

Clearfield Job Corps Center

Exhibit 300: Part I: Summary Information and Justification (All Capital Assets)

I.A. Overview

1. Date of Submission:	8/31/2006
2. Agency:	Department of Labor
3. Bureau:	Job Corps
4. Name of this Capital Asset:	Clearfield JCC - Dorm Complex Design and Construction (5 dormitories)
5. Unique Project (Investment) Identifier: (For IT investment only, see section 53. For all other, use agency ID system.)	2641
6. What kind of investment will this be in FY2008? (Please NOTE: Investments moving to O&M ONLY in FY2008, with Planning/Acquisition activities prior to FY2008 should not select O&M. These investments should indicate their current status.)	Full Acquisition / Renovations
7. What was the first budget year this investment was submitted to OMB?	FY2003

8. Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap:

Scope of Work:

This project is to design and construct five new dormitories (272 beds each) to replace the existing dilapidated ones. Dorm 1 has been built. Dorm 2 & 3 are currently in construction.

The scope of the work will include demolition of buildings 7 and 32.

Job Corps is a nationwide network of 122 training facilities, called Job Corps Centers, which house a population of approximately 60,000 students and is staffed by more than 15,000 employees.

DOL Strategic Goals

Four strategic goals guide the Department's mission: A Prepared Workforce; A Secure Workforce; Quality Workplaces; and A Competitive Workforce. These overarching goals guide the Department's day-to-day efforts - and set into motion agency-level goals that provide focus to the Department's programmatic mission. In support of these overarching goals, DOL has identified and set certain strategic, outcome, and performance goals in its strategic plan. (http://www.dol.gov/_sec/stratplan/main.htm)

The performance goals most closely associated with this separately managed DOL real property are:

Strategic Goal 1 - A Prepared Workforce: Enhance Opportunities for America's Workforce
 The mission of Job Corps is to attract eligible young adults, teach them the skills they need to become employable and independent, and place them in meaningful jobs or further education. The new construction of facilities for Job Corps Training Programs allows the agency to provide training programs which give the youth served the greatest opportunity to learn skills leading to meaningful employment. New facilities create a learning environment which enhances educational achievement and the development of vocational and workplace skills that will lead to increased employment, retention and earnings (A Prepared Workforce).

Outcome Goal 1.2 - Increase opportunities for youth employment.
 (http://www.dol.gov/_sec/stratplan/strat_plan_2003-2008.htm#outcome1.2)

Performance Goal 1.2B - Improve educational achievements of Job Corps students and increase participation of Job Corps graduates in employment and education.

9. Did the Agency's Executive/Investment Committee approve this request?	Yes
a. If "yes," what was the date of this approval?	7/31/2006
10. Did the Project Manager review this Exhibit?	Yes
11. Contact information of Project Manager?	
Name	
O'Malley, Mike; RA	
Phone Number	
Email	
12. Has the agency developed and/or promoted cost effective, energy efficient and environmentally sustainable techniques or practices for this project.	Yes
a. Will this investment include electronic assets (including computers)?	Yes
b. Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)	Yes
1. If "yes," is an ESPC or UESC being used to help fund this investment?	Yes
2. If "yes," will this investment meet sustainable design principles?	Yes
3. If "yes," is it designed to be 30% more energy efficient than relevant code?	Yes
13. Does this investment support one of the PMA initiatives?	Yes
If "yes," check all that apply:	Real Property Asset Management
13a. Briefly describe how this asset directly supports the identified initiative(s)?	

By achieving the Right-cost, Right-size, and Right-condition in this project; Job Corps will meet the objectives of Executive Order 13327. Job Corps has implemented the performance measures set forth in EO 13327 and set the following ambitious performance targets:

(FY 2006 – FY2010)

Outlays	0	0	0	0	0	0	0	0	0
TOTAL									
Budgetary Resources									
Outlays									
Government FTE Costs									
Budgetary Resources	0	0	0	0	0	0	0	0	0
Number of FTE represented by Costs:	0	0	0	0	0	0	0	0	0

Note: For the cross-agency investments, this table should include all funding (both managing partner and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

2. Will this project require the agency to hire additional FTE's? No

a. If "yes," How many and in what year?

3. If the summary of spending has changed from the FY2007 President's budget request, briefly explain those changes:

I.C. Acquisition/Contract Strategy

Sensitive Data

*** SENSITIVE DATA: The cost information was omitted***

Contracts/Task Orders Table:

Type of Contract/ Task Order	Has the contract been awarded?	If so what is the date of the award? If not, what is the planned award date?	Start date of Contract/ Task Order	End date of Contract/ Task Order	Is this an Interagency Acquisition?	Is it performance based?	What, if any, alternative financing option is being used?	Is EVM in the contract?	Does the contract include the required security and privacy clauses?	Name of CO
Firm Fixed Price	Yes	12/05/2003	12/12/2003	6/04/2007	No	No	None	No	N/A	Marissa DelaCerna
Firm Fixed Price	Yes	9/29/2005	10/26/2005	1/30/2007	No	No	None	No	N/A	Marissa DelaCerna

2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:

EVM is performed for Job Corps projects by the Engineering Support Contract, which has project management staff responsible for all of the ongoing projects.

3. Do the contracts ensure Section 508 compliance? N/A

a. Explain why:

4. Is there an acquisition plan which has been approved in accordance with agency requirements? Yes

a. If "yes," what is the date?

b. If "no," will an acquisition plan be developed?

1. If "no," briefly explain why:

I.D. Performance Information

In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.

Agencies must use Table 1 below for reporting performance goals and measures for all non-IT investments and for existing IT investments that were initiated prior to FY 2005. The table can be extended to include measures for years beyond FY 2006.

Performance Information Table 1:

Fiscal Year	Strategic Goal(s) Supported	Performance Measure	Actual/base line (from Previous Year)	Planned Performance Metric (Target)	Performance Metric Results (Actual)
2006	A Prepared Workforce	The percent of Job Corps participants who will enter employment or enroll in post-secondary education or advanced training in the first quarter after exit from the program	79%	87%	TBD
2006	A Prepared Workforce	The percent of students who will attain GED, high school diploma, or certificate by the end of the third quarter after exit from the program	68%	65%	TBD
2006	A Prepared Workforce	The percent of students who will achieve literacy and numeracy gains of one adult basic education (ABE) level, equivalent to two grade levels	58%	47%	TBD
2007	A Prepared Workforce	The percent of Job Corps participants who will enter employment or enroll in post-secondary education or advanced training in the first quarter after exit from the program	87%	87%	TBD
2007	A Prepared Workforce	The percent of students who will attain GED, high school diploma, or certificate by the end of the third quarter after exit from the program	65%	65%	TBD
2007	A Prepared Workforce	The percent of students who will achieve literacy and numeracy gains of one adult basic education (ABE) level, equivalent to two grade levels	47%	49%	TBD
2008	A Prepared Workforce	The percent of Job Corps participants who will enter employment or enroll in post-secondary education or advanced training in the first quarter after exit from the program	87%	87%	TBD

2008	A Prepared Workforce	The percent of students who will attain GED, high school diploma, or certificate by the end of the third quarter after exit from the program	65%	66%	TBD
2008	A Prepared Workforce	The percent of students who will achieve literacy and numeracy gains of one adult basic education (ABE) level, equivalent to two grade levels	49%	55%	TBD

Exhibit 300: Part II: Planning, Acquisition and Performance Information

II.A. Alternatives Analysis

Sensitive Data

* * * SENSITIVE DATA: The cost information was omitted* * *

Part II should be completed only for investments identified as "Planning" or "Full Acquisition," or "Mixed Life-Cycle" investments in response to Question 6 in Part I, Section A above.

In selecting the best capital asset, you should identify and consider at least three viable alternatives, in addition to the current baseline, i.e., the status quo. Use OMB Circular A- 94 for all investments, and the Clinger Cohen Act of 1996 for IT investments, to determine the criteria you should use in your Benefit/Cost Analysis.

- 1. Did you conduct an alternatives analysis for this project?** Yes
- a. If "yes," provide the date the analysis was completed?** 8/1/2006
- b. If "no," what is the anticipated date this analysis will be completed?**
- c. If no analysis is planned, please briefly explain why:**

2. Alternative Analysis Results:

Use the results of your alternatives analysis to complete the following table:

Send to OMB	Alternative Analyzed	Description of Alternative	Risk Adjusted Lifecycle Costs estimate	Risk Adjusted Lifecycle Benefits estimate
False	Alternative 1	Status Quo- Maintain old facilities. Do minor renovations over the years. This alternative was studied but found not feasible because: <ol style="list-style-type: none"> The existing buildings are deteriorating at a fast pace, doing nothing will jeopardize the center operation. The configurations of the existing buildings are also not conducive to Job Corps training. Any short term band-aid fixes will not result in recognizable improvements. Postponing the replacement plan will only increase the eventual cost and impose undue pressure on center operations. 	N/A	N/A
True	Alternative 2	Construct new prototype dormitories to replace the existing deteriorated dormitories.		

		<ol style="list-style-type: none"> 1. The prototype dormitories will provide the students the much needed privacy. 2. The lounges and study rooms will offer extended after class training for the students. 3. The health and safety condition will substantially improve. 4. No temporary housing is required during construction phase. 		
False	Alternative 3	<p>Rehabilitate the existing dormitories.</p> <ol style="list-style-type: none"> 1. The existing dormitories do not have sufficient space to accommodate the student population. 2. The rehab should entail increasing the square footage of the dormitories by constructing mezzanine level within the existing structure. 3. The dormitory configuration will still present operational challenge. 4. Privacy will still be an issue. 5. The remaining useful life is still questionable. 6. Temporary housing will be required during the construction phase 		
False	Alternative 4	<p>Rehab existing dormitories and provide new addition to the existing structure</p> <ol style="list-style-type: none"> 1. The addition will provide the much needed lounge spaces. 2. The dormitory configurations will still present challenges to operation. 3. Privacy would still be somewhat lacking. 4. The remaining useful life is questionable. 5. Temporary housing will be required during the construction phase. 		

3. Which alternative was selected by the Agency's Executive/Investment Committee and why was it chosen?

Background:

1. Existing dormitories are basically half barrel structures meant for temporary use and are well beyond the expected life span.
2. The adaptive reuse of these barrel structures provides only the minimal level of life safety and building code requirements.
3. The configurations of the existing dormitories provide very little privacy and are not conducive to Job Corps operation.
4. If the deterioration rate persists, some parts of the existing dormitories will have to be condemned and the student enrollment will certainly drop.

Alternative 2 was chosen:

1. Lowest life cycle cost
2. Building designs are optimized for Job Corps operation.

Build New Dorms, Alternative 2, was selected as determined by the long range plan, which is based on the following assumptions:

Assumptions:

1. The life cycle cost analysis is based on a 30 yr. span.
2. Cost of new construction or rehabilitation is based on Job Corps historic data or R.S. Means cost publication.
3. Cost of repairs, utilities and maintenance is based on BOMA data.
4. Even after rehab, the repaired building will not perform like a new building. Some building elements will need replacement.

5. A rehabilitated building will be treated as the same as a ten year old building.
6. At the end of the 15th year, some building systems will require replacement, such as HVAC system, roofing, etc..
7. Discount rate in calculating the cost/benefit analysis is based on OMB guidelines (3%).
8. Rate of depreciation is based on IRS guidelines (39 yrs for non-residential bldgs).
9. Rate of investment return is based on a study by a Job Corps consultant, the Mathematica.

II.B. Risk Management

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

1. Does the investment have a Risk Management Plan? Yes

a. If "yes," what is the date of the plan? 8/1/2006

b. Has the Risk Management Plan been significantly changed since last year's submission to OMB? No

c. If "yes," describe any significant changes:

2. If there currently is no plan, will a plan be developed?

a. If "yes," what is the planned completion date?

b. If "no," what is the strategy for managing the risks?

Date Identified	Area of Risk	Description	Probability of Occurrence	Strategy for Mitigation	Current Status as of the date of this exhibit
9/8/2005	1 - Schedule	Overly aggressive deliverable dates	Basic	Ensure the resources exist to support aggressive schedule and obtain senior management approval	Construction in Progress
9/8/2005	1 - Schedule	Overly aggressive deliverable dates	Basic	Break project up into discrete useful segments, brief in duration and narrow in scope	Construction in Progress
9/8/2005	1 - Schedule	Project delays due to labor issues	Basic	Monitor local labor condition.	Construction in Progress
9/8/2005	1 - Schedule	Time extensions required due to weather	High	Plan construction start carefully and close monitoring of CPM schedule	Construction in Progress
9/8/2005	1 - Schedule	Permitting process delay	Medium	Coordinate with local authority early in the	Construction in Progress

		construction start		process.	
9/8/2005	1 - Schedule	Inability to track actual progress against planned milestones	Medium	Structure contract to require frequent contractor reporting based on approved milestones. (CPM schedule, etc)	Construction in Progress
9/8/2005	2 - Initial Costs	Overly conservative or optimistic initial cost estimate	Medium	Use generally accepted cost estimation techniques	Construction in Progress
9/8/2005	2 - Initial Costs	Overly conservative or optimistic initial cost estimate	Medium	Use historic cost data, provide contingency	Construction in Progress
9/8/2005	2 - Initial Costs	Inadequate information upon which to accurately estimate costs (scope and requirements)	Medium	Conduct scope verification prior to budget request and Perform peer review of scope to ensure completeness	Construction in Progress
9/8/2005	2 - Initial Costs	Inadequate information upon which to accurately estimate costs (scope and requirements)	Medium	Conduct scope verification prior to budget request	Construction in Progress
9/8/2005	2 - Initial Costs	Inadequate information upon which to accurately estimate costs (scope and requirements)	Medium	Perform peer review of scope to ensure completeness	Construction in Progress
9/8/2005	2 - Initial Costs	Mis-estimation of scope	Medium	Management plan incorporates human resource needs/estimates of government staff level of effort	Construction in Progress
9/8/2005	2 - Initial Costs	Mis-estimation of scope	Medium	Provide contingency	Construction in Progress
9/8/2005	2 - Initial Costs	Mis-estimation of scope	Medium	Conduct peer review of the scope	Construction in Progress
9/8/2005	3 - Lifecycle Costs	Inaccurate or wrong assumptions	Basic	Use generally accepted cost estimation techniques to ensure all associated costs are captured	Construction in Progress
9/8/2005	3 - Lifecycle Costs	Inaccurate or wrong assumptions	Basic	Use industry standards for estimating recurring costs	Construction in Progress
9/8/2005	3 - Lifecycle Costs	Incomplete, inappropriate parameters	Medium	Use best practices and knowledge of similar projects, as well as industry research and accepted cost estimating	Construction in Progress

				techniques to ensure accuracy	
9/8/2005	4 - Technical Obsolescence	Investment may not adapt to future needs of the Center (e.g. changing needs of the vocational training facilities)	Medium	Ensure system design is flexible enough to accommodate program changes	Construction in Progress
9/8/2005	4 - Technical Obsolescence	In-house capability may be insufficient to cover all aspects of investment	Medium	Ensure troubleshooting and support issues can be handled in-house as required	Construction in Progress
9/8/2005	4 - Technical Obsolescence	Investment may require upgrades to comply with new regulations (e.g. asbestos abatement; radon mitigation system)	Medium	Periodic facility evaluation to ensure compliance and project medical needs.	Construction in Progress
9/8/2005	5 - Feasibility	Unrealistic performance and technical specifications	Medium	Obtain independent assessment of performance and technical specifications; Ensure senior management approval of performance and technical specifications	Construction in Progress
9/8/2005	5 - Feasibility	Unrealistic performance and technical specifications	Medium	Review similar projects completed in the past, projects in other Agencies or the private sector to ensure the expected performance is achievable	Construction in Progress
9/8/2005	5 - Feasibility	Unrealistic performance and technical specifications	Medium	Requirements definition work and planning largely complete prior to beginning of implementation/integration	Construction in Progress
9/8/2005	6 - Reliability of Systems	Systems within investment do not last expected lifespan	Medium	Clarify warranty and guaranty issues in design documents	Construction in Progress
9/8/2005	7 - Dependencies and Interoperability	Many dependencies	Basic	Identify and plan for dependencies up front; Develop contingency plans for potential failure or delay of any dependent systems or processes	Construction in Progress
9/8/2005	8 - Surety	Impact of loss,	Basic	Ensure that physical and	Construction in

	(Asset Protection) Considerations	damage or the adequacy of physical protection of the asset		environmental security measures (protection of the asset) are commensurate with the value of the asset and the level of risk	Progress
9/8/2005	10 - Capability of Agency to Manage the Investment	Lack of experience to manage a project of similar size and scope	Medium	Ensure the investment project is led by experienced project manager	Construction in Progress
9/8/2005	11 - Overall Risk of Project Failure	Risk assessment results in one or more factors, whose occurrence would have catastrophic consequences for the project	Medium	Ensure risk is assessed up front and actively managed throughout the life of the project; Request regular risk management reports from the contractor; Ensure management/mitigation plans will adequately address the occurrence of risk	Construction in Progress
9/8/2005	11 - Overall Risk of Project Failure	Inadequate attention is paid to monitoring cost, schedule, and performance goals	High	Provide monthly reports to senior management on cost, schedule, and performance	Construction in Progress
9/8/2005	11 - Overall Risk of Project Failure	Lack of senior management attention	Medium	Obtain senior management signoff on a formal risk management plan	Construction in Progress
9/8/2005	12 - Organizational and Change Management	Risk of disruption to mission resulting from change in management	Medium	Ensure backup and succession planning is sufficient to carryout and prevent project failure.	Construction in Progress
9/8/2005	12 - Organizational and Change Management	Absence of formal coordination body/team/entity to manage transition	Medium	Project management plan updated regularly including transition management team/board	Construction in Progress
9/8/2005	16 - Strategic	Project is ongoing or stop-gap investment not fully aligned with more recent agency strategic plan	Basic	Formal communication channel with agency leadership/central CIO shop established to inform leadership and acquire sponsor	Construction in Progress
9/8/2005	17 - Security	Risk associated with construction projects	Basic	Ensure adequate security mechanisms; Consider outsourcing to alleviate surety considerations	Construction in Progress
9/8/2005	19 - Project	Insufficient	Basic	Members with	Construction in

	Resources	acquisition expertise or acquisition planning resources		acquisition management/planning expertise and financial management expertise included in Integrated Project Team (IPT)	Progress
9/8/2005	19 - Project Resources	Insufficient acquisition expertise or acquisition planning resources	Basic	Project broken into discrete useful segments, brief in duration and narrow in scope	Construction in Progress
9/8/2005	19 - Project Resources	Cost Overruns	High	Monitor contractor performance; Custom design portions of the project isolated and limited; Project plan updated regularly	Construction in Progress

II.C. Cost and Schedule Performance

Sensitive Data

*** SENSITIVE DATA: The cost information was omitted***

1. Does the earned value management system meet the criteria in ANSI/EIA Standard-748? Yes

2. Answer the following questions about current cumulative cost and schedule performance. The numbers reported below should reflect current actual information. (Per OMB requirements Cost/Schedule Performance information should include both Government and Contractor Costs):

a. What is the Planned Value (PV)?

b. What is the Earned Value (EV)?

c. What is the actual cost of work performed (AC)?

d. What costs are included in the reported Cost/Schedule Performance information (Government Only/Contractor Only/Both)? Contractor Only

e. "As of" date: 8/1/2006

3. What is the calculated Schedule Performance Index (SPI = EV/PV)? 0.954600

4. What is the schedule variance (SV = EV-PV)? -.750000

5. What is the calculated Cost Performance Index (CPI = EV/AC)? 1.018000

6. What is the cost variance (CV=EV-AC)? .2900000

7. Is the CV% or SV% greater than +/- 10%? No

