

CHANGE REQUEST COVER SHEET

Change Request Number: 13-57

Date Received: 3/26/13

Title: Updated AMS Real Property Templates

Name: Charles Baldwin

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Policy OR Guidance: Guidance

Section/Text Location Affected: Sections 1 and 2 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 to address issues with the clause and file matrices.

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?>

1

Update the files below with the following information:

Template Number: 1.3.18 Title: Outgrant Application Form (Land), Date: 4/2013 Doc name: outgrantapplication.doc

Template Number: 2.6.31 Title: Outgrant Application Form (Space), Date: 4/2013 Doc name: outgrantapplication2.doc

Template Number: 2.6.2 Title: Antenna and Rack Space, Date: 4/2013 Doc name: antennaspacespace.doc

Template Number: 2.6.3.1 Title: Attachment B to Space Lease, Date: 4/2013 Doc name: attachmentb.doc

Template Number: 1.3.5 Rename to New Title: Land Lease and MOA File Review Checklist, Date: 4/2013 Rename to New Doc Name: landfilereview.doc

Template Number: 1.3.6 Rename to New Title: Land Lease and MOA Clause Review Checklist, Date: 4/2013 Rename to New Doc Name: landclausereview.doc

Template Number: 2.6.19 Rename to New Title: Space Lease Clause Review Checklist, Date: 4/2013 Rename to New Doc Name: spaceclausereview.doc

Template Number: 2.6.20 Title: Space Lease File Review Checklist, Date: 4/2013 Rename to New Doc Name: spacefilereview.doc

2

The following file is a new template to be added to section 1 of template library:

Suggested Template Number: 1.3.19 Title: Easement Clause Review Checklist, Date: 4/2013 Doc name: easementreview.doc

3

The following files and rows are to be REMOVED from the template library:

Template Number: 1.3.5.1 Title: On-Airport Land Lease and Memorandum of Agreement (MOA) File Checklist, Date: 4/2010 Doc name: onlandlease.doc

Template Number: 1.3.5.2 Title: Land Lease File Checklist Narrative, Date: 7/2010 Doc name: landleasenarrative.doc

Template Number: 2.6.20.1 Title: Space Lease File Checklist Narrative, Date: 4/2010 Doc name: spaceleasenarrative.doc