempt to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison for assistance via email at FOIAPL@treasury.gov, or via phone at (202) 622-8098. A FOIA Public Liaison is a supervisory official to whom FOIA requesters can raise questions or concerns about the agency’s FOIA process. FOIA Public Liaisons can explain agency records, suggest agency offices that may have responsive records, provide an estimated date of completion, and discuss how to reformulate and/or reduce the scope of requests in order to minimize fees and expedite processing time.

If the FOIA Public Liaison is unable to satisfactorily resolve your question or concern, the Office of Government Information Services (OGIS) also mediates disputes between FOIA requesters and federal agencies as a non-exclusive alternative to litigation. If you wish to contact OGIS, you may contact the agency directly by email at OGIS@nara.gov, by phone at (877) 684-6448, by fax at (202) 741-5769 or by mail at the address below:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road – OGIS
College Park, MD 20740-6001

Please note that contacting any agency official (including the FOIA analyst, FOIA Requester Service Center, FOIA Public Liaison) and/or OGIS is not an alternative to filing an administrative appeal and does not stop the 90-day appeal clock

You may reach me via telephone at 202-622-0930, extension 2; or via e-mail at FOIA@treasury.gov. Please reference FOIA case number 2021-FOIA-00304 when contacting our office about this request.

Sincerely,



Mark Bittner
Director, FOIA and Transparency
Office of Privacy, Transparency, and Records

Enclosures
Responsive document set (9 pages)



Department of the Treasury

**Capital Plan
Fiscal Years 2021-2025**

February 2021

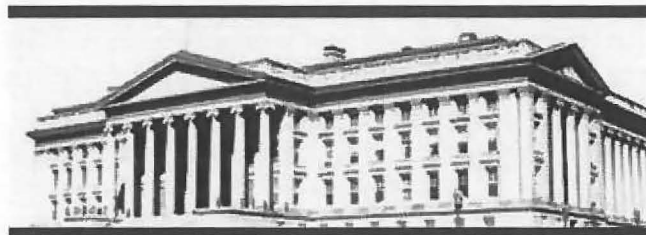


Table of Contents

	Page No.
Table of Contents	2
Department of the Treasury Capital Plan	3
Department of the Treasury Mission	4
Roles and Responsibilities of Senior Officials	5
Compliance and Internal Controls	6
Department of the Treasury Real Property Portfolio	6
Appendix A: Reduction Targets for Office Space	8
Appendix B: Proposed First Year Project Reporting	9

DEPARTMENT OF THE TREASURY CAPITAL PLAN

This Capital Plan (Plan) is submitted to the General Service Administration (GSA) and the Office of Management and Budget (OMB), in compliance with OMB Management Memorandum M-20-03 dated November 6, 2019, "Implementation of Agency-wide Real Property Capital Planning." As required, this plan covers the period from FY 2021 - FY 2025 and identifies actions to maintain a transparent planning and programming process that identifies prospective capital investments and program funding to support the development of the Department's non-I.T. capital investments.

This first edition of the Plan under M-20-03 is focused on capturing Treasury's capital planning priorities for Treasury facilities. Our multi-year path for maturing the development of the Plan is as outlined below.

Phase 1 – Current Real Property Coordination Structures (FY 2019 - FY 2020)

The Treasury Operations Executive Council, chaired by the Deputy Assistant Secretary for Treasury Operations (DASTO), who serves as Treasury's Senior Real Property Officer (SRPO), oversees management policies pertaining to the Treasury-wide real estate portfolio. Council membership includes senior bureau officials with oversight responsibilities for real property. Bureau Real Property Officers (BRPO) constitute the working group-level policy and operations managers.

Treasury bureaus effectively manage its limited resources to sustain its facilities that are necessary to operate and conduct its critical missions, including assessment and prioritization. Considering the significant differences in Treasury bureaus' mission, size, and facility needs, Bureau Heads are best positioned to ascertain their agencies' facility capital planning requirements, and Treasury headquarters provides leadership assistance and oversight, where and when needed, in the appropriate fora.

In FY 2020, Treasury Headquarters established its Non-I.T. Capital Planning Executive Steering Committee (ESC), chaired by the DASTO/SRPO. The ESC membership includes the DAS (Management and Budget), DAS (Security), DAS (Human Resources), Chief Information Officer, Director of Office of Civil Rights and Diversity, and Headquarters Director of Financial Management. The focus of the ESC is to evaluate and prioritize the headquarters' capital investment needs, as it pertains to its facility portfolio of owned and leased facilities. Its capital investment strategy is part of this first edition of the Plan. Supporting the ESC is the Capital Planning Investment Review Board, and associated staff, responsible for reviewing capital investment requirements, conducting research, performing cost analysis, and developing recommendations for the ESC review.

Phase 2 – Business Process Development and Implementation (FY 2021 - FY 2022)

Treasury is evaluating the most effective means for establishing an efficient, consistent, repeatable capital planning process that can support Treasury's overall mission. Preference is given to utilizing existing processes and systems, as the resources are not readily available to apply towards new systems development, nor major changes to existing processes.

Treasury currently has a unified capital planning process for the consolidation of the Department's capital investment plans and documenting the overall strategy which addresses investments on major IT and non-IT capital assets, such as real property and equipment. Treasury bureaus are required to provide brief summaries of their capital investment strategy and enter their capital investment data directly in the Department's SharePoint Investment Knowledge Exchange (SPIKE).

Treasury uses SPIKE as its capital planning portfolio management tool which generates Capital Investment Plans for each bureau, the IT Portfolio, the Major Investment Business Case, and a separate Capital Investment Plan with data on all major IT and non IT investment that is provided to Congress within thirty day of the completion of the budget. Using SPIKE as a common entry tool promotes consistency between the IT Portfolio, the Major Investment Business Case, and the Summary of Capital Investments which reports funding information for bureau capital investments.

Treasury is currently reviewing modification to SPIKE to enable the collection of additional data in order to meet M-20-03's intent. Depending on the nature of the modifications, additional guidance—and agreement with bureaus—will need to be negotiated. The Treasury Operations Executive Council's calendar can be easily modified, as needed, and will issue capital planning guidance, as appropriate, based on an Administration's priorities and guidance.

For the submission of this initial capital plan, Treasury is reporting its planned capital projects for the budget submission, as Appendix B. The plan identifies all 1st year real property capital projects, planned disposals, consolidations/co-locations, and expansion needs for the period of FY 2021-2025. However, Treasury's detailed non-IT capital investment funding obligation data, background analysis, or detailed needs assessments will not be available through SPIKE until summer 2021. Upon completion of any prospective SPIKE modifications, narrative descriptions of investment strategies and related data will be included in the Department's future Capital Plan submissions. Any new space acquisitions not identified in this plan will require bureau submission in writing to the SRPO and the ASM by the requesting bureau.

DEPARTMENT OF THE TREASURY MISSION

The Department of the Treasury's core mission is to maintain a strong economy and create economic and job opportunities by promoting conditions that enable economic growth and stability at home and abroad; strengthen national security by combating threats and protecting the integrity of the financial system; and manage the U.S. government's finances and resources effectively. The Department of the Treasury¹ is organized into the headquarters bureau, known as the Departmental Offices (DO), seven operating bureaus, and four Inspector Generals. DO is primarily responsible for policy formulation and the overall headquarters management of the Department of the Treasury while the bureaus are operational organizations conducting functions that fall under the mission of the Department.

¹ Treasury Bureaus with Real Property: Bureau of Engraving and Printing (BEP), U.S. Mint (MINT), Departmental Offices (DO), Office of the Comptroller of the Currency (OCC), Internal Revenue Service (IRS), Bureau of Fiscal Services (Fiscal Services), Alcohol and Tobacco Tax and Trade Bureau (TTB), Financial Crimes Enforcement Network (FinCEN), Office of the Inspector General (OIG), Treasury Inspector General for Tax Administration (TIGTA), Special Inspector General for TARP (SIGTARP), and Special Inspector General for Pandemic Response (SIGPR).

ROLES AND RESPONSIBILITIES OF TREASURY SENIOR OFFICIALS

Treasury-wide Responsibilities

The Department of the Treasury's Assistant Secretary for Management (ASM) has Department-wide responsibility for acquisition, utilization, and disposal of Treasury real property. The ASM has the approval authority for bureau proposals to acquire an ownership interest in, or to dispose of, Treasury-owned real property, and to the extent permitted by law, any determinations and findings required by statute or regulation to be made by the Head of the Agency on real property matters.

The ASM has delegated to the Bureau Heads the responsibilities of management and oversight of Treasury's real property portfolio, and the DASTO to serve as the Department's designated SRPO. The SRPO serves as Treasury's senior official representing the Department on the Federal Real Property Council (FRPC), as well as the council's Executive Steering Committee, supporting the FRPC's charter for government-wide efforts to optimize utilization of real property.

Treasury Headquarters

The ASM has delegated to the DASTO the authority and responsibility for conducting non-I.T. capital planning for requirements that fall within the purview of Treasury Operations. In this capacity, the DASTO works in partnership with Treasury's Budget Officer to ensure that Treasury's budgetary resources are allocated in accordance with Treasury's investment strategy, in a cost-efficient manner to support mission requirements, aligned to senior leadership priorities.

The ESC is responsible for reviewing, and approving, the prioritized list of headquarters non-I.T. capital investments and updating the list annually to reflect the changes. The draft plan will be updated with the most current program and budget information available at the time, reflecting the federal commitment to capital investment needs and prospective future requests.

The DASTO is also responsible for the following:

- Ensuring that appropriate Departmental policies, procedures, reviews, and reporting requirements are developed and maintained in accordance with ASM guidance, Treasury Directives and Orders, and applicable OMB and GSA regulations that pertain to the acquisition, utilization, and disposal of real property;
- Functioning as the Department of the Treasury's Chief Sustainability Officer, Assistant Safety and Health Official, and the Assistant Continuity Coordinator;
- Coordinating the development and submission of OMB Space Budget Exhibits Justifications and requirements for Non-IT Capital Investment Planning consistent with the instructions in OMB Circular A-11;
- Chairing the DO Capital Planning Executive Steering Committee (ESC) and its advisory body, the Capital Planning Investment Review Board (CPIRB), established to provide safety, security, preservation, and infrastructure awareness to enable investment decisions aligned to support the mission and goals of the Department; and

- Supporting the FRPC’s agenda, including advocacy for transparency and information sharing across the Department to enable integration of capital planning and the optimization of real property investments.

COMPLIANCE INTERNAL CONTROLS

As the senior official overseeing the Department’s financial management internal controls, Treasury’s DCFO is responsible for setting forth policies and guidance for ensuring proper internal controls over capital planning and related accounting for such investments made.

One of the Department’s key goals is the disposition of real property in an environmentally friendly manner with consideration to organizational work units’ mission requirements. Treasury Directive 72-02 (Acquisition, Utilization, Management, and Disposal of Treasury Real Property Assets), provides that:

- Real property holdings under Treasury control are fully utilized with intent to put to optimum use. Systematic, thorough reviews of real property holdings shall be conducted at least annually to categorize and identify property that is not needed, is underutilized, or is not being put to its optimal use. Real property identified as not needed shall be promptly reported and released in accordance with the policies established by OMB, the GSA and Department of the Treasury regulations.*

DEPARTMENT OF THE TREASURY REAL PROPERTY PORTFOLIO

FY 2020 Portfolio Summary

	Direct Lease Space	Owned Space	GSA OA Space
Office	1,783,827 RSF	954,778 SF	20,201,019 USF
Warehouse	0	0	1,494,392 USF
All Other	9,800 RSF	3,169,302 SF	545,555 USF

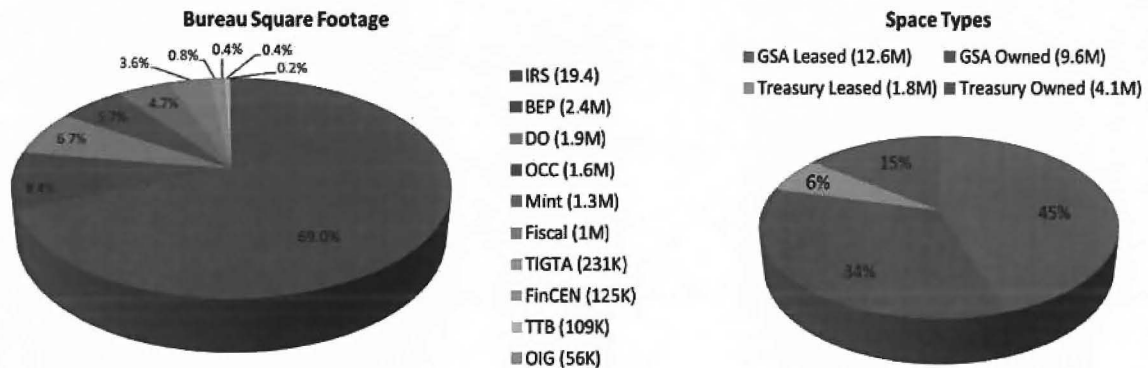
Overall Agency Building Portfolio

Treasury’s real property portfolio in FY20 consisted of 28,158,674 square feet which yields to 12,643,079 usable square feet (USF) of GSA leased space, 9,597,888 (USF) of GSA owned space, 1,793,627 square feet of Treasury direct leased space, and 4,124,080 gross square feet (GSF) of Treasury owned space.

- The Treasury owned inventory is currently 11 owned facilities consisting of three building that have a predominant use deemed as office space identified as the Main Treasury Building, the Freedman Bank Building, and 1700 G Street, NW, Washington, DC. The owned inventory also consists of 5 U.S. Mint industrial facilities, and 3 BEP industrial facilities.

- The Treasury leased space is currently 67 direct or delegated leases consisting of 57 OCC direct leases, 9 IRS delegated leases and 1 U.S. Mint direct lease.
- The Treasury space portfolio consists of 22.9M square feet of office space, 3.3M square feet of industrial space, 1.5M (sf) of warehouse space, and 439K (sf) of other types of space (e.g., data center, day care, public facing facilities, and laboratories).

Total Square Footage (28.2M)



(b)(6)

2/12/21

Mike Thomas
 Deputy Assistant Secretary for Treasury Operations
 Senior Real Property Officer
 U.S. Department of the Treasury

Appendix A

Reduction Targets for Office Space

The Department of the Treasury is projecting the relinquishment of almost 1.4 million rentable square feet of office space. The Department will leverage the planned termination of existing leases and space assignments at the time of lease expiration, consolidations/co-locations, and the increased use of telework. The Department will continue targeting metropolitan areas with multiple posts of duty sites for opportunities to pursue consolidation opportunities where it makes business and financial sense.

The Department is not projecting any reductions to the current warehouse footprint. The Department's owned inventory is fully utilized, and there are no planned disposals for any owned facilities. The below tables identifies the overall targets specifically for domestic office space reductions through FY 2025.

Domestic Office and Warehouse SF Reduction Targets

FY 2021 - FY 2025

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Office Target (Net SF Reduction)	-176,410	-723,099	-253,829	-226,578	TBD	-1,379,916
Warehouse Targets (Net SF Reduction)	0	0	0	0	0	0

Disposal Targets for Owned Facilities

FY 2021 - FY 2025

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Disposal Target (Net SF Reduction)	0	0	0	0	0	0
Disposal Target (Number of buildings)	0	0	0	0	0	0

Appendix B

The Department's list identifying all 2021 real property capital projects is attached as an excel spreadsheet titled: **First Year Projects List - Proposed for Budget Request**