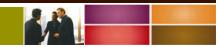


**National Capital Region** 



# **Delegations Program**

"Partnering for Success"





NCR Delegations Coordinator Christine Ewing (202) 205-4010

### **Central Office Support**

Michael Malane (215) 446-4611 Paul Onstad (202) 501-0512 DC Service Center Cheryl Montague (202) 205-4849

## Metropolitan Service Center

Karen Willis (202) 219-2464 Donna Wells (202) 219-3388

#### Potomac Service Center

Denise Oliphant (202) 205-3477

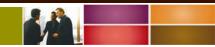
## Triangle Service Center

Nancy Podorski (202) 205-5257





- GSA's Delegation program grants Federal agencies the authority to manage and operate their own space
- GSA maintains a stewardship role



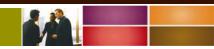
# Government-Owned Buildings

- Operations & Maintenance (O&M) Delegation
- One-Time Alteration Delegation

## • Leases

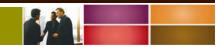
GS &

- Administrative Contracting Office (ACO)
- Leased O&M Delegation
- Alterations (Individual)
- Contracting Officer Representative (COR)
   Designation





<ul> <li>Leasing Authority</li> </ul>	John Thomas	(202) 205-4307
<ul> <li>Utility Services</li> </ul>	Mark Ewing	(202) 708-9296
<ul> <li>Real Property Disposal</li> </ul>	Victoria Hartke	(202) 205-2127
<ul> <li>Security</li> </ul>	Matthew Weese	(202) 353-1955





- Operational Reviews
- Rent Estimate & Budget
- Customer Satisfaction Surveys
- Standard Operating Procedures
- Approval for Alteration Projects
- Emergency Contact Listing



- GSA
  - 2 Day operational review
  - Conducted every other year
  - Tool to identify areas for support

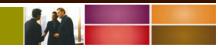




- Rent estimate
  - Water

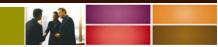
GSA

- Special Services
- Business Improvement District (BID) Services
- Annual "no year" money letter from GSA
- Flowchart on budget process





- FY06 Tenant Satisfaction Survey briefing conducted for customer agencies 4/06
- CBE tools to access data
- Feedback on survey process

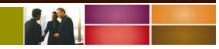




**Standard Operating Procedures** 

Revisions to standard operating procedures

- Mandatory management plans
- Recisions
- CADD Drawings





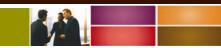
**Government Owned Buildings** 

Projects under \$250,000

GS♪

- Projects over \$250,000
  - Written request to Service Center (SC)
  - SC reviews project scope and plans
  - Written response from SC
  - Continued communication







- Submit emergency contacts list quarterly

   Jan, Apr, July, Oct
- GSA, PBS, NCR Attn: Christine Ewing, WPF 7th & D Streets, SW Room 6651 Washington DC 20407
- Sample listing (handout)



#### **National Capital Region**



# **Thank You for Participating!**

