

EIGHTH ARMY REGULATION 420-2

FACILITIES ENGINEERING (420)

Requirements Based System for Real Property Maintenance and Repair

30 June 1995

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Facilities Engineering

REQUIREMENTS BASED SYSTEM FOR REAL PROPERTY MAINTENANCE AND REPAIR

SUPPLEMENTATION. Local limited supplementation of this regulation is permitted. If supplements are developed, major subordinate commands of EUSA will furnish one copy to HQ 19th Theater Army Area Command, ATTN: EANC-EN-EPT, Unit #15236, APO AP 96205-0009.

MANAGEMENT CONTROL PROCESS. This regulation does not contain management control provisions.

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*This regulation supersedes EUSA Reg 420-2, 14 December 1990.

1. **PURPOSE.** This regulation prescribes policies and procedures for planning, programming, and executing Maintenance and Repair (M&R) projects within the Eighth United States Army (EUSA). For this regulation, a M&R project is any single real property undertaking where the M&R cost of the project exceeds \$15,000. A single undertaking is normally limited to one Real Property Facility. For efficiency in design and contracting, several projects may be combined.

2. **SCOPE.** This regulation applies to all M&R projects to be financed with direct Operations and Maintenance, Army and Department of Defense Real Property Maintenance funds. It does not apply to projects for upgrading of facilities or components of facilities.

3. **REFERENCES.** Required and related publications are listed in appendix A.

4. **EXPLANATION OF ABBREVIATIONS AND TERMS.** Abbreviations and terms used in this regulation are explained in the glossary.

5. **GENERAL POLICIES.**

a. There should be only one Facilities Engineer Work Request (FEWR) for each building facility for M&R deficiencies. Projects for other than building facilities may be prepared to provide for a logical single undertaking.

b. Projects under \$25,000 may be packaged for the Command Priority List (CPL) at the option of the Directorate of Engineering and Housing/ Directorate of Facilities Engineering (DEH/DFE).

c. Policies on Backlog of Maintenance and Repair (BMAR) projects are stated in the 19th Theater Army Area Command (TAACOM) Pam 420-2 and AR 420-16.

d. The following BMAR limits are established.

(1) Validation of projects \$15,000 and over will be performed by Assistant Chief of Staff (ACofS), Engineer, 19th TAACOM.

(2) Work requests under \$15,000 and older than four years after placement on Annual Work Plan (AWP) will not be listed and reported.

e. Work on a temporary facility can be listed and reported as potential BMAR if the following conditions are met:

(1) The work is necessary to keep the facility useful for its current function.

(2) For routine M&R, the remaining life of the facility must be at least three years.

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(3) For major renovation projects, the remaining life of the facility must be at least five years.

f. The M&R projects will be funded in accordance with (IAW) CPL priorities.

6. FUNDING POLICIES.

a. Allocation of M&R funds for CPL projects will be based on the EUSA Funding Model which uses three factors; square footage, authorized population, and percentage of EUSA BMAR. The CPL board uses the EUSA BMAR scores as a minimum guidance when prioritizing M&R projects and developing the CPL.

b. Emergency M&R projects will be funded immediately as an exception to the priority order of CPL. The ACofS, Engineer, 19th TAACOM will approve emergency projects when imminent danger to life or property exists or when facilities have been damaged or destroyed by fire, flood, or other catastrophic event.

c. Projects that were selected for funding, either in-house or contract, may not actually be accomplished because of displacement by higher priority work that was identified during the course of the year. These projects will be returned to the Unconstrained Requirements Report (URR). They also become candidates for additional funds that may become available through fund migration.

d. This regulation will be used to allocate funds beginning with fiscal year (FY) 96.

7. RESPONSIBILITIES.

a. The Commander, 19th TAACOM will establish implementation policies, guidance, and direction within the 19th TAACOM.

b. The ACofS Engineer, 19th TAACOM will--

(1) Develop and publish validation criteria and operational procedures for scoring and validating M&R projects.

(2) Validate and develop M&R projects' base scores. The BMAR Project Validation Team will validate all M&R projects that exceed \$15,000.

(3) Develop a schedule for support group (SG) submission of M&R priorities, provide each SG with a list of projects to be prioritized, and publish the EUSA list of scored M&R projects in rank order.

(4) Maintain the data bank and submit 4th quarter BMAR quarterly report, and annual BMAR reports to the ACofS, Engineer, EUSA IAW AR 420-16, by 25 October.

(5) Publish annually a schedule of project validation visits.

(6) Execute qualified M&R projects in rank order of the CPL until available funds are depleted.

(7) Approve emergency M&R projects on a case-by-case basis.

c. The Commanders, SGs will--

(1) Implement and accomplish required procedures for M&R activities IAW 19th TAACOM Pam 420-2 and EUSA Reg 420-2.

(2) Prioritize the M&R projects into their CPL and return the prioritized list to the Directorate of Engineering, Plans and Services (EP&S), ACofS, Engineer for execution.

(3) Approve qualified M&R projects with base BMAR score over 120 and/or a total EUSA score greater than 17,000.

d. The DEH/DFEs will--

(1) Identify, develop, and record M&R projects and input BMAR project lists to the Directorate of Engineering Management (DEM), ACofS, Engineer, 19th TAACOM, as required.

(2) Ensure that input to the project listings agrees with other local reports which show obligations or outstanding balances for that FY.

(3) Provide BMAR project listing updates as of the end of each quarter to the DEM, ACofS, Engineer, 19th TAACOM not later than the following month.

(4) Ensure that the fourth quarter and end of the FY input agrees with other required reports, lists, and analyses.

(5) Prepare and furnish the validation team with a copy of the FEWRs for the projects to be validated and with a facility inspector who will accompany the team and provide assistance and transportation.

e. The ACofS, Engineer, EUSA, will review and submit the BMAR report to Headquarters, Department of the Army (HQDA).

8. FACILITY CONDITION INSPECTIONS.

a. Each real property facility on the DEH/DFE real property records will be inspected once each year. The DEH/DFEs will ensure that facility condition inspections are documented, that valid estimates for deficiencies are made, and that 100% inspections of all facilities are conducted during the FY as required.

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b. Standards for maintenance of buildings and structures will be in strict accordance with AR 420-70, chapter 2, which restricts facilities to be maintained, and establishes standards for maintenance and repair of facilities and components. Inspections, tests, and maintenance of heating and plumbing systems will conform with AR 420-49. Maintenance and repair of electrical, water, and sewage systems will conform with AR 420-43 and AR 420-46, respectively.

9. DEVELOPMENT OF PROJECTS. Upon completion of the annual inspection, deficiencies will be reviewed for the purpose of establishing projects and accomplishment packages.

a. All work required in one real property facility is to be considered a project for the purpose of establishing approval limits and for project approval. The DEH/DFE will prepare a FEWR which includes all work to be accomplished in the facility. This FEWR will not be canceled unless the work is no longer required but will be amended when necessary to delete work or add deficiencies identified at a later inspection of the facility.

b. Projects which contain M&R over \$15,000 will be identified by adding "BMAR" as the last word in the project title and assign immediately each FEWR Program Indicator (PI) code of BX, with X representing the last digit of the FY when the project is placed on the AWP. The FEWRs should be prepared for all projects, to include those jobs which are not likely to be funded during the forthcoming FY. At this point, the total maintenance and repair requirement for each facility will have been identified and documented with work authorization documents.

10. PROJECT LISTINGS.

a. A computerized listing of BMAR projects and potential BMAR projects will be maintained and distributed quarterly by the DEM, ACofS, Engineer, 19th TAACOM. Current unfinanced projects which are developed during the year as potential BMAR will be added by the DEH/DFEs to the potential BMAR project listings at the end of each quarter.

b. A project listing will be sent to the DEH/DFEs during the 3rd week of each quarter with all potential BMAR identified during the previous quarter. The DEH/DFEs should use this listing as a working copy. The listing shall be returned to the DEM, ACofS, Engineer, 19th TAACOM with the updates not later than the 10th of the first month of the next quarter.

c. Note that all potential BMAR reported by the 10th of October for the last quarter of the FY will be listed as BMAR and all projects older than four years will be deleted from the list which can be identified by PI code of X representing that FY of those projects were placed on the AWP.

d. The update of the BMAR and potential BMAR listing will include additions and/or deletions based on year-end financing decisions. This fourth quarter report will be the basis for BMAR reporting to HQDA.

e. All M&R projects which are planned to be accomplished by contract should be listed in the CPL in order of priority. The priority of the projects will be determined by using the EUSA BMAR scores as guide.

11. **VALIDATIONS.** See 19th TAACOM Pam 420-2.

12. **FILES MAINTENANCE OF M&R PROJECTS.** A project file will be established by the DEH/DFE for each M&R work request, DA Form 4283 (Facility Engineer Work Request - XFA, XFB, XFC) or DD Form 1391 (FY __ Military Construction Projects Data) estimated to cost \$15,000 and more. This file will be used to control M&R projects until they are deleted or work is completed.

a. A complete file for each CPL project will be maintained by the Directorate of EP&S, ACofS, Engineer, 19th TAACOM.

b. Each project folder will include a copy of all documents and data affecting the project and be sufficient to clearly develop the necessary audit trail. This includes information to document the scope of work for inclusion in the AWP, and to support the essentiality of need. This requires the DA Form 4283 or DD Form 1391, which describes the projects in detail, be accompanied by a signed and dated detailed construction work estimate not more than one year old.

The proponent of this regulation is the Office of the Assistant Chief of Staff, Engineer, 19th TAACOM. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, 19th TAACOM, ATTN: EANC-EN-EPT, Unit #15236, APO AP 96205-0009.

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APPENDIX A

REFERENCES

Section I. REQUIRED PUBLICATIONS

AR 420-16 (Facilities Engineering - Reports). Cited in subparagraphs 5c, 7b(4), and glossary.

AR 420-17 (Real Property and Resource Management). Cited in the glossary.

AR 420-43 (Electrical Services). Cited in subparagraph 8b.

AR 420-46 (Water Supply and Wastewater). Cited in subparagraph 8b.

AR 420-49 (Heating, Energy Selection and Fuel Storage, Distribution and Dispensing Systems). Cited in subparagraph 8b.

AR 420-70 (Buildings and Structures). Cited in subparagraph 8b.

Technical Note No. 420-10-1 (Directorate of Engineering and Housing, Resources Management System Handbook). Cited in the glossary.

19th TAACOM Pam 420-2 (Backlog of Maintenance and Repair). Cited in paragraph 11 and subparagraph 7c(1).

Section II. RELATED PUBLICATIONS

AR 37-100-XXX (Account/Code Structure).

AR 415-28 (Department of the Army Facility Classes and Construction Categories (Category Codes)).

AR 420-10 (Management of Installation Directorates of Engineering and Housing).

DA Pam 420-8 (Facilities Engineering Management Handbook).

GLOSSARY

Section I. ABBREVIATIONS

ACofS	Assistant Chief of Staff
AWP	Annual Work Plan
BMAR	Backlog of Maintenance and Repair
CPL	Command Priority List
DEH/DFE	Directorate of Engineering and Housing/Directorate of Facilities Engineering
DEM	Directorate of Engineering Management
EP&S	Engineering, Plans and Services
EUSA	Eighth United States Army
FEWR	Facilities Engineer Work Request
FY	fiscal year
HQDA	Headquarters, Department of the Army
IAW	in accordance with
M&R	maintenance and repair
PI	Program Indicator
SG	support group
TAACOM	Theater Army Area Command

Section II. TERMS

Annual Work Plan. The AWP is a part of the Resource Management Plan as described in chapter 3, Technical Note No. 420-10-1.

Backlog of maintenance and repair. Also called BMAR. A FY-end measurement of M&R of real property (not equipment) work that remains as a firm requirement and was not started during the FY due to a lack of resources. Includes M&R projects estimated at \$15,000 or more, remaining as an unconstrained requirement at the end of the previous FY. See AR 420-16, paragraph 2-8.

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BMAR activities. The procedures of identifying and classifying BMAR requirements; documenting, reporting, scoring, prioritizing, and validating BMAR projects; and preparing BMAR reports.

BMAR candidates (Potential BMAR). The M&R projects developed during the current FY, for which resources to accomplish them are not available and which otherwise meet all the qualifications for BMAR.

Budget year. The FY following the current FY.

Command priority list. Also called CPL. An unconstrained list of new work and M&R projects which exceed the approval authority or technical capability of the DEH/DFE.

BMAR project revalidation. A follow review to ensure a project is still required and to verify or update the scope and cost stated in the project documents for inclusion on the BMAR list.

BMAR project validation. The inspection and verification procedures to establish whether or not a project meets the qualifications for BMAR.

Facilities upgrade. The improvement work required, with or without other related minor (new) construction, to upgrade facilities from expeditionary to DA standards.

Maintenance. The work required to preserve and maintain real property facilities in such condition that they may be effectively used for their designated functional purpose. Includes work done to prevent damage which otherwise would be more costly to restore than to prevent (work essential to restore failed or failing facilities or components to an operative condition or to a state that prevents further deterioration). Includes work to sustain components. Examples include painting, roofing, heating, plumbing, and sealing bituminous pavements.

Projects file. A historical record of a project containing documentation as required by AR 420-17, paragraph 3-8.

Repair. The restoration of a real property facility to such condition that it may be effectively used for its designated functional purpose. Repair may include overhaul, reprocessing, or replacement of deteriorated component parts or materials. Repair does not include replacement of a complete facility. Repair includes--

- a. Correction of conditions in failed or failing components of existing facilities or systems to meet current DA prescribed standards and codes. Such corrective work may include incidental increases in quantities or capacities where such work, for reasons of economy, should be done concurrently with the primary project of restoration of failed or failing components.

b. Substitution of replacement parts or materials which are more durable and provide longer life for failed or failing original parts and materials. The intent is to provide the most durable, energy efficient, low maintenance, cost effective items.

Resource Management Plan. Also called RMP. List of work planned for accomplishment within available resources during the FY. See Technical Note No. 420-10-1.

Target year. The second FY following the current FY.