

CHANGE REQUEST COVER SHEET

Change Request Number: 13-103

Date Received: 9/16/13

Title: Updated AMS Real Property Policy Templates

Name: Charles Baldwin

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Policy OR Guidance: Templates

Section/Text Location Affected: Sections 2 and 3 of the template library are being updated

Summary of Change: As a result of feedback from the Real Estate Contracting Officers in the field we are revising a number of existing templates related to attachment A to the space lease and the lease evaluation form.

Reason for Change: We are revising these templates to address concerns expressed by Real Estate Contracting Officers in the field over the past fiscal year.

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

Target Audience: Real Estate Contracting Officers

Potential Links within FAST for the Change: N/A

Briefing Planned: No

ASAG Responsibilities: None

Links for New/Modified Forms (or) Documents (LINK 1)

On this page

<http://fast.faa.gov/RealEstateTemplates.cfm?CFID=5058507&CFTOKEN=13550229>

Update the files below with the following information:

Template Number: 2.6.3 *Title:* Attachment A to Space Lease, *Date:* 10/2013 *Doc name:* attachmenta.doc

Template Number: 3.2.1 *Title:* Lease Evaluation Form, *Date:* 10/2013 *Doc name:* leaseevaluation.doc