

January 16, 2018

Data Quality Record for Strategic Measures

Strategic Measure Text: By September 30, 2022, reduce unnecessary or unused office, warehouse space, and lab space by 850,641 square feet

Goal Number/Objective: Goal 3: Rule of Law and Process/Objective 3.5: Improve Efficiency and Effectiveness

NPM Lead: Office of Administration and Resource Management (OARM)

1a. Purpose of Strategic Measure:

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 the office space plus the share of building common areas.

1c. Unit of Measure: Usable square feet

2a. Data Source:

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

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

- Baseline: 5,264,846 square feet
- OASIS is updated each time there is a modification to an Occupancy Agreement.
- Universe: 5,264,846 square feet

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 _____

