



**Department of Energy**  
1000 Independence Avenue  
Washington DC, 20585

MEMORANDUM FOR DISTRIBUTION

FROM: JOSEPH A. MCBREARTY  
DEPUTY DIRECTOR FOR FIELD OPERATIONS

SUBJECT: INFRASTRUCTURE ASSESSMENT

*Joseph A. McBrearty* 3/4/14

I request your support over the next year in completing the Department of Energy Infrastructure Assessment Study commissioned by the National Laboratory Operations Board (see attached charter). The assessment will help us achieve the Secretary's intent to strengthen the Department's national laboratory complex in order to advance the Department's missions. The results of this assessment will provide greater visibility of existing capabilities and identify needs for new infrastructure across the laboratory complex. The results may also be used to inform budget decisions for FY 2016 and later, which may be necessary to align current mission needs with existing infrastructure and future funding levels.

Each laboratory will be responsible for using the attached Guidance to conduct the Assessment to document the "as-is" condition of its real property assets in two phases. The first phase to be completed by June 1, 2014, consists of an inventory of "Mission Unique Facilities" and an assessment of site services and substandard infrastructure. The second phase, a complete inventory assessment of the condition, functionality, and utilization of infrastructure, will be due by October 31, 2014.

To assure good communications and quality of this assessment, we will host conference calls throughout the effort to address any questions or issues that arise. Please refer any questions to the technical points of contact provided in Sections 1 through 3.

Each laboratory will report the results of the assessment as a part of their annual laboratory planning process, which will allow the information to be factored into FY 2016 and FY 2017 budget formulation. Specific guidance will be forthcoming.

This memorandum constitutes formal direction to Management and Operations Contractors that shall be executed consistent with applicable contract clauses.

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Alison Markovitz, Director, National Laboratory Operations Board

### Attachments

Infrastructure Assessment Subgroup Charter  
Facilities and Infrastructure Assessment Guidance