

AMS CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 15-34
Date Received: March 25, 2015
Title: Updates to Real Estate Templates

Initiator Name: Caitlin Phillips
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Guidance and Policy must be submitted with separate CR coversheets.

Policy

Or

Procurement Guidance

Real Estate Guidance

Other Guidance

Summary of Change: Updates to the Real Estate Templates are required as a result of updated information from customers, Real Estate Contracting Officers, and Legal Counsel.

Reason for Change: ALO-200 is revising the Real Estate templates to address concerns expressed by the Legal Counsel and Real Estate Contracting Officers over the past fiscal year.

Development, Review, and Concurrence: ALO-200, ALO-300, AGC-520, WLSA, ELSA & CLSA

Target Audience: Real Estate Contracting Officers

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location: Please add the following templates in AMS with the attached documents.

Existing Templates for Update:

1.3.15 File Checklist: Outgrant (Land)

2.6.2 Antenna Rack Space

2.6.2.1 Antenna Rack Space (Instructions and Prescriptions)

2.6.8 Standard Space Lease

2.6.8.1 Standard Space Lease (Instructions and Prescriptions)

FAST Version 04/2015

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2.6.9 Small Space Lease

2.6.9.1 Small Space Lease (Instructions and Prescriptions)

2.6.12 Solicitation for Offers

2.6.26 File Checklist: Outgrant (Space)

6.5.2 RECOS Recertification Training Request Form

New Template:

3.2.6 Funding Request Form pdf version

3.2.6 Funding Request Form excel version

The redline version must be a comparison with the current published FAST version.

I confirm I used the latest published version to create this change / redline

or

This is new content

Links: <http://fast.faa.gov/RealEstateTemplates.cfm>

Attachments: Redline and Final documents.

Other Files: None.