

December 30, 2019

## Data Quality Record for Long-Term Performance Goals

**Long-Term Performance Goal Text:** By September 30, 2022, reduce unnecessary or unused office, warehouse, and lab space by 850,641 square feet.

**Goal Number/Objective:** Goal 3: Greater Certainty, Compliance, and Effectiveness/Objective 3.5: Improve Efficiency and Effectiveness

**NPM Lead:** Office of Mission Support (OMS)

### 1a. Purpose of Long-Term Performance Goal:

To track the release of office, warehouse and lab space. As a result of these efforts, EPA will become a more efficient and effective agency by reducing lease, utility, security and other facility management costs, which will enable the agency to direct resources to core environmental work.

### 1b. Performance Measure Term Definitions:

Usable square feet means the usable square feet of EPA-occupied office, warehouse, and lab space plus the share of building common areas.

**1c. Unit of Measure:** Usable square feet.

### 2a. Data Source:

- Relevant information system: OMS's Office of Administration Services Information System (OASIS).
- Entity that reports data to the system: EPA facility managers.
- Frequency of reporting primary data: Data are reported each time there is a modification to an Occupancy Agreement.
- Reference to Quality Assurance Project Plan: N/A

### 2b. Data needed for interpretation of (calculated) Performance Result:

- Baseline: A total of 5,264,846 usable square feet as of FY 2017.
- OASIS is updated each time there is a modification to an Occupancy Agreement.

### 3. Methodology:

Space reductions are based on lease expirations and EPA's Program of Requirements.

### 4. Data Limitations/Qualifications:

N/A

### 5. Technical Contact:

Dan Coogan/202-564-1862

### 6. Certification Statement/Signature

I certify the information in this DQR is complete and accurate.

DAA Signature Wesley J Carpenter Date 1/16/2020