FY27-31 AFCAMP BUSINESS RULES

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1. FY27-31 AFCAMP Overview (Integrated Tasking Order)

1.1. Summary of Major Changes for FY27-31

The Air Force Comprehensive Asset Management Plan (AFCAMP) Business Rules, supporting the build of the Integrated Tasking Order (ITO), have been thoroughly reviewed for the FY27-31 cycle. The changes listed below have been approved through the AFCAMP governance. Once approved and published, these rules supersede all previous versions and are immediately applicable to any ongoing projects.

1.1.1. Administrative Changes: It is recommended to review the entire document in its entirety as minor to major changes have occurred throughout the AFCAMP Business Rules.

1.1.2. AFCAMP Milestones and Timelines: Projects will continue to be primarily prioritized by Major Command (MAJCOM) priority points (Chapter 2 and para.3.3.); the exception are Enterprise Priority Allotment (Business Case) requirements. The AFCAMP milestones similarly will continue to reflect the new processes first implemented in the FY25-29 AFCAMP, with slight adjustments to timelines to ensure adequate data input, prioritization, and requirement development can occur. See Table 2-1 for major milestones and Figure 2-1 for the overall AFCAMP Timeline.

1.1.3. Enterprise Priority Allotments: Also known as "Business Cases", Enterprise Priority Allotments (para 3.2.) have had minor revisions by their respective programs.

1.1.3.1. Troop Training Program Tasking Order (TTPTO): Troop Training Projects will now be given funding authority underneath the TTPTO, managed by AFCEC/CXX. Although the TTPTO is now a separate Tasking Order, the fund source remains within the overall CTO funding. Thus, the TTPTO is treated as an enterprise priority allotment during governance to determine the amount of funding to be allotted. All processes to include data entry, advocation, and validation that occurred for TTPs in the AFCAMP remain the same up until the ITO is issued.

1.1.3.2. Unfunded Design and Design Refresh in Capital Projects: Guidance provided in A.5.2.2. on how to do data entry in NexGen IT for identifying when an unfunded design or design refresh is seeking CTO funding authority.

1.1.4. Large Projects: Large Projects (PA >$50M) will be prioritized through the Major Construction Working Group (MCWG) governance for increased strategic investment oversight. Para.3.5. introduces the methodology in which the Infrastructure Council will support prioritization efforts and decision making in large project investment and budgetary allocation.

1.1.5. Comprehensive Planning Platform (CPP): Several items were removed or clarified in the document submittal lists (Appendix.4.).

1.1.6. Project Offsets for Cost-Growth: Project Offsets to account for Cost-Growth, referenced in para. 3.7.1. has been deleted.

1.1.7. Enterprise Focus Investment Prioritization: Para 3.3.5 introduces the methodology in which focused investment requirements will be prioritized in AFCAMP governance. Due to the evolving guidance on which infrastructure categories and/or how directed investment will be targeted per FY, this section is generalized to allow flexibility during the AFCAMP creation to determine what techniques, processes, and procedures will be used to meet investment objectives.

1.1.8. US Space Force Tasking Order (USSFTO): USSF installations should refer to para.4.3. for applicability of various sections of the AFCAMP Business Rules.

1.2. Integrated Tasking Order

1.2.1. Overview: The AFCAMP is the process used for requirements prioritization and budgeting to govern allocation of centralized funds. The allocation selects which projects will be included in those respective FY budgets. The overview section under each of these tasking orders lists the types of projects and fund types (PECs and EEICs) which

are eligible. Eligible projects will be considered for inclusion in the AFCAMP Integrated Priority List (IPL) for the various Tasking Orders. The term ITO represents the collective combination of the following tasking orders:

1.2.1.1. Centralized Facility Sustainment, Restoration and Modernization (FSRM)

1.2.1.1.1. Planning Tasking Order (PTO)

1.2.1.1.2. Construction Tasking Order (CTO)

1.2.1.1.3. Troop Training Program Tasking Order (TTPTO)

1.2.1.2. Environmental Quality Tasking Order (EQTO)

1.2.1.3. Military Family Housing Tasking Order (MFHTO)

1.2.1.4. US Space Force Tasking Order (USSFTO)

1.2.2. IPL & ITO Development: An asset management approach as described in AFI 32-1001, Chapter 4, will be used to scope and develop requirements by minimizing life cycle costs to Air Force Real Property. The resultant product from the AFCAMP process is the ITO. The IPL is a prioritized one-to-N lists for each tasking order. The approved ITO applies a funding limit to each IPL to grant authority-to-advertise for those projects above the limit.

1.2.3. Business Rules: The AFCAMP process uses these business rules to integrate directives, ensure standardization, clarity, and transparency of the process for all stakeholders. This includes the mandate that all requirements be properly captured in the system database of record and how that will be used to produce the various IPLs. Supplemental appendices have been created to provide associated information to assist in document preparation.

1.2.4. Applicable Authorities: The AFCAMP is a budgeting process. Inclusion in a Tasking Order signifies that a project has been included in a particular FY budget. It does NOT provide the required project authorization as specified by law in 10 USC 2805 and 10 USC 2811, and as further described in and delegated under DAFI 32-1020. Contact AFCEC/CFPO for further guidance on the project authorization process.

1.2.5. Single, 5 Year, Rolling IPL: Installations should program all requirements seeking centralized funding in FY27 through FY31, and ensure they are correctly entered in the applicable system of record (NexGen IT). FY27 programmed requirements will be prioritized for funding and execution in FY27. Each tasking order within the AFCAMP will produce a single prioritized list of all valid requirements. The IPL will span five years to enable planning, design, and contracting actions for projects, seamless execution of end of year funds, and a smooth transition from each fiscal year. FY27 PTO and projects submitted for FY27 design will be selected based on projections to make the CTO for execution in future years.

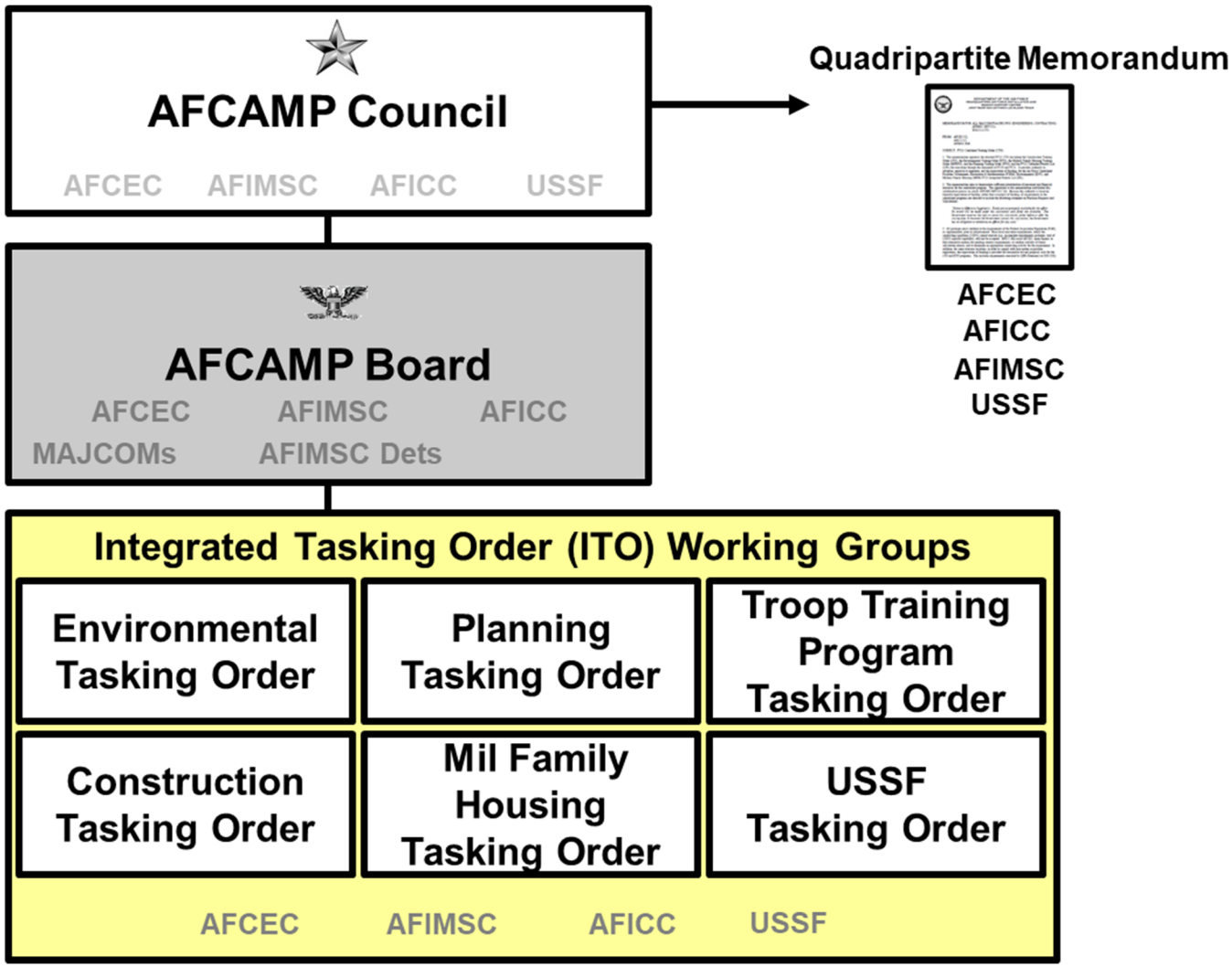
1.2.6. Timing: To meet enterprise funding execution goals, all FY27 programmed requirements should be able to have funds obligated by 30 Jun 2027. Projects not able to obligate before that deadline should be programmed for a later FY.

1.3. Governance

1.3.1. Process: AFCAMP governance is comprised of the ITO Working Groups, AFCAMP Boards, and AFCAMP Council shown below in Fig.1-1.

1.3.2. Output: The timelines of when governance will meet are estimated in Table 2-1. Air Force Civil Engineer Center (AFCEC) will publish the ITO in the form of a quadripartite memorandum, signed by the respective authorities in AFCEC, Air Force Installation Contracting Center **(**AFICC), Air Force Installation and Mission Support Center **(**AFIMSC), and United States Space Force (USSF). Attachments to the ITO provide the list of projects to be included in the respective FY27 budgets and provides authority-to-advertise with some limitations.

Figure 1-1. AFCAMP Governance Structure



2. AFCAMP Methodology & Timeline

2.1. AFCAMP Methodology

IAW AFPD 32-10 and AFI 32-1001, the AFCAMP employs a systematic, sustainable strategy to prioritize projects for authorization of centralized Facilities Sustainment, Restoration, Modernization, and Demolition (FSRMD) funding, enabling asset management for all aspects of installations and infrastructure (both natural and built).

2.1.1. Process Overview

2.1.1.1. Installations will provide a prioritized list of projects to their MAJCOMs. Installations will input their list of projects, and projects from any of their tenant organizations, into NexGen IT and clear all data flags supported by AFCEC/CFPI. AFCEC/CFPI will pull and provide each MAJCOM's list of projects from NexGen IT for the MAJCOMs to prioritize.
2.1.1.2. MAJCOMs will consolidate installation inputs and provide AFCEC/CFPI with a MAJCOM prioritized list (MCAMP). AFCEC/CFPI will merge MAJCOM priorities to develop a single pre-draft IPL and present to AFCAMP governance. AFCAMP governance will determine the draft IPL, apply projected funding authorization cut lines, and approve a pre-final ITO. AFCEC/CFPI will publish the pre-final ITO IPL which will list the projects expected above the cut line in FY27.
2.1.1.3. AFCEC/CFPI will request validation documents for the projected above-the-cut line projects, plus a certain percentage below-the-cut line, to ensure enough projects are eligible for funds commitment after validation. Installations will submit the documents required by Appendix 6 for validation by the required deadline in Table 2-1.
2.1.1.4. The AFCAMP validation process, as supported by the Vector Check Process in the CPP, will ensure: 1) a project's requirements are accurately defined, 2) the cost estimate is reliable for budgeting, 3) requirements adhere to policy, and 4) asset management principles have been applied.
2.1.1.5. Projects not submitted by AFCAMP deadlines or not meeting validation criteria will remain in the 5-year IPL if the requirement is both needed and eligible for AFCAMP funding. However, these projects will be deferred to the next FY unless justified by the respective MAJCOM.
2.1.1.6. Following validation, governance will re-convene to develop the final IPL to be published in the final Integrated Tasking Order.

2.1.2. Mission Impact: Projects should contribute to MAJCOM mission and strategic guidance. The AFCAMP governance structure will prioritize projects based on Headquarters Air Force (HAF) strategic guidance and mission impact.

2.1.3. Asset Management in Project Identification and Development: Key to this effort is considering multiple Courses of Action (COAs) or alternatives to determine the most appropriate solution to meeting the requirement. This may involve differing scope, timing, and execution methods to achieve the desired objective. In most cases, the lowest life cycle cost for an asset will drive the recommended COA. However, in some cases a COA may be selected based on critical mission needs, or upon what the enterprise can afford at the time. When a requirement is complex and/or near an exceedance of statutory thresholds, it is important to conduct a thorough documented review of the alternatives to ensure the scope (including swing space requirements) is sufficiently developed to support good decision-making and continuous improvement among multiple COAs prior to defining the final project scope.

2.1.4. Requirements Development: The Requirements Development Process starts with the installation Work Request Review Board (WRRB) when the requirement is approved for accomplishment by contract. It documents the development of requirements all the way to the design contract award. The Requirements Development Process consists of three separate processes: Planning Development, Scope Development, and Charrette Development. Planning and Scoping Development are accomplished on the CPP for projects above thresholds described in Appendix 6.

2.1.5. Requirements Definition: Project requirements must be clearly defined to support the scope and cost of the project before submitting to the AFCAMP. COAs must be sufficiently analyzed and cost estimating will meet the Cost Estimating Improvement Program (CEIP) criteria.

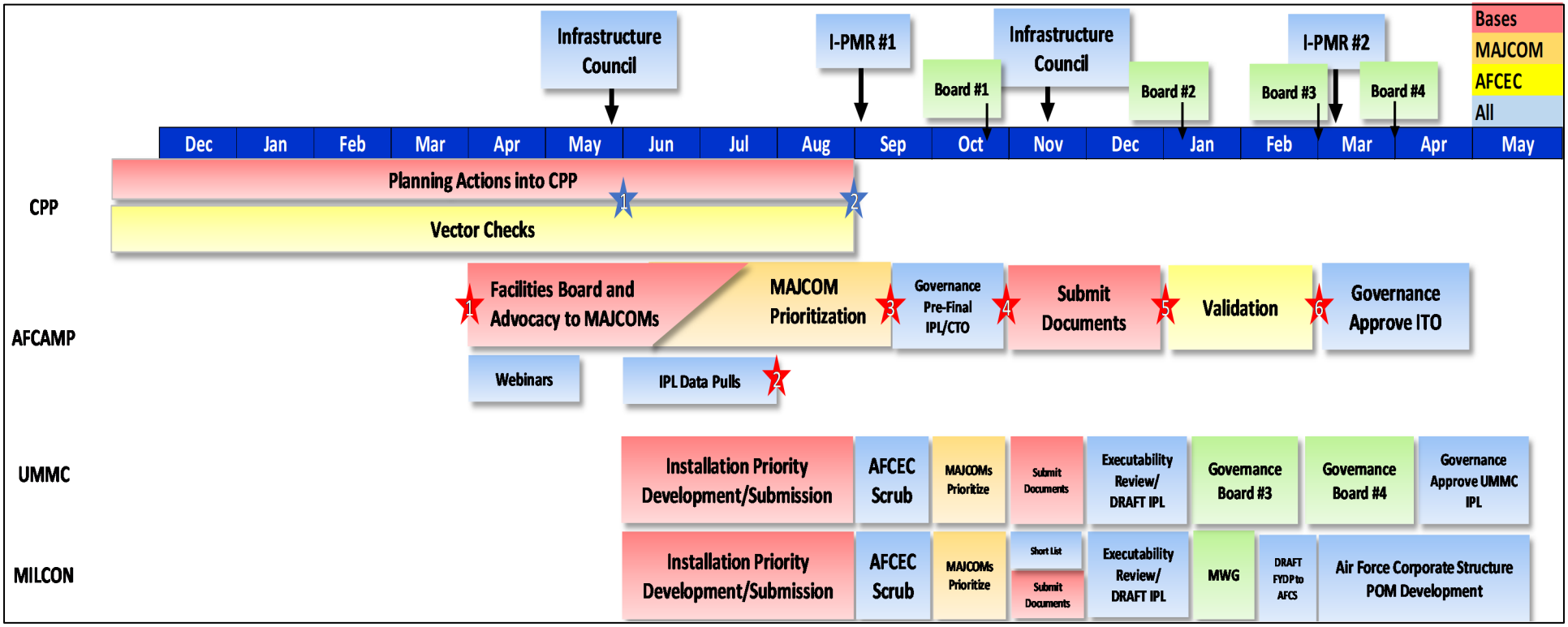
2.1.6. Asset Management in Validation: Asset condition, utilization, analysis of alternatives, lowest life cycle cost, engineering analyses, and savings projections will be initially examined during the Planning and Scoping Development phases using vector checks. Additional review is conducted in AFCAMP Validation for CTO and USSFTO requirements. See Appendix 4 for the CPP planning action process and Appendix 6 for AFCAMP documentation guidance.

2.1.7. Funding Execution Responsibilities: Following Quadripartite issuance, installations will submit funding requests to the following organizations for processing:

2.1.7.1. USAF CTO: AFCEC/CFTS manages CTO funding distribution (afcec.srm@us.af.mil).
2.1.7.2. USAF PTO: AFCEC/CFTR manages PTO funding distribution (afcec.cftr.workflow@us.af.mil).
2.1.7.3. USSFTO: USSF installations will submit funding requests to AFIMSC Detachment 1 (AFIMSCDet1.DETAFSPC.Workflow.1@us.af.mil).
2.1.7.4. USAF TTPTO: RED HORSE and CTS units should submit funding requests to AFCEC/CXX REDHORSE (AFCEC.CXX.REDHORSE@us.af.mil). For additional guidance and information on the RED HORSE program, see the RED_HORSE webpage.

2.2. Timelines

Figure 2-1. FY27-31 AFCAMP Timeline



Note: Governance dates are subject to change. Figure displays typical timeframe in which Governance occurs.

Table 2-1. FY27-31 CTO/PTO/TTPTO/USSFTO Development Milestones

(Excludes MFHTO timelines, see Table 2-2 below)

	Mid Apr 2025	AFCEC	Release Final FY27-31 Business Rules
	April-May	AFCEC/CFPI	FY27 AFCAMP Webinars
1	April – mid-Jul	Installations	Enter NexGen IT data; prioritize projects; conduct Facilities Boards
	April – mid-Sept	MAJCOMs w/ Installations	Advocacy to MAJCOMs / Prioritization
1	30 May	Installations	**Deadline:** For applicable projects requesting FY27 funding, submit for Vector Checks (VC) on Comprehensive Planning Platform (CPP). (Planning VC for PTO, Scope VC for DSN & EXE) ***Note:*** *If SVC submittal is due by this date, installations must submit for PVC well in advance (several months) of this date.*
	Jun – mid-Jul	AFCEC/CFPI	NexGen IT Data Pulls; IPL Build
2	**1 Aug**	AFCEC/CFPI	**Final IPL Pull:** Facilities Board priorities due in NexGen IT. Send list of potential Troop Training Projects (TTPs) to AFCEC/CXX for consideration
2	29 Aug	Enterprise w/ Installations	**Deadline:** – For applicable projects requesting FY27 funding, complete CPP vector checks; projects without enterprise concurrence are at risk for being deferred to FY28
3	**26 Sep**	MAJCOMs	**MAJCOM Priorities Due.** No changes to priorities or inserts except through ERR process
	Oct	AFCEC/CFPI	Develop draft IPLs for Governance
	Mid-Oct	AFCEC/CF	AFCAMP Board #1: Review preliminary funding levels and initial review of draft IPL to determine validation requirements
4	**7 Nov**	AFCEC/CFPI	**Publish Pre-Final CTO/UPL.** Release validation requirements lists; installations submit project documents for all projects on the Pre-Final IPL and as directed for UPL projects
	Jan	AFCEC/CF	AFCAMP Board #2: Supplemental review of draft IPLs to determine enterprise priorities
5	**9 Jan 2026**	Installations	**Deadline:** Submit AFCAMP Validation documents. Incomplete submissions are at risk for being deferred to FY28
	6 Feb	AFCEC/ALL	**Deadline:** Validators complete initial project reviews and provide feedback
	20 Feb	Installations	**Deadline:** Submit revised documents to address all validator comments
6	**6 Mar**	**AFCEC/ALL**	**Deadline: Resolve validation comments**. All projects not resolved are at risk for being deferred to FY28
	Mar	AFCEC/CF	AFCAMP Board #3: Provide IPL updates based on most recent funding projections, project cost estimate revisions and results of validation; review and approve Enterprise Priority Allotments; preliminary approval of FY28-32 Business Rules for release.
	Early-Apr	AFCEC/CF	AFCAMP Board #4: Address issues to finalize the FY27-31 PTO, CTO, USSFTO, EQ, MFH, and UMMC IPLs and reach concurrence
	Mid-Apr	AFCEC/CC	AFCAMP Council: Approve FY27-31 IPLs and FY27 ITO; Sign and Issue Quadripartite Memo; Publish FY28-32 Business Rules
	15 July	Installations	**Deadline:** Submit a full DD1391 draft package to the HHQ Project Authorization Tool for projects that receive FY27 CTO execution authority AND exceed installation approval authority

Table 2-2. FY27-31 AFCAMP MFHTO Development Milestones

Mid Apr 2025	**AFCEC**	**Release FY27-31 Business Rules**
May-Jun	AFCEC/CIMH	FY27 AFCAMP Webinars
15 May	AFCEC/CIMH	**Begin IPL Pulls – open season**
15 May – 1 Oct	Installations	Enter NexGen IT basic data; prioritize projects; conduct Facilities Board
15 Oct	AFCEC/CIMH	**Final IPL Pull:** End of Open Season. Facilities Board priorities due in NexGen IT; projects added after this date must be requested by a MAJCOM/Det
1 Nov	AFCEC/CIMH	**Send draft IPL**/validated project lists **to MAJCOMS/Dets** for input/prioritization
15 Nov	AFCEC/ALL	**Finalize IPL/validated project list**
23 Dec	Installations	**Deadline: End Open Season** – submit AFCAMP MFH documents HARD DATE! Incomplete submissions will NOT be eligible for FY27 funding and are at risk of being deferred to FY28
31 Jan 2026	AFCEC/ALL	Deadline: Validators complete initial project reviews & feedback
20 Feb	Installations	Deadline: Submit revised documents to address all validator comments
26 Feb	MAJCOM/Det	MAJCOM/Det priorities due to AFCEC
28 Feb	**AFCEC/ALL**	**Deadline: Resolve validation comments**. All projects not resolved will be deferred to FY28 or removed from IPL
Early-Apr	AFCEC/CF	AFCAMP Board #4: Address issues to finalize the FY27-31 PTO, CTO, USSFTO, EQ, MFH, and UMMC IPLs and reach concurrence
Mid-Apr	AFCEC/CC	AFCAMP Council: Approve FY27-31 IPLs and FY27 ITO; Sign and Issue Quadripartite Memo; Publish FY28-32 Business Rules

3. Centralized FSRM Funds: Planning & Construction Tasking Orders

3.1. Funding Eligibility

3.1.1. Eligible fund types for PTO and CTO: The fund source is AFIMSC Centralized FSRM funding within Organizational Activity Code (OAC) 18. Projects must have the following predominant Program Element Codes (PEC) and Element of Expense Investment Codes (EEIC). This program does not fund projects which are predominantly EEIC 521xx (Sustainment Maintenance). Projects may be funded in part with other 'third-party' fund sources.

Table 3-1. FSRM Fund Types

PEC	Legacy EEIC	Cost Element Code (NexGen IT)	Description
xxx78	524xx	320.16xx	Sustainment Repair
xxx76	522xx	320.15xx	Restoration & Modernization Repair *(Most Restoration Repair as result of a fire or natural disaster should be paid by Storm Damage funding, requested through AFIMSC/RM)*
xxx76	529xx	320.13xx	Unspecified Minor Construction (UMC)
xxx76 or xxx78	532xx	320.21xx	Design
xxx93	536xx	320.22xx	Standalone Demolition

3.1.2. Relocatable Facilities (RLF): As non-real property items, RLFs may be funded by the AFCAMP, provided the RLF is used as swing space associated with an AFCAMP project and AFCAMP funding is allowable per DAFI 32-1020, Chapter 8. These costs must be identified and included as part of the total project cost when submitted to the AFCAMP. Capture Allied Support requirements for RLFs on programming documents. Per DAFMAN 65-605v1, para.10.17, Allied Support is classified as construction, which must be funded as a construction project according to the statutory cost limits. Allied support minor construction projects may be submitted to the AFCAMP.

3.1.3. AFCAMP Floor: Minimum submittal, 'floor', threshold values and exceptions to these amounts are provided in DAFI32-1020, para.2.12. The current thresholds as of the latest publication are $2.0M for Sustainment Repair (EEIC 320.16xx) and $1.0M for Restoration and Modernization Repair (EEIC 320.21xx). There is no floor for Minor Construction (EEIC 320.13xx); projects of any amount may be submitted. Threshold exceedance is based on the predominant EEIC and the total cost of the project. For phased umbrella projects, the floor amounts apply to each child project individually.

3.1.3.1. Exceptions: Exceptions are listed in DAFI 32-1020, para.2.12.4, which allows projects of any value to be submitted for centralized funding if they meet any of the exception criteria listed. Projects meeting floor exemption criteria must be properly identified in NexGen IT; see Appendix 5.2.7.for further guidance.

3.1.4. AF and non-AF Tenant Requirements at AF Owned Installations: Host installation Civil Engineer (CE) squadrons will coordinate with tenant units to ensure requirements are identified and programmed in accordance with the AFCAMP Business Rules and the appropriate validation documents are prepared. Specific Host-Tenant Agreements or Joint Service Agreements specify funding and tasking responsibilities of all parties at each installation and must be consulted. Typically, tenant units are responsible to fund modernization and minor construction requirements unique to its mission at the facilities it occupies. Other requirements, including sustainment, are typically funded by the host installation. After review of these documents, if eligible for AFCAMP funding, see para. 3.3.2.5 for further information on advocacy and prioritization.

3.1.5. Requirements on Non-AF Owned Installations: The policy guidance below is generic to where the Air Force is the supported service on a non-AF Joint Base.

3.1.5.1. AFCAMP Funding Limitations: AFCAMP funding at Joint Bases is limited to projects or portions of projects which require Air Force funding as described in the DoD Facilities Investment Supplemental Guidance for Operating at a Joint Base (23 Jul 2020).

3.1.5.2. Specific installation host-tenant agreements, Memorandums of Agreement (MOA) or Joint Base supplemental guidance must be consulted to clarify responsibilities of the supported and supporting Components of the installation led by other services or other departments as they may supersede these relationships.

3.1.5.3. Typical Funding Responsibilities: Generally, the Department of Defense (DoD) guidance document states the host service will fund Sustainment and Restoration of all existing facilities and modernization of all 'Installation Support' and 'Supporting Mission' facilities at their Joint Base. The supporting and supported Components shall specifically identify and document all the installation support facilities and common infrastructure in the Joint Base MOA. For Modernization and Minor Construction, at 'Mission Supported' (tenant) facilities, the Service Component generating the requirement is responsible for funding.

3.1.5.4. AFCAMP Support: The parent Wing of the tenant and requiring MAJCOM must ensure requirements are identified, are properly programmed, and required validation documents are prepared and submitted if eligible for AFCAMP funding. This may involve SMS assessment of the existing condition of the facility and an instance of the project in the NexGen IT database of record. For tenant units smaller than the Wing level, this should be accomplished by the parent Wing or installation designated to support the tenant. The requiring MAJCOM is responsible for prioritizing and advocating for those requirements.

3.1.6. Basing Actions (Beddowns): This includes projects in support of an AF Strategic Basing Action as defined in DAFI 10-503, *Strategic Basing*, para 1.5 and 1.6. Basing Actions are generally eligible for AFCAMP funding; however, exceptions which are not eligible are as noted below.

3.1.6.1. Exceptions: Acquisition New Mission (AQ-NM) projects support the beddown purchase of new weapons systems. These requirements are identified in the applicable acquisition's Program of Record/Service Cost Position (POR/SCP) and reported in a Selected Acquisition Report (SAR) to Congress annually. As of FY24, projects in support of Acquisition New Mission will be included in the POR/SCP and NOT be eligible for AFCAMP funding. Contact AFIMSC/RMP for further guidance.

3.1.6.2. Responsibilities: CTO program funding should not be used if mission owner funding becomes available at a later point in time. Responsibility for programming requirements will remain at the installation where the work will be performed.

3.1.7. Footprint Growth Offset Policy

3.1.7.1. Requirement: All building (RPA Type B) square footage growth, whether due to MILCON, UMMC, UMC, acquisition of existing buildings on DAF land (i.e., transfer from another service, transferred in lieu of demolition), gifts of construction, or conversion to APF (NAF, private funding, family housing), must be offset with an equivalent reduction in square footage.

3.1.7.2. Process: Projects that require a growth offset will be identified during project validation. The MAJCOM/USSF advocating for the project will be asked to indicate their support for the use of credit in their respective Growth Offset Bank accounts to offset the expected growth in these projects.

3.1.7.3. Timing: The square foot offset for the identified projects will be deducted from the Growth Offset Bank when the project is included in the CTO.

3.2. Enterprise Priority Allotments

3.2.1. Introduction: Some project types within the CTO are scored and prioritized differently. These projects will compete with similar projects within their individual enterprise priority allotment. Funding amounts to be allotted to each enterprise priority will be determined by AFCAMP governance each year. Below are the enterprise priority allotments and prioritization method for each. Each enterprise allotment prioritizes projects in accordance with their specified methodlogy to produce a pre-draft IPL, but AFCAMP governance ultimately determines the draft and final IPL prioritizations.

- **Design:** Provides design funding for requirements projected to be above-the-cut line for execution in FY28 or FY29 CTO to ensure these projects are ready to execute in that projected year of funding. Prioritization will be based on the FY of when the project is projected to be above-the-line for execution funding and relative position within that FY IPL.
    - For data entry requirements, see A.5.2.2.
- **Third Party Funded (3PF) projects (para 3.2.2):** Projects are prioritized and individually selected using Professional Military Judgement during governance.
- **Energy (NRG) Savings Projects (para 3.2.3):** Projects are prioritized according to Savings to Investment Ratio (SIR).
- **Troop Training Projects (RED HORSE & CTS) (para 3.2.4):** Projects are prioritized according to training value and other factors by AFCEC/CXX.
- **Demo & Consolidation/Demo (CNSLD-DEMO) (para 3.2.5):** Projects are prioritized according to a cost per square foot basis, adjusted for Area Cost Factor (ACF).
- **Environmental Quality – FSRM Projects with EQ Driver (para 3.2.6):** Projects are scored and prioritized based on environmental risk-based factors.

Note: Although the Planning Tasking Order (PTO) (para 3.4) and Troop Training Program Tasking Order (TTPTO) (para 3.2.4) are separate Tasking Orders, the fund source is allocated from the overall centralized FSRM portfolio for the USAF CTO. Thus, the PTO and TTPO are treated as enterprise priority allotments during governance to determine the amount of funding authority to be allocated.

3.2.2. Third Party Funded (3PF) Projects

3.2.2.1. Overview

3.2.2.1.1. The enterprise priority for Third Party Funded projects is an effort to capture business decisions that will save Air Force FSRM funds. This chapter does NOT apply to savings projects meeting energy conservation requirements. See Para.3.2.3, AFCAMP Energy Savings Projects, for further guidance. All rules for 3PF project approval apply.

3.2.2.1.2. Eligibility: At a minimum, projects eligible to compete in the third-party enterprise priority must receive a minimum 50% of the total project cost paid for by the third party.

3.2.2.2. Definitions

3.2.2.2.1. Third Party Funds: Third Party Funds refers to funds being provided from a source other than the Air Force FSRM program. Projects utilizing third party funds must demonstrate a specific USAF benefit or meet an USAF obligation to be considered. Any funds from external sources can be considered as an additional benefit to cost of the FSRM requirement.

3.2.2.2.2. Third Party Fund Sources: Includes projects funded in part by non-USAF entities, such as another DoD service or agency such as Defense Logistics Agency (DLA), National Security Agency (NSA), Army-Air Force Exchange Service (AAFES), Defense Commissary Agency (DECA), NATO Security Investment Program (NSIP), another federal agency, a state or local agency, host nation, or private sources. Projects funded in part by Depot or Transportation Working Capital Funds (DWCF or TWCF) are also eligible.

3.2.2.2.3. Applicable Costs for Joint Basing: A minimum of 50% of the total cost of the project must be paid by the third party to qualify for this enterprise priority allotment. However, for the SIR formula below, the Third-Party Investment amount will include only the portion of the project which would normally be funded from USAF FSRM funding. Any funding that is required to be paid for by the 3rd party (other service) based on programming rules, host-tenant, or other support agreements, will not be included in the Third Party Funded amount when calculating the SIR value. Contributions above that may be included. Refer to para.3.1.6 for further guidance on Joint Base funding requirements.

3.2.2.2.4. USAF FSRM Funded Amount: The amount of USAF FSRM centralized funding requested is the amount to be entered as the Programmed Amount (PA) in NexGen IT. This amount does not include Third Party Funds.

3.2.2.3. Prioritization

3.2.2.3.1. Initial Prioritization (Pre-Draft IPL): MAJCOMs will prioritize these projects and submit as described in para.3.3.3. Projects will first compete based on their MAJCOM priority point values as described in para.3.3.3.3.

3.2.2.3.2. Nomination of Projects (Working Group, Draft IPL): Projects below the CTO budget cut line may be nominated by the Requiring MAJCOM to move above the budget cut line, subject to further consideration by AFCAMP governance.

3.2.2.3.3. Governance (AFCAMP Board): Nominated projects will be considered and selected during governance based on a project's individual merits such as:

- MAJCOM priority.
- Risk to portfolio.
- SIR (see formula below).
- Overall benefit to the AF regarding amount of FSRM funds invested.
- Relationships with the 3rd party and political considerations.
- Strategic mission importance.

3.2.2.3.4. Advocacy Slides: As required in A.6.3.9., advocacy slides will be used by governance to prioritize and determine if 3PF project will move above-the-budget cut line.

3.2.2.3.5. Savings to Investment Ratio (SIR): Calculate the SIR ratio using the equation below:

$$\text{SIR} = \left(\frac{3rd\ Party\ Funded\ Amount}{AF\ FSRM\ Funded\ Amount}\right)$$

3.2.2.3.6. See Appendix 5.2.1. for NexGen IT database entry requirements for inputting SIR.

3.2.3. Energy (NRG) Savings Projects

3.2.3.1. Overview: Energy Savings Projects must have an SIR >1 and a minimum 35% of the estimated life cycle financial savings directly attributed to energy (or water) conservation. Non-energy savings claimed in support of project economics must be "hard" savings (i.e., actual money saved, not diversion of resources to other tasks).

3.2.3.2. Project Preparation

3.2.3.2.1. SIR must be calculated using the latest version of Building Life Cycle Cost (BLCC) software.

3.2.3.2.2. Create an energy opportunity in NexGen IT, in accordance with the programming data management guides and Appendix A.5.2.1.. & A.5.2.7.1.. Enter the SIR and the AFCAMP Floor Exemption. Energy Managers should coordinate with Programmers to ensure accurate project data entry.

3.2.3.2.3. For validation, submit: Draft DD1391, Energy Savings Calculations, and BLCC.

3.2.3.3. DD Form 1391 Details

3.2.3.3.1. Project costs must reflect the total estimated construction and design costs (including Supervision, Inspection, & Overhead (SIOH) and in-country fees for OCONUS bases).

3.2.3.3.2. Ensure "Project Description" clearly explains what is being accomplished, including specific building numbers. List all assets/improvements to be made which are included in the energy savings calculations.

3.2.3.3.3. Include BLCC information in the ADDITIONAL section to include the Measurement and Verification (M&V) method chosen per Federal Energy Management Program (FEMP) M&V guidelines.

3.2.3.4. Energy Savings Calculations

3.2.3.4.1. Provide a spreadsheet showing all formulas, all data and all assumptions made to calculate energy savings. Validators will review all steps taken to calculate energy savings.

3.2.3.4.2. Energy Savings calculations must include current and proposed consumption information along with assumptions and calculation methodologies.

3.2.3.4.3. Non-Energy Savings must be hard savings (tangible) to the AF. Reduced maintenance/repair man-hours are not creditable in consideration for the Energy Savings program.

3.2.3.4.4. BLCC Software: Complete a BLCC estimate for the project using the latest version of the software, which is updated annually by the National Institute of Standards and Technology (NIST). The IT approval letter required to install on government computers is located on the Energy Direct Investments page on CE-Dash with instructions on how to use the software.

3.2.3.4.5. BLCC Details - Data Entry

3.2.3.4.5.1. Economic Life: Refer to list of economic life for various energy project technologies in the Table 3.2 below.

3.2.3.4.5.2. Utility Rate: Use latest Annual Energy Performance, Resilience, and Readiness Report (APMRR) rate, or if alternate rate is utilized provide reasoning in energy savings calculation documentation.

3.2.3.4.5.3. Utility Annual MBTU Savings: Values must correspond with energy savings calculations documentation.

3.2.3.4.5.4. Non-Energy Savings: Values must correspond with energy savings calculations documentation.

3.2.3.4.5.5. Design/Construction Cost: Values must correspond with the DD Form 1391.

3.2.3.4.6. Claiming future cost avoidance as part of a project's estimated savings is usually not allowed. Exceptions will be made where there is clear justification that the avoided cost claimed will result in actual future savings to the Air Force.

3.2.3.4.7. Equipment salvage value is not allowed as part of estimated savings.

3.2.3.4.8. Validation for a FSRM energy project will remain in effect for 24 months from the date the BLCC is prepared. Beyond this 24-month window, the project DD Form 1391, BLCC, and supporting documentation need to be updated and revalidated by AFCEC. Appropriate changes also need to be made in NexGen IT.

3.2.3.5. Constraints/Section Specific Guidance

3.2.3.5.1. NRG Project Validation: AFCEC Energy Program Execution Division (AFCEC/CNE) will review and validate for inclusion.

3.2.3.5.1.1. Energy savings projects will be coordinated with other AFCAMP IPL validators as appropriate.

3.2.3.5.1.2. New system installations may require additional validation documentation. (e.g., CE OPS assurance that sustainment will be conducted on the new system or Sustainment

Management System (SMS) BUILDER data to assure a roof condition is sufficient to support a solar heating system).

3.2.3.5.2. Design-Only Funding: Bases should seek design funding the FY prior to execution for complex or large projects. See Appendix 5.2.2. for NexGen IT data entry. Projects showing the best potential energy savings will receive higher priority in design fund requests. Projects using a design/build approach may request seed funding the FY prior to execution.

3.2.3.6. Supplemental Guidance

3.2.3.6.1. Economic Life Table: The table below contains recommended economic life duration for various types of energy and water conservation projects. These values are used for the economic life input in the BLCC. The table is extracted from the latest DoD ERCIP Program Guidance.

3.2.3.6.2. Additional Economic Life/Savings - Values not included in Table 3-2

3.2.3.6.2.1. Re/Retro-Commissioning = 5-year economic life, 12% savings.

3.2.3.6.2.2. EMCS: New System = 12% savings (Installation must have latest COINE infrastructure).

3.2.3.6.2.3. ECMS: System Upgrade = 5% savings (Installation must have latest COINE infrastructure).

3.2.3.6.3. Renewable Energy that uses a Battery Energy Storage System (BESS) – Battery life of 10 years must be calculated.

Table 3-2. Economic Life for BLCC

Project Category	Technology	Economic Life	Description
Energy Efficiency (EE)	EMCS or HVAC Controls	15 years	Projects that centrally control energy systems with the ability to adjust temperature, shed electrical loads, control motor speeds, or adjust lighting intensities.
EE	Steam and Condensate Systems	20 years	Projects to install condensate lines, cross-connect lines, distribution system loops, repair or install insulation, and repair or install steam flow meters and controls.
EE	Boiler Plant Modifications	20 years	Projects that upgrade or replace central boilers or ancillary equipment to improve overall plant efficiency. This includes fuel switching or dual fuel conversions.
EE	Heating, Ventilation, Air Conditioning	20 years	Projects to install more efficient heating, cooling, ventilation, or domestic hot water heating equipment. This includes the HVAC distribution system (ducts, pipes, etc.).
EE	Weatherization	15 years	Projects that improve the thermal envelope of a building. This includes building insulation (wall, roof, foundation, doors), windows, vestibules, earth berms, shading, etc.
EE	Lighting Systems	15 years	Projects to install replacement lighting systems and controls. This would include new fixtures, lamps, ballasts, photocells, motion sensors, light wells, highly reflective painting, etc.
EE	Energy Recovery Systems	20 years	Projects to install heat exchangers, energy wheels, heat reclaim units or other systems to recapture energy lost to the environment.
EE	Electrical Energy Systems	25 years	Projects that increase the energy efficiency of an electrical device or system or reduce the cost by reducing peak demand.
EE	Daylighting	25 years	Projects that optimize natural light for internal lighting.
Water Conservation (WC)	Potable Water Conservation	20 years	Projects that involve devices or processes to reduce potable water loss, waste or use most of these are in the ground, but liners will be less in ponds but under normal maintenance.
WC	Non-Potable Water Conservation	25 years	Projects that involve the re-use, recycling, and eventual reduction of non-potable water such as wastewater and irrigation run-off most of these are in the ground, but pumps etc., are under normal maintenance.
Renewable Energy (RE)	Geothermal	40 years	Projects that generate electrical power or process thermal energy using a high temperature geothermal source.
RE	Ground Source Heat Pump	40 years	Projects to install a central heating and/or cooling system to store and retrieve heat from the ground. 40 years for in-ground systems, 15 years for controls.
RE	Hydroelectric	30 years	Projects to generate electrical power using water as the potential energy source.
RE	Solar Power	25 years	Projects to generate electrical power with a heat engine using solar energy as the source (solar Stirling engines, heliostats, etc.)
RE	Solar Photovoltaic	25 years	Projects to install solar photovoltaic panels to generate electrical power.
RE	Solar Thermal	25 years	Projects to generate thermal energy using solar energy as the source.

RE	Waste to Energy	30 years	Projects to generate electrical power using waste products as the energy source.
RE	Waste to Fuel	30 years	Projects to generate fuel products from waste products.
RE	Wind	25 years	Projects to generate electrical power using wind energy as the source.
RE	OTEC – Ocean	25 years	Projects to generate electrical power using deep ocean thermal gradients as the source.
RE	Biofuels	25 years	Projects to develop liquid fuel sources (biodiesel, ethanol, etc.) from biomass feedstocks.
RE	Biogas	25 years	Projects to develop gas fuel sources from the breakdown of organic matter.
RE	Hydrokinetic	25 years	Projects to generate electrical power using the energy available in waves or water currents.

3.2.4. Troop Training Projects - RED HORSE (RH) & Construction and Training Squadron (CTS): The USAF has a doctrinal requirement to maintain troop contingency construction capabilities and engineering operations. Funding is needed to provide a minimum amount of training projects necessary for units to maintain proficiency. When not deployed, RH and CTS build and maintain skills through the completion of annual Troop Training Projects (TTPs).

3.2.4.1. Process

3.2.4.1.1. Identifying Possible TTP Requirements: Installations coordinate requirements with the TTP execution squadrons that desire to execute a specific project. The unit completing the work should conduct a site visit and timed appropriately to allow all necessary planning, programming, and design prior to the year of execution.

3.2.4.1.2. Programming Possible TTP Requirements: Installation programmers are the office of primary responsibility for ensuring proper project programming of TTP requirements. If the installation wishes to compete a requirement for execution as a TTP, programmers will identify the requirement in NexGen IT as a TTP as outlined in Appendix 5.2.7.2.. Document requirements are provided in Appendix 6.

3.2.4.1.3. Asset Management Principles: Projects submitted as TTPs must by developed IAW asset management principles outlined in Section 2.1.

3.2.4.1.4. TTP Timeline

3.2.4.1.4.1. AFCEC/CFPI will provide the consolidated list of TTP projects to AFCEC/CXXE after the final IPL pull. Projects will be validated with all other AFCAMP projects to meet the same timelines in Table 2-1.

3.2.4.1.4.2. AFCEC/CXX will serve as the OPR for both CTS and RH, and will coordinate the project list with the respective training units to build a list of candidate projects for prioritization.

3.2.4.1.4.3. AFCEC/CXXE will submit the Final TTP IPL to AFCEC/CFPI.

3.2.4.1.4.4. AFCEC/CFPI will insert the prioritized list of TTP projects into the IPL as a separate enterprise priority allotment for AFCAMP governance approval. AFCAMP governance will establish the funding authority to be allotted.

3.2.4.2. TTP Constraints/Section Specific Guidance

3.2.4.2.1. RED HORSE and CTS Project Prioritization: TTP squadrons will prioritize projects based on several factors, to include training value, project risk, and logistic complexity. For training value, TTP squadrons will give priority to projects which provide training for the following core capabilities:

Table 3-3. TTP Capabilities Per RH Squadron

Project Type	Type
Exterior Electrical	High voltage, overhead to underground, or airfield lighting install/upgrade
Utility Install	Water, fuel, or sewer main install/upgrade
Water Well	Well drilling
Asphalt Pavement	Large asphalt placement, airfields preferred
Concrete Pavement	Large concrete placement, airfields preferred
Heavy Earthwork	Elevation/grade control
K-Span	Construct K-Span
PEB	Construct Pre-Engineered Building (PEB)
CMU Block	CMU block placement

3.2.4.2.2. Combatant Command (CCMD) Commitments: RED HORSE will consider their deployment cycle as well as training requirements and value when determining the number and type of projects considered for execution.

3.2.4.2.3. Project Execution: RH and CTS shall evaluate the risk of successfully delivering the requirement on time and within budget. Project scope and complexity will factor into the decision regarding whether or not the requirement will be executed via a TTP.

3.2.4.2.4. Labor Availability: In the event that a project selected as a TTP is not able to be executed due to availability of the execution agent (e.g., deployments, manning), the project will maintain its authority until the end of the FY in which the TTPTO was issued. If the project cannot be executed within that time frame, the project must be submitted to compete again at the next AFCAMP cycle.

3.2.4.2.5. Ability to Execute: All projects that were selected as TTPs and approved by AFCAMP Governance will be executed by the TTP execution agent, with the exception of removal due to labor availability.

3.2.4.2.6. TTP Program Update: NLT 31 March in the FY of project execution, the TTP units will provide AFCEC/CFPI, AFCEC/CXX, and the receiving unit feedback regarding whether or not the project will be accomplished prior to the end of the FY.

3.2.5. Standalone Demolition & Consolidation-Demolition

3.2.5.1. Standalone Demolition

3.2.5.1.1. Guidance Applicability: IAW DAFI 32-1020, para.2.5.2, Standalone demolition is "Demolition of a facility (or portion of a facility) unrelated to or which is not integral to any maintenance, repair, or construction and which provides a complete and usable facility/site does not carry a work classification and can stand alone as its own project."

3.2.5.1.2. Demolition Categorization: Standalone demolition projects will be categorized as one of two "gates" for project submission. Installations will determine the gate and assign one of the categories below. Based on the category of the demolition requirement, the installation must provide the appropriate documentation/ justification as listed below.

Gate 1

- **A:** Airfield obstructions

  Required: Waiver type and current status.

- **B:** Risk Assessment Code (RAC) 1 or Fire Safety Deficiency (FSD) 1

  Required: Case study number from Wing Safety Office or Fire Department.

- **C:** RAC 2 or FSD 2

  Required: Case study number from Wing Safety Office or Fire Department.

- **D:** Building Condition Index (BCI) of 40 or less as indicated in SMS BUILDER.

- **E:** Lease Termination (infrastructure located on leased land where the land lease is expiring/terminating)

  Required: Documentation of official lease termination date.

Note: Any associated environmental cleanup costs would not be eligible for centralized FSRM funding in the AFCAMP.

Gate 2

- **A:** Elimination of a disease vector

  Required: Memo from installation Public Health stating vectors exist, have existed, or are imminent without continued treatments.

- **B:** End of life cycle, Aesthetics, Vacant, or Unneeded space

- **C:** Other justifications not listed

3.2.5.1.3. Required Data Entry: Enter information in NexGen IT per appropriate programming guidance in Appendix.5.1.

Note: the first words of "Project Description" must start with Gate 1X or Gate 2X followed by the square footage being demolished and then the narrative for the selected gate and category. Additional data entry guidance includes:

- CI = 0
- Scoring MDI = 0
- PEC = 93
- EEIC = 320.22XX

Project Description = "Gate 1A…." or "Gate 2C…." followed by the square footage eliminated, the narrative/description of the project, and justification for the selected Gate. If the project demolishes both building and non-building assets (as determined by Real Property Asset Type "B"), the unit cost and the total cost to demolish the building and non-building assets will be annotated separately in the Project Description.

3.2.5.1.4. Demolition of Multiple Facilities: Demolition of multiple facilities can be programmed and submitted to the AFCAMP as a single project if:

3.2.5.1.4.1. Requirement complies with DAFI 32-1020 regarding work in multiple facilities.

3.2.5.1.4.2. All facilities/assets in project meet the same demolition "gate" and "category" described above.

3.2.5.1.4.3. The "Project Description" should include overall gate, category assigned to each facility, total square footage being demolished, and narrative/justification addressing each facility. If facilities programmed as single project do not qualify as the same gate, the entire project will default to the lowest gate/category identifier. If description/justification are not provided for each facility, the project will be removed from the IPL.

Note: Installations will exercise reasonable judgement regarding cost and scope when considering bundling demolition of multiple assets into a single project.

3.2.5.2. Consolidation-Demolition

3.2.5.2.1. Intent: Consolidation-Demolition projects support the Installation Infrastructure Action Plan (I2AP) goals to reduce the size of the physical plant and increase the resilience of infrastructure. The work must contain a mix of demolition with repair and/or construction to meet a single requirement which results in a net reduction to installation facility or infrastructure quantities or increase to the Utilization Rate in the Real Property Asset Database (RPAD). All work must be related (e.g., the demolition of facility 1. cannot occur until the current function residing there is consolidated into the facility or 2. requires repair or construction to provide for the consolidation). Projects that result in an 80% utilization rate in the buildings that functions are consolidated into and demolish buildings with a BCI of 40 or less, will be the highest priorities.

3.2.5.2.2. Prioritization Options: Installations will choose one of the following options:

- Compete among all other projects which are prioritized by the MAJCOM. A value in the installation priority field in NexGen IT will indicate projects will compete this way.
- Within the enterprise priority allotment (see para.3.3.1), with funding levels to be determined by AFCAMP Governance. The installation priority field in NexGen IT will be left blank. Projects will be prioritized based on a square foot (SF) per dollar cost, weighted by the Area Cost Factor (ACF), and the resulting utilization rates of the buildings that functions are consolidated into.

3.2.5.2.3. Programming: IAW DAFI 32-1020, para 2.6.5.2 and 2.7.7, work in multiple facilities should be programmed as separate projects or as an umbrella project, with child project(s) for the facilities consolidation work and separate child project(s) for the facilities to be demolished. All renovation and demolition costs required to achieve a given consolidation-demolition requirement (i.e., the entire umbrella/project required to achieve the consolidation and demolition requirement) must be included, therefore, umbrella costs from multiple child projects will be included when calculating this ratio.

$$\frac{\$}{SF} = \frac{(\$\ Demo + \$\ Consolidation)}{SF\ Demo * ACF}$$

3.2.5.2.4. Submission Identification: To identify projects competing for the funding enterprise priority set-aside, they will comply with the following:

- The project title will begin with "CNSLD/DEMO". See A.5.1.1 for further guidance on project titles.
- The project will be included in the installation's Facility Space Optimization Plan (FSOP), which can be either in the CPP or in the template located in the Template Repository of the Facility Space Planning and Optimization Portal.
- Consolidation-Demolition requirements are applicable to requirements outlined in Appendix 6.

3.2.5.2.5. Submission Requirements: To perform the enterprise priority analysis, the following data elements will be submitted in the project description field:

- Total square footage being renovated for consolidation.
- RPUIDs of the assets to be demolished.
- Total cost of renovation required for consolidation.

- Renovation cost per square foot
- Total consolidation cost not related to renovation.
- Total square footage of building assets being demolished (building assets are indicated by Real Property Asset (RPA) Type "B" in the Accountable Property System of Record)
- Total cost for demolition
- Demolition cost per square foot
- Applicable only for projects that involve Building assets (identified in the Real Property record as RPA Type of "B"). Facility Space Optimization Worksheet showing the square footage allocated and authorized for all customers involved before and after the project(s), and the utilization rate for each building before and after the project(s). The FSOW template can be found in the Template Repository of the Facility Space Planning and Optimization Portal.

3.2.5.3. Supplemental Guidance

3.2.5.3.1. Demolition IPL Placement: Demolition projects will compete based solely on the guidance outlined above. MAJCOM prioritization is not required. Projects will be identified and grouped by gate and category. Validation data, cost, square footage (or cost per square footage), and Area Cost Factor (ACF) may be used as criteria for prioritization of standalone demolition projects by AFCEC/CIPA. The prioritized list will be presented to AFCAMP governance for inclusion into the CTO. Dormitory demolition projects should comply with the installation's approved Dorm Master Plan.

3.2.6. Environmental Quality – FSRM Projects with EQ Driver

3.2.6.1. Introduction: Not all projects with an environmental driver are eligible for EQ funding. In cases where the requirement is eligible for FSRM funds (PEC 76 & 78), projects are scored and prioritized based on environmental risk-based factors as described below. These requirements should be identified by the installation's Environmental Management System (EMS) Cross Functional Team (CFT) for Sustainment, Restorations, and Modernization (SRM) prioritization and provided to the base programmers. Unless required to be programmed as a single project, a requirement will be programmed as separate projects and prioritized, using either SRM or EQ scoring factors, not both. The litmus test is separating the EQ driven and non-EQ driven work to determine whether the projects will result in a complete and usable facility if executed individually.

3.2.6.2. EQ and Non-EQ Requirements in a single project: When EQ driven and non-EQ driven work must be programmed in a single project:

3.2.6.2.1. If the EQ driven work exceeds 50% of the total project PA, EQ scoring will be used for the project, otherwise the project will be prioritized by the requiring MAJCOM as outlined in para 3.3.

3.2.6.3. Steps and Responsibilities

3.2.6.3.1. Installation Programmer's Responsibilities: The installation programmer will program the project with the appropriate SRM PEC in NexGen IT. The project will then be sent to the respective AFCEC/CZ regional Environmental Quality technical scoring branch for scoring.

3.2.6.3.2. AFCEC/CZ Responsibilities: Regional Environmental Quality Technical Support Branch and Subject Matter Experts (SME) work collectively to determine most appropriate EQ scoring for projects at the start of the scoring process. AFCEC/CZ will score all projects using the Natural Infrastructure (NI) Project Scoring Worksheet and return it to the installation environmental function and project programmers for inclusion in the AFCAMP process and for entry of scoring values into the database of record. Requirement owners can access all PSWs via the "Project Scoring Worksheets" link located on the right side of the main AFCAMP Program SharePoint.

3.2.6.3.3. Validation: The appropriate AFCEC/CZQ Environmental Quality SME will validate the NI Project Scoring Worksheet and the project requirements.

3.2.6.3.4. Documentation Requirements: See A.6.3.5. for document submittal requirements.

3.2.6.4. Project Scoring

3.2.6.4.1. Environmental Quality (EQ) Scoring: FSRM projects with an EQ driver will be scored using the model as described below. The total score will be the Probability of Failure (PoF), multiplied by the Consequence of Failure (CoF). The PoF and CoF of EQ program requirements (independent of the funding source) will be calculated using the Project Scoring Worksheet AFCAMP SharePoint. AFCAMP governance will ultimately select the projects to be given funding authority in the CTO.

3.2.6.4.2. Probability of Failure (PoF): PoF is determined based on the regulatory implication of the project and requirement. Regulatory implication assesses environmental and regulatory compliance needed to achieve full and sustained compliance with environmental laws. Score is dependent on type of regulation, executive order, strategic sustainability performance plan goal, DoD/Air Force directive, instruction, and/or policy that must be met. This will be scored by AFCEC/CZ.

3.2.6.4.3. Consequence of Failure (CoF): CoF is based on regulatory score, mission degradation, environmental risk, stakeholder interest, and significant aspect investment.

Table 3-4. EQ Scoring Model

Model Factor	Asset Class	Score Equals	Generated by	Description
1-100 score	**Natural Infrastructure** (scored by AFCEC/CZ)	**Regulatory Mission Implication** *(70%)*	**EQ Programming Guide**	**Regulatory Mission Implication** assesses the mission consequences of failure to comply with environmental/regulatory standards.
		Mission Degradation *(15%)*	**EQ Programming Guide**	**Mission Degradation** assesses potential loss of mission capability.
		Environmental Risk *(5%)*	**EQ Programming Guide**	**Environmental Risk** assesses occurrence likelihood (unlikely, seldom, occasional, likely, or frequent).
		Stakeholder Interest *(5%)*	**EQ Programming Guide**	**Stakeholder Interest** measure's potential public reaction or legal action that may impact the local mission.
		Significant Aspect Investment *(5%)*	**EQ Programming Guide**	**Significant Aspect Investment** Score is based on the type of aspect (Haz Waste, air, water, fuel, natural or cultural resources, EIAP), whether its impacts are AF wide or Base level and Return on Investment (ROI)

3.2.6.5. Examples of SRM funded requirements with an EQ driver include:

- Backflow repair projects
- Fuel storage tank repair
- Corrective real property work to address inflow and infiltration compliance.
- Historical facilities preservation

3.3. Prioritization

3.3.1. Overview: Installations and MAJCOMs will prioritize all requirements, regardless of FY in a single 1-N list. This is necessary to enable comparison of projects programmed in different FYs, especially when projects below the cutline in one FY must be carried over and re-prioritized in the next FY.

(For example, you have a $5.0M project to repair a fire suppression system in Hangar 1 as your #1 priority in FY1, and your long awaited $50M runway repair project as your #1 priority in FY2, but it needs $5.0M in design in FY1. If you only had $5.0M in FY1 which project would you spend it on and which project, would you defer?)

MAJCOM priority point values will serve as the starting point for project prioritization in the AFCAMP IPL. Installation priorities are used to inform MAJCOM priorities. MAJCOMs are assigned a fixed number of priorities that are converted to points when competing against other MAJCOMs.

3.3.1.1. Exceptions: Exceptions to this section include the following projects competing within enterprise priority allotments: FSRM-EQ, Energy Savings, Troop Training, Demolition and Consolidation-Demolition. (Third-Party funded projects will be prioritized). As stated in para.3.2, FSRM projects with EQ driver compete on their EQ score, which does not require MAJCOM priority. Enterprise priorities compete on a variety of different factors as described in para.3.2.1.
Note: Per Section 3.2.5.2.2. Consolidation-Demolition projects may either compete among all other projects which are prioritized by the MAJCOM or within the enterprise allotment. A value in the installation priority field in NexGen IT will indicate projects will compete for MAJCOM prioritization versus within the enterprise priority allotment.

3.3.2. Installation Prioritization

3.3.2.1. Overview: IAW AFI 32-1015, para.8.2.12, Installation Facilities Boards are responsible to review and approve project priorities for all programs for built and natural infrastructure in accordance with that program's guidance. For all projects seeking PTO/CTO AFCAMP funding, installation priorities must be assigned to all projects, minus the exceptions noted above. Installations will create a single overall 1-n list covering all 5 Fiscal Years of the IPL. Installation and MAJCOM priorities are not bound by priorities provided in previous cycles.

3.3.2.1.1. Data Entry / Identification of Requirement: The priority number must be entered in NexGen IT. Requirements without a base priority, or with a priority of 0 or 999, will not be included in the IPL. See Appendix.5.1.4 for data entry requirements. Although IPL development will assist in these efforts, ultimately, installations and tenants are responsible for identifying their projects to their requiring MAJCOMs for prioritization.

3.3.2.2. Advocacy: Installations and tenants will identify and advocate their projects to their requiring MAJCOM for prioritization. See below for instructions on tenant and basing action requirements. MAJCOMs will establish timelines, processes, and information required from their installations and tenant units to support this activity.
3.3.2.3. Umbrella Projects: For projects meeting the definition of DAFI 32-1020 as an umbrella project, only one priority will be required; that priority will be applied to all child projects.

3.3.2.3.1. Phased Projects: In some cases, operational and financial constraints necessitate the phasing of larger projects over multiple years. It is often important to ensure continuity of phased projects so that remaining phases are funded in subsequent years to provide the total requirement. MAJCOMs are encouraged to provide a priority equal to or better than past cycles to promote continuity of remaining phases.

3.3.2.5. AF and non-AF Tenant Requirements

3.3.2.5.1. AF Tenant Required Restoration and Modernization (R&M) or Minor Construction where the tenant's parent MAJCOM is different from the host installation's MAJCOM: If a tenant

requires an R&M (EEIC 320.15xx) or minor construction (EEIC 320.13xx) project, which includes construction, renovation, upgrade, or modernization in order to meet their specific mission need, the requirement is the responsibility of the tenant to advocate the project to their parent MAJCOM and for the parent MAJCOM to prioritize. The tenant's parent MAJCOM should be entered in NexGen IT as the Requiring Command and the base priority will be "700". This will map the requirement to the tenant's parent MAJCOM for prioritization.

3.3.2.5.2. All other tenant requirements: For all sustainment repair requirements (EEIC 320.16xx), where the host and AF tenant's parent MAJCOMs are the same, or a non-AF tenant, it will be the responsibility of the host installation's parent MAJCOM to prioritize as the Requiring Command. If a minor construction (EEIC 320.13xx) or modernization upgrade or repair (EEIC 320.15xx) is not being driven by the tenant's specific mission need, the host installation's MAJCOM will be the Requiring Command. Tenants will advocate their requirements through the host installation's Facilities Board and host MAJCOM for prioritization.

3.3.2.6. Basing Actions: The requiring (mission owning) MAJCOM will prioritize these basing action projects. When entering the priority value into NexGen IT, the mission owning MAJCOM should be entered as the Requiring Command and the base priority will be "800". See Appendix 5.1.4 for further data entry guidance.

3.3.3. MAJCOM Prioritization

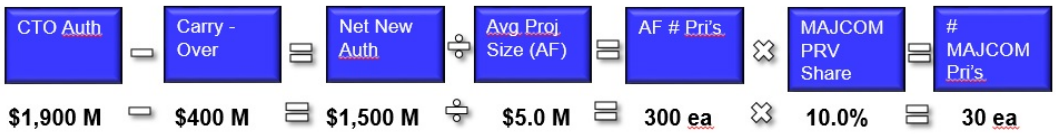
3.3.3.1. Overview: MAJCOMs are assigned a fixed number of priorities, based on anticipated funding in the year of execution, which are then used to calculate a project's MAJCOM priority point value in each year of the 5-year IPL. The priority point value is the value that will be used as the initial basis for prioritization in the AFCAMP IPL. The number of priorities per MAJCOM is proportional to the Sustainment Plant Replacement Value (PRV) of real property administered by that MAJCOM, with a minimum number of priorities established for smaller MAJCOMs.

3.3.3.2. Total Number: Total number of priorities are calculated by approximating the estimated total budget, minus the projected carry-over from the current Fiscal Year (FY) (cost growth, ERRs, etc.). This will determine the amount of new authority that can be provided. The amount of new authority will be divided by the average submitted project cost to determine the total number of AF priorities. This number will be multiplied by the MAJCOM's percentage share of the Sustainment PRV to determine the number of MAJCOM priorities.

3.3.3.3. Priority Points: Each MAJCOM's first priority will receive maximum points (40). Priority points decrease proportionally for each priority until the number of priority points equals zero when the maximum number of priorities for the MAJCOM is reached.

3.3.3.4. MAJCOM Priority Allocation - Calculation Example:

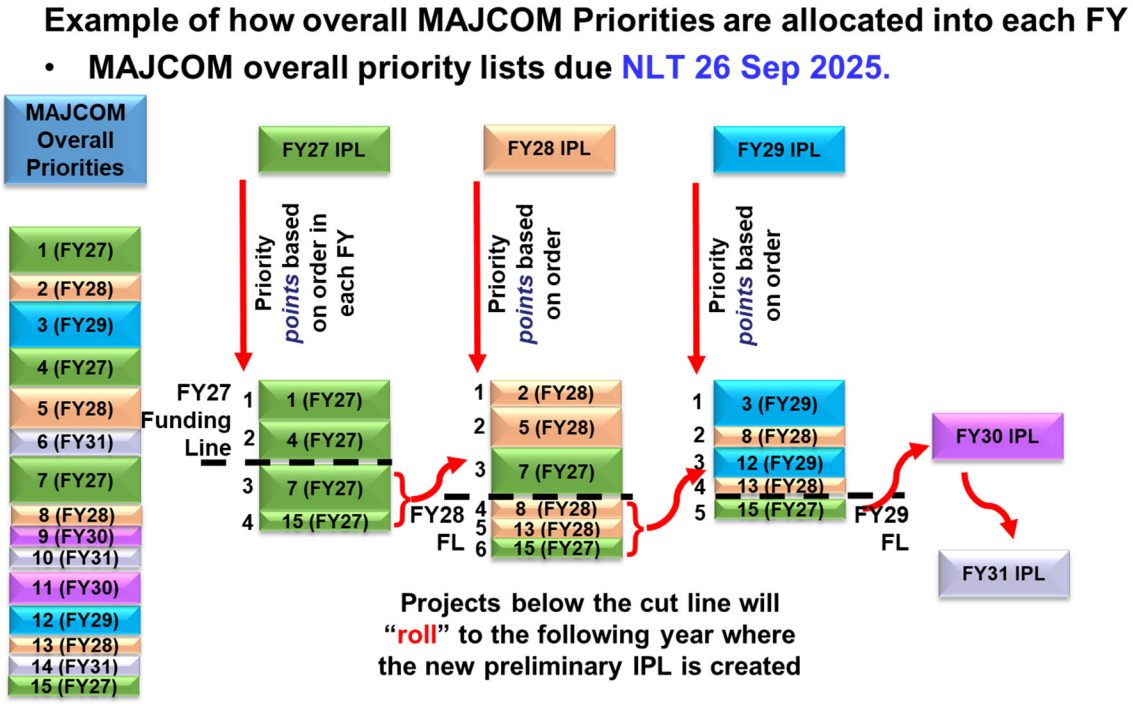
Figure 3-1. MAJCOM Priority Allocation Example



3.3.4. Building each year of the 5-year IPL: Each FY of the IPL is built in successive fashion. AFCEC/CFPI will first isolate FY27 requirements and renumber priorities for only the projects within that single FY 1-N, ensuring there are no gaps in numbering. This value is known as the MAJCOM's FY priority, which will be used to calculate the FY27 priority point value. The FY27 priority point value will be used to prioritize all projects within the FY27 IPL. Once the target cumulative amount of funding authority has been reached and the cut line has been established, requirements below the line will be rolled into the next FY's IPL for prioritization. The process repeats for the

remaining FYs. The MAJCOM's overall 1-N priority is used to determine each FY priority, then the FY priority is used to calculate the FY priority point value. See graphic below for additional/alternate explanation:

Figure 3-2. Translation of Overall MAJCOM Priority into FY Priority



3.3.5. Enterprise Focus Investment: Enterprise Focus Investment projects will be prioritized by the respective enterprise AMP manager or Program Owner, and will solicit MAJCOM feedback before presenting Focus Investment IPLs for governance approval.

3.4. Planning Tasking Order (PTO)

3.4.1. PTO Overview. The PTO is a list of projects which have been given authority and are expected to be funded to develop Charrette Reports and Economic Analyses through the Quadripartite Memorandum signed in the Spring for the upcoming FY. The PTO supports outyear Construction Task Order (CTO) requirements and other MAJCOM specific projects. PTO prioritization is based on the FY of when the project is projected to be above the line for CTO funding. Projects with a high degree of risk or complexity may receive consideration. More information can be found on the **PTO homepage**.

3.4.2. PTO Development: Projects programmed as FY28 through FY31 will only be considered for charrette and Economic Analysis funds if required/requested by requirement owners. Advanced planning is highly encouraged along with consultation with USAF Sub-AMP or AMP Managers to validate CoAs, CoA selection, project scope, and timing. The Requirements Development Section (AFCEC/CFTR) will develop the list of potential projects to be considered for PTO funding from MAJCOM priorities during AFCAMP and IPL pulls from NexGen IT. Requirements will be prioritized based on a project's probability of making the CTO in future FYs.

3.4.3. FY27 PTO Build: The FY27 PTO will be developed from requirements identified in the outyears (FY28-31) AFCAMP IPL. These projects must meet the following conditions:

3.4.3.1. Equal to or exceed the dollar thresholds in Appendix 6.2. which requires completed charrettes. For requirements under those thresholds, installations should seek other methods or funding sources, such as the decentralized FSRM program or as a separate submittal item in the annual Ex-Plan for Architect/Engineer (A/E) Contract Support.

3.4.3.2. Approved Planning Vector Check (PVC).

3.4.3.3. Project entered into database of record (NexGen IT). Project naming convention starting with "CR-" in the project title and "CR" as the project number suffix.
3.4.3.4. MAJCOM priorities AFCEC deems competitive.

3.4.4. PTO Requirement Swaps: A request to remove an invalid requirement from the approved PTO memorandum and replace it with a valid requirement must be coordinated with AFCEC/CFTR via the Requirements Development Workflow (AFCEC.CFTR.Workflow@us.af.mil) and approved by AFCEC/CF. The criterion for requesting a swap is as follows:

3.4.4.1. Project(s) to be removed:

- Installation coordinates with their respective MAJCOM, who will then request removal of an approved PTO project(s) due to being invalid.
- Provide appropriate reasoning for it being invalid (e.g. already contracted a charrette).

3.4.4.2. Project(s) to be added:

- The requested project(s) must compete for the next FY's CTO Design funding (e.g. if adding to the FY27 PTO, it must compete on the FY28 CTO for Design) with a projected execution year of FY+2 or earlier (e.g. competing on the FY28 CTO for Design and/or competing for Execution in FY29 or earlier).
- Provide a MAJCOM "push" email from your respective MAJCOM that they support the swap and that they intend to provide a high enough priority for the FY28 CTO for Design.
- These additional requirements will be evaluated on a case-by-case basis and if approved will be funded per the status quo of first-come, first-served based on the requested ToT dates until funds are exhausted.

3.4.5. Charrette Overview

3.4.5.1. Timing and Readiness: Prior to contracting a design charrette with an Architect/Engineering (A/E) firm, complete the Planning Vector Check and obtain AMP Manager concurrence on the selection of alternative. The expected outcome of a charrette is for a requirement to have project scope definition of approximately 15%, which is understood as pre-design. This is important to ensure that Brooks Act Policy is not infringed upon.
3.4.5.2. Due Diligence: The Charrette Report should provide enough granularity for a Class 4 cost estimate. Additionally, a charrette should include an Economic Analysis (if required by AFI 65-501, para.1.5), destructive testing, and enough details to populate the Scope Analysis Wizard in the CPP.
3.4.5.3. Collaboration: Producing a charrette is a process and a collaborative effort. This includes engagement within and outside the squadron and is a critical activity to capture the many perspectives and factors that can affect the success of a project. This ensures the necessary components of work are identified, determining existing conditions to the extent possible, and performing due diligence to determine whether other aspects of the project can adversely affect the on-time delivery of the project within a defensible cost estimate.

3.4.6. Charrette Report Funding References: Appendix A.8. outlines the Funding Flow Process and steps to cFSRM Charrette Funds. To receive PTO funding for a Charrette Report, installations shall submit the PTO Request for Funds (RFF) form to the Requirements Development Workflow (AFCEC.CFTR.Workflow@us.af.mil). The PTO RFF Form template can be found at the PTO Program Management page through the AFCEC portal. A PTO RFF Form Example can also be found at the PTO Program Management page.

Note: PTO funding requests submitted on the CTO RFF form will be returned. Charrette Reports will be funded on a first in, first out basis.

3.4.7. Charrette Report References: See Appendix A.6.3.1. for Charrette Report preparation guidance and template link. The Charrette Report must be thoroughly completed (all applicable areas of the template must be addressed including appendices) to be considered valid and demonstrate that the project is ready for design investment. Unique conditions at the installation or mission may require tailoring of the charrette template to capture those recurring factors to improve the utility of the charrette over time.

3.5. Large Projects

3.5.1. Large Projects over $50M: Within a constrained centralized FSRM portfolio, large projects present risks to Construction Tasking Order stability. Consequently, projects with a PA over $50M will be prioritized during the Major Construction Working Group governance. CFPI will draft an annual Large FSRM Execution Strategy to provide a 5-year outlook for Infrastructure Council review.

3.5.1.1. Timing: Infrastructure Council Principals (SAF/IE, AFMC/CC, HAF/A4) will review the projected large projects at the Summer Infrastructure Council meeting and decide how funding should be prioritized for the next FY (i.e., planning/investment wedge).

3.5.1.2. Due Diligence. Recognizing that funding one large project may prevent several smaller projects from being funded, the decision should be based on the greatest benefit to the entire Air and Space Force missions.

3.5.1.3. Requirements: Projects must complete the CPP actions and be prepared to phase as necessary to ensure competition and consideration. Projects shall have a completed Planning Charette Report (PCR) and Class 4 cost estimate, validating the project scope and cost prior to starting design.

3.5.2. Large Project Management

3.5.2.1. AFCEC/CF or the AFIMSC Detachments shall manage the project as the Design/Construction Manager (DM/CM), as determined by AFCEC.
3.5.2.2. An execution strategy panel consisting of the project stakeholders (AFIMSC Dets, CFM, CFS, CFT, and Installation Civil Engineer) will be initiated by the DM/CM during the design phase to determine the Design/Construction Agent (DA/CA) and execution method.
3.5.2.3. The DM/CM maintains NexGen IT and the Project File throughout design and construction. The Installation Civil Engineer maintains NexGen IT records for all other AFCAMP required processes.
3.5.2.4. All funding requests, including Upward Obligation Authority, and funds transfers to the Agent shall be accomplished by the installation.

3.6. AFCEC Project Execution: AFCEC/CFS Design Agent/Construction Agent (DA/CA) Services

3.6.1. Overview: AFCEC/CFS (Strategic Execution Division) provides DA/CA services like USACE and NAVFAC. Projects are typically funded from AFCAMP, with a scope greater than $10M. Other sources of funding are acceptable.

3.6.2. Expertise: AFCEC/CFS expertise includes airfield-related infrastructure, facility renovations, classified or high-security facilities, and dormitories.

3.6.3. Benefits of CFS as a DA/CA: Dedicated project manager and construction manager, easing local staff workload, dedicated on-site Title II services, technical reach back for design reviews and support, contracted services via 772 Enterprise Sourcing Squadron, and no overhead costs.

3.6.4. Timing: Projects typically start with a PCR or initial design so coordination early in the planning is critical.

3.6.5. Contact: AFCEC/CFS Workflow (afcec.cfs.workflow@us.af.mil).

3.7. Cost Growth Governance – Corrective Action Plan (CAP)

3.7.1. Project Offsets for Cost Growth: Deleted.

3.7.2 CAPs Limited to one FY: To control growth of CTO, CAPs requesting roll-over into the next FY will be limited to one year. A project will not be approved to carry over into multiple FYs.

4. Other Tasking Orders & Programs

4.1. Military Family Housing Tasking Order (MFHTO)

4.1.1. Overview: The Military Family Housing (MFH) program for the FY27-31 AFCAMP is separate from the traditional Operations & Maintenance (O&M) program due to separate funding from a different appropriation. This section outlines specific requirements regarding the MFH program and development of the MFH Tasking Order (MFHTO).

4.1.2. Eligibility: Family Housing projects include projects funded by PEC 88746F.

4.1.3. Prioritization: MFH requirements will utilize a separate set of MAJCOM priorities.

4.1.4. FY27-31 MFH AFCAMP Timeline: See timeline in Table 2-2.

4.1.5. Process

4.1.5.1. Step 1. Identify Requirements, Build Prioritized Projects

4.1.5.1.1. MFH Real Property Maintenance by Contract (RPMC) Projects: RPMC Projects for FY27-31 should be built using requirements identified and data contained in the following sources:

- Strategic Investment Plan (SIP) project(s) identified in the Housing Community Profile (HCP) and Family Housing Master Plan (FHMP) process (do not need additional justification or validation). SIP projects to be submitted for FY specified in FHMP. The Housing Enterprise Manager approves changes in SIP project(s) submitted for FYs other than those stated in FHMP.
- Stand-alone Exceed Threshold (ET) projects.
- Life/Health/Safety Projects.
- Work Items generated by SMS BUILDER/PAVER.
- Other projects not identified using the above sources will also be considered for inclusion and will require additional supporting justification identified in para.4.1.5.1.2 below.
- 15% of RPMC of above the line Housing IPL Funding will be dedicated to Activity Management Plan (AMP) Projects.

4.1.5.1.2. Data Entry: See Appendix 5.1.5.7 for NexGen IT database entry requirements.

4.1.5.2. Step 2. Submit MFH AFCAMP Proposal: Use the below guidelines for submitting the MFH AFCAMP proposal. Non-approved FY27 Exceed Threshold projects will not be considered for the IPL unless they have Housing Enterprise Manager approval.

Tab 1: Base with projects requiring designs must indicate that design funds are required for a future year project. See NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards for information regarding requesting design in NexGen IT.

Note: Base Programmers should NOT activate opportunities in NexGen IT, visibility for AFCEC/DET is lost on these proposed projects.

Tab 2: Each Priority Classification (para.4.1.5.2.2) are to be combined in the MFH AFCAMP proposal. Projects in each Priority Classification will be ranked separately and will not compete with the projects outside each Priority Classification.

4.1.5.2.1. MAJCOM/Wing Priority Number: Assign a 1-N priority for each project per FY in NexGen IT and AFCAMP proposal. Projects within a Priority Classification cannot have the same MAJCOM priority number. Installations shall reprogram and reprioritize previous year unfunded projects into an appropriate FY.

4.1.5.2.2. Priority Classification: MFH RPMC projects will be assigned a primary classification/ prioritization number as follows (0 – highest priority, 6 least priority):

Table 4-1. MFH Primary Classification/Prioritization

0	Fire/Health/Safety with Risk Assessment Category (RAC) Code
1	*Strategic Investment Plan (SIP) Projects
2	Non-SIP approved to Exceed Threshold for General Officer Quarters (GOQ) or non-GOQ
3	Fire/Health/Safety without RAC
4	**Critical Repair/Minor Alterations
5	Non-critical Repair/Minor Alterations
6	Other projects to support MFH quality of life

* SIP projects are defined only as Housing Requirements and Market Analysis (HRMA) validated surplus demolitions and/or HCP defined investment strategy projects.

**Critical projects to prevent or correct structural or infrastructure component(s) deficiencies. This is intended to keep components/infrastructure from failure resulting in additional costs. Must be supported by weighted average Condition Index (CI) and documentation.

Enter the Proposed Primary Classification/Prioritization in place of a "Scoring Mission Dependency Index (MDI)" value in NexGen IT. Base proposed classifications are subject to review and adjustment by validators, when not aligning to project scope and description.

4.1.5.2.3. Secondary Prioritization: Once AFCEC/CIMH has reviewed initial installation / Det submissions (e.g., 1391, cost estimate, etc.) and primary rankings, Overseas Detachments in conjunction with MAJCOMs will prioritize projects within each primary ranking.

4.1.5.2.4. MFH AFCAMP Proposal Submission: USAFE and PACAF bases submit MFH AFCAMP Proposals to their respective detachments Housing Support Staff (Det) for initial review, OCONUS Dets will validate and submit command program to AFCEC.CIMH.RPMworkflow@us.af.mil. Continental United States (CONUS) bases will submit projects directly to AFCEC.CIMH.RPMworkflow@us.af.mil.

4.1.5.3. Step 3: Provide Validation Data

4.1.5.3.1 Validation process: Overseas Detachments in conjunction with USAFE and PACAF will validate and prioritize candidate projects. AFCEC will perform a programmatic review and validation of candidate projects. Bases are responsible for providing additional information as necessary to support project validation and review as follows:

4.1.5.3.2. FHMP Projects: Projects directly aligning to requirements outlined and forecasted through the FHMP planning process (including the HCP) for both scope and cost will be validated and appear on the FY27-31 MFH IPL. Project justification for FY27 will need to include the following items, no additional documentation is required for FY27-31:

- Detailed project description (DD1391), using A4C business rules for DD1391 preparation.
- Projects costing >$1M must have a Class 4 parametric cost estimate.
    - DD1391s with costs not backed by sufficient cost estimates will not be accepted. Cost estimates must be developed using a recognized cost estimating tool such as the Tri-Service Parametric Cost Engineering System (PACES).
    - Estimates must be prepared per guidance in Appendix 5.7. "Cost Estimates".

- The estimate used for the development of the HCPs and FMP before Apr 2022 are planning estimates and are not to be used for project submissions. Estimates developed in HCPs accomplished after Apr 2022 can be used.
- Facility Plant Replacement Value (PRV): The facility PRV must be calculated from UFC 3-701-01, DoD Facilities Pricing Guide, paragraph 3-2.2. Under no circumstances should the PRV found in the USAF Civil Engineer Real Property database, or in TRIRIGA be used.

- Certificate of Compliance for Critical Planning.
- Completed cost comparison or approved economic analysis waiver as necessary.
- Supporting sketches, drawings, photographs.

4.1.5.3.3. Emerging Project: Emerging projects include projects which have arisen after the most recent master planning document, or that do not align to planning requirements. Project justification for FY27 will need to include the following items: no additional documentation is required for FY27-31:

- Project justification needs to clearly show why the requirement was not identified in the FHMP/HCP in addition to supporting the urgency of the requirement itself above existing FHMP requirements.
- See para.4.1.5.3.2 for other project documentation required.

Supporting documentation shall be submitted for validation and review to AFCEC/CIMH Workflow (AFCEC.CIMH.RPMworkflow@us.af.mil). OCONUS bases submit supporting documentation to Overseas Detachments for validation and review.

4.1.6. Approval Thresholds: MFH project work type and approval thresholds are outlined in AFI 32-6000, Chapter 11, Table 11-1. AFCEC/CC specific delegations may be applicable.

4.1.7. Exceedance of Threshold Packages: The In-Cycle ET data call will be due ahead of the AFCAMP submittal in order to inform the Presidential Budget (PB) and will feed into the AFCAMP process. Specific requirements for the FY27 ET submittal process, supporting documentation, and details will be released at a later date through the MFH data call process.

4.1.8. Rollover and Carryover Projects: Approved MFHTO rollover projects are good for the length of the bid life at the time of the rollover when funds are not available for execution in approved FY and a bid has been received by project contracting office that is valid. Approved MFHTO projects may be carried over to next FY with approval of the Housing Enterprise Manager in AFCEC/CIM. Projects not approved for Carry-Over will be required to compete in future year IPL builds.

4.2. Environmental Tasking Order (ETO)

4.2.1. Eligibility: EQ is a centrally managed program at AFCEC through the published ETO for funding EQ requirements (PEC 53, 54, & 56). eDash provides detailed guidance for identifying programming and validating EQ funded requirements. EQ Requirement Owner(s) shall identify and program requirements in the IPL Validation/ETO Input Tool, located on the EQ Planning, Program, Budget, and Execution (PPBE) Workspace on eDash. AFCEC/CZAQ is responsible for transferring the validated EQ IPL/ETO to AFCEC/CFPI for inclusion into the ITO.

4.2.2. Prioritization: Requirements will be prioritized by their risk-based score using the EQ Programming Guide located on the AFCEC EQ Workspace.

4.3. US Space Force Tasking Order (USSFTO)

4.3.1. Funding: The USSF receives a separate FSRM appropriation and therefore will have its own USSF Tasking Order within the ITO. USSF will determine the amount of funding to be provided to and manage each of the enterprise priorities. These may differ from the enterprise priorities in the USAF tasking orders.

4.3.2. Business Rules: These business rules, along with existing resources and processes will be used to prioritize, submit, and validate USSF projects. All references to "MAJCOM" should be interpreted to also apply to USSF.

4.3.2.1. All chapters and associated appendices of these Business Rules apply to development of the USSF Comprehensive Asset Management Plan (CAMP) with the following exceptions:

4.3.2.1.1. USSF does not allocate MAJCOM priority points IAW para.3.3.3., but instead directly prioritizes its requirements. Large projects shall be included within normal installation and USSF 1-n prioritization.

4.3.2.1.2. PTO requirements swaps IAW para 3.4.4., shall be sent to AFIMSC Detachment 1, instead of AFCEC/CFTR, for consideration.

4.3.2.1.3. Funding prioritization for Large Projects (IAW para.3.5) shall consider recommendations from the Infrastructure Council but will be made by USSF.

4.3.2.1.4. USSF does not have separate enterprise priority allotments (para.3.2.). Installations will include projects within these categories within their installation priority list (para 3.3.2.1.). AFCAMP NexGen IT Data Entry guidelines should still be followed to ensure projects are pulled correctly (Appendix.5.)

4.3.2.1.5. USSF will prioritize all consolidation-demolition and demolition projects for the USSFTO.

4.3.2.1.6. Re-insertion requests (para.4.5.3) shall be submitted to AFIMSC Detachment 1 workflow box (AFIMSCDet1.DETAFSPC.Workflow.1@us.af.mil).

4.3.2.1.7. Emergent Requirement Requests memorandums (para 4.4.2.1.3 and Table 4-2) for USSF will be signed by respective FLDCOM/S4.

4.3.2.2. AFCEC/CFPI will pull the list of eligible projects from NexGen IT.

4.3.2.3. Installations will submit projects for validation on the AFCAMP validation page by the required timelines in Table 2-1.

4.3.2.4. AFCEC/CFPI will be responsible to validate projects and lead enterprise validation efforts.

4.3.2.5. USSF will provide its prioritized list of projects to AFCEC/CFPI at the same time as when USAF MAJCOM priorities are due.

4.3.3. Governance: USSF has its own governance structure and process to approve the USSF IPL. Production of the USSFTO will be published alongside with the USAF ITO. USSF is authorized to adjust requirements in the USSF IPL during the execution fiscal year in accordance with the USSF governance.

4.3.4. Tasking Order: USSFTO portion of the ITO will include all requirements typically funded under the USAF ITO, as described in para 1.2.1, which includes those CTO enterprise priority supported by the USSF as described in para 3.3.

4.4. FY26 Emergent Requirement Requests (ERR)

4.4.1. Overview: An ERR is any mission critical and unforeseen requirement eligible for centralized funding that is identified after the approval of the pre-final or final CTO or ETO but requires funding in the current fiscal year. The ERR program supports only necessary repairs that would restore normal operations to existing facilities and infrastructure systems. The ERR program does not support capacity upgrades when those upgrades are not required by code and/or to bring the facilities and infrastructure systems back to the prior normal operating conditions. If the ToT is after the next CTO/ETO, then the requirement will compete in the AFCAMP. Approved ERRs are inserted into the existing CTO/ETO program. Thus, these requests are highly scrutinized to ensure all criteria are met.

4.4.1.1. Applicability: This chapter of business rules applies to all emergent requests which are submitted with all required documents after the release date of these business rules. They remain in effect until next cycle's business rules are released, typically in Mid-April of the following year.

4.4.1.2. Ineligible Projects

4.4.1.2.1. Projects Below the AFCAMP Floor and Other Projects Ineligible for AFCAMP Funding: Ineligible projects include those that do not meet AFCAMP funding eligibility requirements as described in the applicable sections for each tasking order in previous chapters. Under the normal cycle, these projects would've been submitted through resource/funds managers to AFIMSC in the ExPlan. For Emergent Requirements, submit an AFIMSC Critical Unfunded Requirement Request (CURR), which is any critical and unforeseen requirement that is identified after the approval of initial ExPlan distribution.

4.4.1.2.2. AFIMSC Storm Damage. (EEIC 320.15xx – Restoration Work Only): Work which is a result of storm damage (i.e., hail, tornado, earthquake, fire, hurricane, etc.) and requires funding in the current FY on a reimbursable basis will use the AFIMSC Storm Damage process. Funding requests will be sent through resource/funds managers for AFIMSC/RM approval through the Storm Damage SharePoint.

4.4.2. Process

4.4.2.1. Submittal: In order for an ERR to be considered for funding, it must be submitted to the ERR SharePoint page. To be a valid candidate project, the ERR must meet the criteria defined in para.4.4.3 and have all required documents and information (shown below), as well as any necessary supporting documents:

4.4.2.1.1. Required Documents and Information: Initial submittal for ERR validity determination:

- Completed ERR Validation Worksheet: ToT, Execution Agent, and Execution Method.
- Simplified Analysis of Alternatives (SAoA)
- Parametric Cost Estimate or draft DD1391 (use proper units of measure, little or no use of Lump Sum).
- Documents required after ERR validity determination:
- Draft Request Memorandum unsigned by the appropriate authority as specified in Table 4-2.
- Identification of the appropriate AFICC OL Director and Deputy OL Director, or equivalent Contracting Director, and Deputy, available and authorized to provide Authority to Advertise (ATAdv), indicating when the ERR is validated and staffed for approval that CONS has capacity for the ERR in addition to on-going Contracts.

4.4.2.1.2. Supporting Documents: Photos; floor plans; building elevations; etc. to clarify the Requirement. General CAMP Toolbox.

4.4.2.1.3. Templates: For document templates and detailed submittal instructions reference the ERR SharePoint page, and click on "Submit and Emergent Requirement". Then click on "Documents" at the left margin to access guidance instructions including Templates for preparation of the Validation Worksheet, and the MAJCOM Request Memo, which must be prepared and signed after ERR validity determination. (Completing and saving the initial "New Requirement" fact sheet creates the User's Active file.)

4.4.2.1.4. Submittal Process: To submit an ERR for validation requestors will:

- Justify requirements meet defined emergent criteria in the validation worksheet.
- Program and enter the requirement in NexGen IT based on guidance provided in DAFI 32-1020, DAFI 32-7001, and AFI 32-6000, Chapter 11 as well as the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards in the Data Management Guides Toolbox.
- Starting at the ERR SharePoint page, click on "Submit and Emergent Requirement". Then click on the "+" symbol with the circle around it, which is labelled "new requirement".

4.4.2.1.5. Time Limit for Submission of a Complete ERR: Previous 7-day and 14-day time limits for complete submission of all requirements is no longer required. CFPO will review the initial ERR

"package" to determine if the ERR criteria is met. CFPO will notify the Base to request submission of the MAJCOM/CD signed request Memo, or request withdrawal of the ERR.
Note: The FY of a request does not govern the exact applicability timeframe of this chapter of the business rules. See para.4.4.1.1 for more details.

4.4.2.1.6. ERR Flow Chart: To better understand the various ERR processes, bases can use the Emergency-Emergent Funding Flowchart included in the "Documents" library.

4.4.2.2. Validation

4.4.2.2.1. MAJCOM/AFIMSC Detachment Support: MAJCOM A4C staff and their respective AFIMSC Detachment provide support to the installation requesting an ERR.

- Offsets are required for ERRs >$5M. MAJCOMs must identify an offset from CTO projects within their MAJCOM with authority in the current CTO checkbook. Offsets are permitted only within the same scoring source. Enterprise priority allotment projects (Business Cases) may not be used as an offset for an ERR that would require a MAJCOM priority if submitted during the normal AFCAMP cycle. Authority will be transferred from the CTO project to the ERR.
- MAJCOM-selected offsets will be removed from the CTO, placed on the UPL, and be subject to AFCAMP Governance guidance. If the UPL requirement is not funded, the project must be resubmitted to compete in the next AFCAMP cycle for funding.
- If the MAJCOM cannot provide an offset, the validated ERR will be approved and placed on the UPL. If not funded, validated ERRs placed on the UPL will be removed from the UPL when the next CTO is issued.

Note: Mission criticality validation should be determined by mission (MAJCOM) personnel, rather than AFIMSC Detachment.

4.4.3. Constraints/Section Specific Guidance

4.4.3.1. Criteria for Consideration: For ERRs to be considered they must meet all of the following criteria below or Life, Health, and Safety (LHS) criteria in para 4.4.3.6:

4.4.3.1.1. Mission Critical: The requirement must represent significant mission degradation and/or impact must be imminent if it is not funded as soon as possible.

4.4.3.1.2. Unforeseen: The requirement must be unforeseen and could not have been reasonably planned for and/or predicted given existing circumstances. It may include existing requirements that deteriorate unexpectedly to a point where execution cannot wait until the next ITO, provided they could not be readily assessed.

4.4.3.1.3. Current Year Necessity: The requirement must clearly demonstrate why it cannot wait for the next AFCAMP cycle. Illustrate why there are no workarounds or immediate local actions that can mitigate risk until the next AFCAMP cycle. If the requirement can wait, it will wait.

4.4.3.1.4. Ability to Execute: Demonstrate the ability to execute in the FY in which funds are requested. If the project cannot be executed in the FY, the project should be submitted in the next regular AFCAMP cycle.

4.4.3.2. Built Infrastructure (BI) Requirements (FSRM): With the elimination of project scoring and Project Scoring Worksheets starting in FY24, scores will no longer be required.

4.4.3.2.1. Validation Documents: Projects submitted as ERRs will be vetted using similar validation process as AFCAMP requirements. All validation documents and requirements listed in para 4.4.2 will be required prior to final approval for funding of the ERR.

4.4.3.2.2. Approved FSRM ERRs: An approved emergent requirement will then be inserted into the FSRM Checkbook and tracked based on the reported ToT in accordance with FSRM CTO Execution Business Rules.

4.4.3.3. Environmental Quality (EQ) requirements: MAJCOM priority or validation is not applicable. EQ ERRs are submitted to AFCEC/CZAQ for review and approved according to established AFCEC/CZ business rules. Approved EQ ERRs will be inserted into the current year ETO based on their total EQ model score. For more detailed guidance reference the EQ Emergent Tool.

4.4.3.4. NO Reimbursement. ERRs may not seek reimbursement through AFCEC ERR for funds spent to execute requirements at the installation or MAJCOM level; reimbursement actions are managed by AFIMSC.

4.4.3.5. Savings-Based ERRs: A requirement may be submitted based solely on its SIR if it meets the "unforeseen" criteria and must be awarded in the current fiscal to achieve the savings or receive third party funds. The SIR must be greater than or equal to the minimum SIR approved in the current year CTO/ETO/MFHTO.

4.4.3.6. Life, Health, and Safety ERRs: A requirement may be submitted solely on being a documented Life, Health and Safety Hazard with a newly signed RAC-1 Code assigned.

4.4.4. Request and Approval Thresholds. Ref DAFI 32-1020, para.2.12 specifies a floor for centralized funding. Projects below this amount or which do not qualify for an exemption are funded out of the installation's decentralized FSRM (dFSRM) distribution using the ExPlan funding process managed by AFIMSC/RM. The amounts below apply to the amount of ERR funding requested. MFHTO requirements should be provided to Overseas Detachments to validate candidate emergent projects. AFCEC will perform a programmatic review and validation of candidate projects and ensure applicable out-of-cycle (OOC) Exceed Threshold approvals IAW AFI32-6000 have been accomplished. Bases are responsible for providing additional information as necessary to support project validation and review.

Table 4-2. ERR Request and Approval Thresholds

ERR Request and Approval Thresholds						
Work Classification	**Less than $300K**		**>$300K to $750K**		**Greater than $750K**	
	Requestor	**Approver**	**Requestor**	**Approver**	**Requestor**	**Approver**
Sustainment (same for demo) EEIC 254.11xx Maintenance	*N/A*	*N/A*	*N/A*	*N/A*	*N/A*	*N/A*
Sustainment (same for demo) EEIC 320.16xx Repair-Life Cycle	*MAJCOM /A4C*	*AFCEC /CF*	*MAJCOM /A4C*	*AFCEC /CF*	*MAJCOM /CD*	AFCEC /CC
Restoration & Modernization EEIC 320.15xx Repair Non-Life Cycle	*MAJCOM /A4C*	*AFCEC /CF*	*MAJCOM /A4C*	*AFCEC /CF*	*MAJCOM /CD*	AFCEC /CC
Natural Infrastructure (Environmental Quality)	*AFCEC /CZAQ*	*AFCEC/ CZAQ Branch Chief*	*AFCEC /CZAQ*	*AFCEC /CZA*	*AFCEC /CZAQ*	AFCEC /CC
Family Housing	*Applicable to AFI32-6000, Table 11.1 IAW policy and statue for GOQ and non-GOQ out-of-cycle Exceed Thresholds and MFHTO funding availability.*					

4.4.4.1. Projects below AFCAMP floor thresholds (which are not exempt): Installations must use their dFSRM funding distribution.

Note: this will displace other planned projects until the next FY, which is the same effect an approved ERR has to the centralized FSRM program. Alternatively, an installation may submit a Critical Unfunded Requirement Request (CURR) request to their AFIMSC Det Resource Manager (RM).

4.4.5. Examples

4.4.5.1. Examples of Approved ERRs

- Investigation and removal of underground storage tank discovered to be leaking to ensure compliance w/state law (critical/unforeseen).
- Restoration after utility system deficiency caused sudden flooding in HQ facility basement (critical/unforeseen).
- Repair of discovered water main break under taxiway causing flooding on flight line and degrading hydrant loop system service (critical/unforeseen).

4.4.5.2. Examples of Invalid ERRs

- Funding to add road pavement to scope of entry control point construction (not critical/unforeseen).
- Funding for new construction (not critical/unforeseen)
- Funding for requirement that fell below current year funding line (not critical/unforeseen).
- Funding for consolidation to support gained efficiencies (not critical/unforeseen)

4.5. Re-Insertion Request (RIR)

4.5.1. Overview: A RIR is any mission critical requirement eligible for centralized funding that was previously approved within the last three AFCAMP cycles and placed on the CTO, with the inherent Authority to Advertise (ATAdv) per the Quadripartite memo (via the AFCAMP or ERR governance) but was involuntarily removed from the CTO program. Involuntarily removed includes, but not limited to, when:

4.5.1.1. An awarded/contracted project is Terminated for Convenience (T4C).
4.5.1.2. An awarded/contracted project is Terminated for Default (T4D).
4.5.1.3. A valid Request for Funds (RFF) or Corrective Action Plan (CAP) is not submitted by 30 Sep.
4.5.1.4. A CAP is disapproved IAW CTO Business Rules (CTO project can only extend beyond 1 FY).
4.5.1.5. A Partially Funded project (SEED only) did not submit a valid RFF for roll over by the end of FY.
4.5.1.6. A Partially Funded project (SEED only) did not submit a valid CAP for carry over by the end of FY.

4.5.2. Disqualifying: A requirement that has been deliberately removed from a CTO by either the installation or MAJCOM (i.e. Offset) will not qualify as an RIR.

4.5.3. Submittal: For an RIR to be considered for funding, the package must be submitted to the AFCAMP Workflow box, afcec.AFCAMP.workflow@us.af.mil. To be a valid candidate project, the RIR must have all required documents and information (shown below), as well as any necessary supporting documents:

4.5.3.1. Required Documents and Information

- Request Memorandum signed by the BCE (or equivalent), indorsed by the host contracting unit commander (or equivalent) AND the Mission Support Group commander (or equivalent).
- Original DD1391
- Revised DD1391 and/or revised cost estimate

4.5.3.2. Template: For Request Memorandum template and detailed submittal instructions reference the AFCAMP SharePoint page.
4.5.3.3. Submittal Process: To submit a RIR for validation/approval, requestors will:

- Justify requirements meet defined RIR criteria on the Request Memorandum.

- Modify the requirement in NexGen IT based on based on guidance provided in DAFI 32-1020, AFI 32-7001, and AFI 32-6000, Chapter 11 as well as the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards in the Data Management Guides Toolbox
- The respective MAJCOM A4C will validate and email required documents to AFCAMP Workflow box, afcec.AFCAMP.workflow@us.af.mil.
- AFCEC/CFPI will validate and coordinate package for approval.

4.5.3.4. Validation: MAJCOM A4C staff provide support to the installation requesting a RIR.
4.5.3.5. Criteria for Consideration: For RIRs to be considered they must meet all the following criteria below or Life, Health, and Safety (LHS) criteria in para 4.4.3.6.

4.5.3.5.1. Mission Critical: The requirement must represent significant mission degradation and/or impact must be imminent if it is not funded as soon as possible.

4.5.3.5.2. Current Cycle Necessity: The requirement must clearly demonstrate why it cannot wait for the next AFCAMP cycle and there are no workarounds or immediate local actions that can mitigate risk.

4.5.3.5.3. Ability to Execute: Demonstrate the ability to execute in the FY in which funds are requested. If the project cannot be executed in the FY, the project should be submitted in the next regular AFCAMP cycle.

4.5.3.6. Built Infrastructure (BI) Requirements (FSRM):

4.5.3.6.1. Validation Documents: Projects submitted as RIRs will be re-vetted using the same validation process as AFCAMP requirements. All validation documents and requirements listed in para 4.5.3. will be required prior to final approval for funding of the RIR.

4.5.3.6.2. Approved FSRM RIRs: An approved RIR requirement will then be inserted into the CTO Checkbook and tracked based on the reported ToT in accordance with FSRM CTO Execution Business Rules.

4.5.4. Request and Approval Thresholds: Since RIR eligible requirements have been Quadripartite approved previously, reauthorization will be delegated. Reauthorization must be approved by AFCEC/CFP, AFCEC/CFT, AFIMSC/FMA, and the respective AFICC Senior Contracting Official.

4.6. Relocatable Facilities (RLF)

4.6.1. Overview: RLFs may be required to support FSRM projects. IAW DAFI 32-1020, para.8.5, AFCEC/CFPO manages the RLF program and holds approval responsibility for use of RLFs to include extending use beyond the initial approved duration. The maximum allowable initial duration of use for an RLF is 7 years. Extensions for use of an RLF beyond 7 years requires SAF/IEE approval. The maximum duration of use for an RLF is 14 years. RLFs are used to satisfy space requirements intended for a short-term requirement (e.g., working, training, storage, recreational, and living), typically less than seven years. RLF approval is a separate process from the AFCAMP (FSRM funding) and DD1391 Project Approval process (permit to do the main repair work).

4.6.2. Submittal Guidance: If RLFs are needed in support of a project or to meet other types of requirements and will be **USAF procured**, a request must be submitted to AFCEC/CFPO on the Relocatable Facilities Tracker. See DAFI 32-1020, para.8.5 for further guidance and submittal requirements. RLFs that are **provided by the contractor as a service (swing space) and are funded within the project** do not require approval through the RLF tracker will be evaluated during AFCAMP validation and approved during project authorization, if included on the CTO. This is for contractor provided RLFs only. (No separate RLF approval request is required.) In either case, the RLFs must be reported on the annual RLF inventory if they are approved and placed in service.

- For contractor provided RLFs internal to a CTO project, the following documentation is required for RLF approval and should be submitted during AFCAMP validation:
  - Engineering Evaluation
  - Detailed Deficiency Data (D3) Sheet

- Siting approval
- AF Form 813

Note: Recommended project submission timing is included in Appendix 9 for reference.

5. Appendices

A.1. Acronyms

Acronym	Phrase
AAFES	Army and Air Force Exchange Service
AEPRR	Annual Energy Performance, Resilience, and Readiness Report
ACF	Area Cost Factor
AF	Air Force
AFCAMP	AF Comprehensive Asset Management Plan
AFCEC	Air Force Civil Engineer Center
AFGIMS	Air Force Geospatial Integration Management System
AFI	Air Force Instruction
AFICC	Air Force Installation Contracting Center
AFIMSC	Air Force Installation and Mission Support Center
AFVAT	Air Force Vulnerability Assessment Team
AMP	Activity Management Plan
APE	Airfield Pavement Evaluation
AQ-NM	Acquisition New Mission
ATAdv	Authority to Advertise
ATFP	Anti-Terrorism Force Protection
BCI	Building Condition Index
BI	Built Infrastructure
BLCC	Building Life Cycle Cost
CAMP	Comprehensive Asset Management Plan
CAP	Corrective Action Plan
CATCODE	Category Code
CCMD	Combatant Command
CE	Civil Engineer
CEIP	Cost Estimating Improvement Program
CFT	Cross Functional Team
CI	Condition Index
CONUS	Continental United States
CPI	Continuous Process Improvement
CPP	Comprehensive Planning Platform
CRM	Comment Resolution Matrix
CTO	Construction Tasking Order
CTS	Construction & Training Squadron

Acronym	Phrase
CURR	Critical Unfunded Requirement Request
DB	Design-Build
DBB	Design-Bid-Build
DMP	Dorm Master Plan
DoD	Department of Defense
DoDI	DoD Instruction
DTM	Directive-Type Memorandum
EEIC	Element of Expense Investment Code
EMS	Environmental Management System
EPRM	Enterprise Protection Risk Management
EQ	Environmental Quality
ERR	Emergent Requirement Request
ET	Exceed Threshold
ETO	Environmental Task Order
FHMP	Family Housing Master Plan
FHWA	Federal Highway Administration
FSD	Fire Safety Deficiency
FSOP	Facility Space Optimization Plan
FSOW	Facility Space Optimization Worksheet
FSRM	Facility Sustainment Repair & Maintenance
FY	Fiscal Year
GIO	GeoBase Integration Office
GIS	Geographic Information System
GOQ	General Officer Quarters
HAF	Headquarters Air Force (Air Staff plus SAF)
HCP	Housing Community Profile
HVAC	Heating, Ventilating, and Air Conditioning
I2S	Infrastructure Investment Strategy
IACP	Installation Access Control Points
IGE	Independent Government Estimate
IPL	Integrated Priority List
ITO	Integrated Task Order
JSIVA	Joint Service Integrated Vulnerability Assessment
LHS	Life, Health, and Safety
M&EA	Mission & Energy Assurance
MAJCOM	Major Command

Acronym	Phrase
MDI	Mission Dependency Index
MFH	Military Family Housing
MFHTO	MFH Task Order
MILCON	Military Construction
MOA	Memorandum of Agreement
NAF	Non-Appropriated Funds
NEPA	National Environmental Policy Act
NI	Natural Infrastructure
NOV	Notice of Violation
NRG	Energy
NSIP	NATO Security Investment Program
OAC	Organizational Activity Code (Funding Source)
O&M	Operation & Maintenance
PA	Programmed Amount
PACES	Parametric Cost Engineering System
PB	Presidential Budget
PCI	Pavement Condition Index
PCR	Planning Charrette Report
PEC	Program Element Code
PM	Project Manager
POC	Point of Contact
POR/SCP	Program of Record/Service Cost Position
PoF	Probability of Failure
POL	Petroleum, Oil, & Lubricants
PPBE	Planning, Programming, Budget, and Execution
PRV	Plant Replacement Value
PTO	Planning Task Order
R&M	Restoration and Modernization
RAC	Risk Assessment Code
RED HORSE	Rapid Engineers Deployable Heavy Operational Repair Squadron Engineer
RFP	Request for Proposal
RH	RED HORSE
RLF	Relocatable Facility
RM	Resource Manager
ROI	Return on Investment
RPA	Real Property Asset

Acronym	Phrase
RPAD	Real Property Assessment Database
RPMC	Real Property Maintenance by Contract
RPUID	Real Property Unique Identifier
SAF	Secretary of the Air Force
SAR	Selected Acquisition Report
SAoA	Simplified Analysis of Alternatives
SCI	System Condition Index
SDP	Scope Development Process
SDSFIE	Spatial Data Standards for Facilities, Infrastructure, and Environment
SF	Square Foot
SFS	Security Forces Squadron
SIOH	Supervision, Inspection, & Overhead
SIR	Savings to Investment Ratio
SIP	Strategic Improvement Plan
SME	Subject Matter Expert
SMS	Sustainment Management System (Builder, Paver, etc.)
SRM	Sustainment, Restoration and Modernization
TNAP	Transportation Network and Airfield Pavements
ToT	Time on Target
TTP	Troop Training Project
TTPTO	Troop Training Program Tasking Order
UFC	Unified Facilities Criteria
UMC	Unspecified Minor Construction
UMMC	Unspecified Minor Military Construction
USACE	US Army Corps of Engineers
USSF	US Space Force
USSFTO	US Space Force Tasking Order
VC	Vector Check

A.2. Points of Contact

A.2.1. General Contacts by Focus Section: This will be maintained in the AFCAMP Training & References Section page.

A.2.2. Facilities AMP: See the Facilities AMP Workspace Site for the most up-to-date version: https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=Facilities%20AMP%20%28COAF%29

A.2.3. Transportation, Network, Airfield Pavements (TNAP) AMP: See the TNAP AMP Workspace Site for the most up-to-date version: https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=TNAP%20AMP%20(COAT)

A.2.4. Utilities AMP: See the Utilities AMP Workspace Site for the most up-to-date version**:** https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=Utilities%20AMP%20(COAU)

A.3. Asset Management and Program Guidance

A.3.1. Facilities AMP Guidance

A.3.1.1. Facility Assessments. In order to compete for centralized funding through the AFCAMP, all 7 key systems within a facility submitted for FY27 funding must be assessed in SMS BUILDER, not just the items included in the scope of work. Ensure ALL components included in the scope of the facilities work (which should be consistent with the project description, title, etc.), if present, are inventoried and assessed in SMS BUILDER. Data must be no more than 5 years old (i.e., assessed on or after 31 July 2021). If all key systems are not assessed, the project will be ineligible for funding.

A.3.1.1.2. SMS BUILDER **Condition Assessments**. Although projects are no longer scored, SMS data will continue to be used when validating projects for Asset Management. Refer to the SMS Playbook supplemental Facilities Standardized Infrastructure Assessment Criteria manuals for guidance on how to perform SMS BUILDER Condition Assessments.

A.3.1.1.3. SMS Data at Non-AF installations (Joint Base, tenant, etc.): Contact the SMS BUILDER Program Manager (PM) at AFCEC/COAF for further guidance.

A.3.1.2. Constraints and Section Specific Guidance

A.3.1.2.1. Dorms. Dorm project scope must be in line with the guidance in the installation's Dorm Master Plan (DMP) recommendations to improve, sustain, divest, or replace. Dormitories must be renovated in their existing configuration according to DAFI 32-6000, para 11.21.2, unless an Exception to Policy is granted by AF/A4C. Common examples of reconfiguration include adding private baths, kitchenettes, etc., which do not currently exist.

A.3.1.2.2. Lodging Facilities. In Directive-Type Memorandum (DTM) 18-007, issued 21 Nov 2018, the DoD directed the military services to discontinue APF support to Lodging operations and convert to a 100% Non-Appropriated Funds (NAF) operation by 1 Oct 2019. Thus, work to lodging facilities is not eligible for AFCAMP consideration. These projects must be funded with NAF. Contact AF Services Center (AFSVC) for further details about funding Lodging Facilities with NAF funding. Projects submitted to the AFCAMP IPL with a NAF/associated building Category Code (CATCODE) will be flagged. Documentation showing approved NAF to Appropriated Funds (APF) conversion or proof that the facility was originally constructed with APF will be required before the project can proceed in the AFCAMP.

A.3.1.2.3. Hangar Fire Suppression Systems (FSS): Program projects to meet the requirements of the SAF/IE Foam Fire Suppression Sundown Policy Ch 2 Appendix 3, and 3 Jun 2019 AF/A4 memo where applicable. The AFCEC/COAF Sub-AMP manager will consult with the AFCEC/COSM Fire Protection Subject Matter Expert (SME) to validate scope and cost are in accordance with the 2014 AF-wide hangar study for the facility, where applicable. After the CTO is released for design, designs must be submitted for AFCEC/COSM review on the Fire Protection Engineering Technical Design Review Tool. Overhead AFFF/Sprinkler systems will be converted to water only under the FY24 centralized AFFF removal contract. Existing water only sprinkler systems are assumed to meet the Sundown Policy. Centralized funding will not be provided for required repairs not related to the Sundown policy. The Sundown Policy and AFFF removal contract status is available at: Fire Protection Engineering (dps.mil)

A.3.1.3. See the Facilities AMP Workspace relevant information and most current contacts list: https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=Facilities%20AMP%20%28COAF%29.

A.3.2. TNAP AMP Guidance

A.3.2.1. Overview: The scope of projects submitted shall align with the recommendations in the latest pavements inspection reports. Deviations require prior coordination during the scoping development phase. When validating AFCAMP projects during the Planning Vector Check, Scope Vector Check, and IPL Validation processes, the Enterprise Reviewers will apply asset management principles. Of particular concern are condition and the lifecycle cost of the asset. Information that will be reviewed during those phases of validation will include the following by Asset Class/Sub-AMP.

A.3.2.2. Pavements

A.3.2.2.1. The Pavement Condition Index (PCI) is a key criterion for both identifying requirements and developing the scope of the requirement. The PCI can be found in the base's most recent AFCEC PCI Survey Report or AFCEC APE report (whichever is more recent) at the time (year) when the PCI survey assessment was performed. If the pavement section(s) is/are not included in the report, the base may perform a cursory PCI Survey using the process outlined in TSPWG 3-270-08.14-3 to assist in developing the requirement.

A.3.2.2.2. The PCI Survey and APE Reports also provide a recommended scope of repair. If the installation proposes a different scope of repair than the PCI/APE recommendations, justification in the CPP Planning Action process is necessary. More current evaluation data (to include additional geotechnical investigation), resolution of non-condition issues (example: airfield waivers), or work that is not part of the PCI/APE review (EX: utilities issues) can all be reasons that a different scope is justified. That explanation and supporting data will be required for review during the Planning Action Vector Check and/or IPL Validation processes.

A.3.2.2.3. During the Planning Vector Check, Scope Vector Check, and/or the Planning Charrette the PCI/APE Report recommendation must be one of the alternatives analyzed.

A.3.2.3. Railroads – eSMS RAILER hosts condition data on railroads and will be referenced during validation. The United States Army Engineer Research Development Center (ERDC) inspects all installations with active rail and provides a report that will be used to validate projects submitted in the AFCAMP. ERDC Inspections are located on the AF Railway Database, which is located on the CE DASH site, under the Rail Inspection Tracker Navigation tab.

A.3.2.4. Bridges – The Federal Highway Administration (FHWA) inspects all reportable bridges and provides a report that will be used to validate projects submitted in the AFCAMP. The FHWA Inspections are located on the AF Bridge Database, which is located on the CE DASH site, under the Resources tab of the "Bridges Sub Activity Management Plan (Sub-AMP)" page. Branch ID is listed in the column titled "8_State_Str_Number".

A.3.2.5. Installation Access Control Points (IACPs) – These are also often referred to as Entry Control Points (ECPs). Base POCs should work with base Security Forces Squadron (SFS) personnel to identify requirements to address vulnerabilities (classified) affecting Life, Health and Safety as well as ensuring active barriers are reported on the IACP Tracker tool SharePoint site as required by AFI 32-1001. The information on that site will be used during the validation process.

A.3.2.6. Aircraft Arresting Systems, Barriers, Barricades and Ports - SMS BUILDER Data is available for these assets and will be used as a basis to evaluate the scope of projects on these systems.

A.3.2.7. See the TNAP AMP Workspace relevant information and most current contacts list: https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=TNAP%20AMP%20(COAT)

A.3.3. Utilities AMP Guidance

A.3.3.1. Required Coordination. Advance planning is highly encouraged along with consultation with the AF AMP or Sub-AMP Managers to validate COAs, COA selection, project scope and timing prior to project documentation submission. Refer to Appendix 2 for a link to the points of contact within the Utilities AMP.

A.3.3.2. Utility Condition Data. Utility system condition assessment data will be stored in the installation's geospatial database which is managed by the Installation Geospatial Information and Services Geospatial Information Officer (GIO) and compliant with the Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) data model/structure. Operations Flight personnel will notify the installation GIO of utility condition updates monthly to ensure accurate and current condition information exists in the installation geodatabase.

A.3.3.2.1. Utility Condition Data Standard. All installations still using releases of SDSFIE prior to the 4.0.3 standard must complete the crosswalk and migration to the SDSFIE 4.0.3 Gold standard. Utilities that are being reviewed for funding consideration must be updated in the Geographic Information System (GIS), properly attributed, segmented, and assessed based on the latest linear segmentation guidance held within the SMS playbook. Contact the USAF Utilities GIS Manager if you require more assistance creating the GIS requirement.

A.3.3.2.2. Utility Data Standard Guidance. Information on the current Air Force SDSFIE standards and adaptations is located at the GeoBase Geohub. The GeoHub is the source for training and education materials on cross walking utilities data to the 4.0.3 schema.

A.3.3.3. Petroleum, Oil, & Lubricants (POL) and Real Property Fuel Storage Tank Assets. In situations where the installation has a centrally funded POL requirement (not DLA funded), or a fuel tank asset requirement not integral to a generator, provide a detailed description and justification in the appropriate sections of NexGen IT and communicate the need to the Fuels Sub-AMP Manager.

A.3.3.4. Electrical and Airfield Lighting Distribution.

A.3.3.4.1. Overhead to Underground Projects. When performing a project to convert overhead systems to underground systems, these below three (3) Courses of Action (COA) with cost estimates shall be analyzed in the CPP Scope Vector Check or in the SAoA:

- **COA 1:** Replace overhead with overhead lines and new poles and poles mounted equipment.
- **COA 2:** Replace overhead lines with new overhead lines and poles; transformers to be pad mounted.
- **COA 3:** Replace overhead system with underground system.

A.3.3.4.2. System One-Line Diagram. Bases are required to submit a system one-line diagram as a validation document. System one-line diagram should show the commercial source of power, all feeder circuits to include substation(s) and switching points on the system.

A.3.3.4.3. Facilities List. Provide a list of facilities with MDI of each building served by the circuit(s) affected by the proposed project.

A.3.3.4.4. Pole Type. The default standard for overhead distribution projects is wood poles. Bases desiring to use metal or concrete poles must analyze two alternatives, with one COA being wood poles and one COA being steel or concrete poles. Cost estimates are required for each COA. The CPP Planning Action Process, if used, will replace the SAoA requirement.

A.3.3.4.5. Conductor Type. The default standard is aluminum conductors for both overhead and underground distribution systems. Bases desiring to use copper conductors must provide a cost estimate for both aluminum and copper conductors and provide economic justification for the use of copper conductors.

A.3.3.5. Generators. Generators serving a single facility shall be submitted under the FACILITIES AMP. Generators serving multiple facilities shall be submitted under the UTILITIES AMP. Normally, a UTILITIES generator will be a medium voltage generator (>1000V).

A.3.3.5.1. Generator Authorization. IAW Unified Facilities Criteria (UFC) 3-540-01, para 2-5.3.1, once the project reaches 65% design stage, submit a generator design approval request to AFCEC/COSM. The request must be approved by AFCEC/COSM prior to issuance of funds to award the project.

A.3.3.6. Thermal Systems (Natural Gas, Steam, Hot Water, and Chilled Water Systems). The Thermal Systems Sub-AMP encompasses all Air Force owned facilities that are providing transmission, monitoring, and maintenance support to the distribution system. This includes all AF owned non-electric energy transmission systems (natural gas, hot water, steam, chilled water) within the base boundary up to the five-foot line of the structures.

A.3.3.6.1. Thermal System Studies. A thermal study is not required for all projects but is a supporting document where applicable. If applicable, provide a copy of a supporting utility study. If none is available and the project necessitates a thermal study, request funding for study of the affected area in need through your funds manager on the ExPlan. dFSRM funding may be used.

A.3.3.7. Wastewater and Storm-water Systems. Wastewater and Storm-water System Studies. Provide a copy of supporting utility studies (such as Inflow and Infiltration, Demand, or Video Survey Studies), to validate proposed project requirement. Studies should be current, updated within the last 5 years. For future out-year requirements (3+) years without an available study, plan and request funding for a study of the affected area of need in the ExPlan (These are not paid with CTO funds). dFSRM funding may be used. A completed study is required prior to follow on Charrette Report for the next FY.

Note: For projects requiring mitigation due to environmental or permit violations, submit this in accordance with Para.3.2, "SRM Requirements with an EQ Driver". Provide a copy of any correspondence with the representative Environmental Agency, which may include a Notice of Violation (NOV) or environmental permit violations that were obtained within the last three (3) years of the asset or assets included in the project scope. Upload a copy of the NOV or permit documentation. Include a brief description of the violation on the DD 1391.

A.3.3.8. Water Systems. For projects submitted as "SRM Requirements with an EQ Driver" IAW para 3.2, provide a copy of any NOV or environmental permit violations that were obtained within the last three years of the asset or assets included in the project scope. Upload a copy of the NOV or permit documentation. Include a brief description of the violation on the DD 1391.

A.3.3.8.1. Water System Studies. For EEIC-type 320.15xx & 320.13xx, provide a copy of supporting utility studies, such as demand & hydraulic model studies for example, to validate proposed project requirement. If none is available, request funding for a study of the affected area in need in the ExPlan (These are not paid with CTO funds). dFSRM funding may be used. A completed study is required prior to follow on Charrette Report for the next Fiscal Year. For EEIC-type 320.16xx, provide outage/breaks data (NexGen IT reports) to prove condition or reasons to repair distribution system.

A.3.3.9. Water Control Structures - WCS (Dams, dikes, and levees).

A.3.3.9.1. FEMA Reportable Dams. For projects involving major renovations noted from a safety inspection, include report's executive summary of findings that demonstrate need. If the safety report noted a change in downstream hazard potential, provide excerpt of report noting this change (serves as justification for prioritization of project).

A.3.3.9.2. For FEMA-reportable dam demolition, change of hazard potential, and/or any major repair or maintenance of any WCS, include a downstream assessment document that demonstrates no risks over outfall or drainage channels for communities affected by this project.

A3.3.9.3. Refer to the "Water/Dams Sub-AMP" CE DASH workspace for additional information, https://usaf.dps.mil/teams/CEDASH/SitePages/Service%20Page.aspx?Service=Water%20and%20Wastewater

A.3.3.10. See the Utilities AMP Workspace for relevant information and most current contacts list: https://usaf.dps.mil/teams/CEDASH/SitePages/Topic%20Page.aspx?Topic=Utilities%20AMP%20(COAU)

A.3.4. Mission & Energy Assurance (M&EA) Guidance

A.3.4.1. Overview

A.3.4.1.1. The DAF is pursuing resilient, reliable, and diverse energy solutions and optimizing the energy demand of its processes, systems, and structures. By developing a robust, resilient, and ready energy posture, the DAF will better equip its warfighters; expand its operational effectiveness in air, space, and cyberspace; and provide mission assurance through energy assurance.

A.3.4.1.2. The Mission & Energy Assurance activity targets strategic investments for energy resiliency and identifies existing and emerging energy issues, innovations, and technologies affecting the DAF. Energy Assurance applies to power, water, wastewater, and other CE managed infrastructure systems, networks, devices, and commodities that are critical for mission assurance.

A.3.4.1.3. This section provides guidance for determining AFCAMP built infrastructure investment priorities directly contributing to improving resiliency, optimizing demand, and/or assuring supply. Accomplishing these goals and objectives requires investments be weighed carefully against all initial and recurring costs and comprehensive requirement development for achieving the optimal course of action. This strategy will allow energy initiatives to be evaluated and appropriately funded in alignment with DAF goals to maximize the use of resources.

A.3.4.1.4. Mission Assurance Critical Asset Risk Management Requirements. This includes projects that are approved risk response actions to high and significant risks to Task Critical Assets as defined in DAFI 10-2402 and Department of Defense Instruction (DoDI) 3020.45. These projects are eligible to compete for AFCAMP funding.

A.3.4.1.5. Project Prioritization: M&EA projects will be prioritized like all other projects using the MAJCOM priority. See para 3.4 above.

A.3.4.2. M&EA AMP Process. Installations will work with the M&EA AMP Manager to define and document all energy assurance requirements. Those requirements will then be validated, prioritized, and executed accordingly.

A.3.4.4.1. Additionally, there are numerous other execution tools which can be used for energy assurance and would flow through the OEA energy storefront for a “tool” recommendation. Questions and clarifications can be directed to the Energy Resilience SME, the OEA storefront or the Energy AMP Manager. The link to key contacts is listed in Appendix 2.

Note: Installations should refer to their respective Installation Energy Plan for specific criteria. For installations that do not have an Installation Energy Plan, AFPD 90-17 should be used as a baseline standard.

A.4. Requirements Development and Planning Action Process

A.4.1. Planning Action Process:

A.4.1.1. Overview

A.4.1.1.1. The Planning Action Process begins by creating a planning action on the CPP which defines the problem statement, validates the requirement, and explores options to solve the problem statement. This step meets three objectives:

A.4.1.1.2. First, it allows the planners and engineers to deliberately explore options the customer may not have considered or known were a possible solution.

A.4.1.1.3. Second, it documents the alternatives considered and supports requirements in the Environmental Analysis and Economic Analysis processes if those activities are required later in the Requirement Development Process.

A.4.1.1.4. Third, it ensures requirements are aligned with the Installation Development Plan (IDP) and identifies potential constraint mitigation actions which may have cost or coordination impacts on the project early in the decision-making process.

A.4.1.2. Instructions: The Planning Action will be documented in the CPP for projects seeking centralized funding exceeding the thresholds in Appendix 6.2. The steps to complete the Planning Action are detailed in the CPP Planning Actions Playbook located on the CPP (go to the Training section of the left-hand menu and then "CPP User Guides" to expand the menu).

A.4.1.3. Planning Alternatives: Provide four different and distinct planning alternatives, to include the status quo alternative for analysis. Examples are Repair, MILCON, Partnership, Lease, Demo/Consolidate, Status Quo, etc. State if an alternative is not feasible and explain why in the alternative's Assessment Cons section. Do not add scope alternatives on the PVC alternatives page. Specific AMP recommendations for building planning alternatives are provided in the CPP Planning Actions Playbook on the CPP.

A.4.1.4. Estimates: Enter the cost estimate for each alternative in the planning alternatives page. The cost entered shall be based upon a Square Foot/Square Meter Estimate (Class 5; 70% to 150%) (aka Guidance Unit Costs; GUC). Development of this estimate will be based on at least 2% project definition. Cost estimates shall be consistent with unit prices published in UFC 3-701-01, DoD Facilities Pricing Guide (current edition).

A.4.1.5. Planning Vector Check (PVC) Required Documentation. The following documents are required prior to submitting a Planning Action to the enterprise for a Planning Vector Check:

- For the preferred alternative, provide a site map showing the location of the facility in the appropriate field on the Planning Analysis Wizard (Facilities Board field in Question V). Additionally, if Facilities Board approval is required, the approval date or anticipated Facilities Board date where the project will be discussed, should be included in Question V. Annotate which District the facility is located, in the "Response" field.
- Provide documentation explaining the cost estimate for each alternative in the "Basis of Estimate" field on the Planning Alternatives page. The document can be a Class 5 estimate calculation, or any document explaining the cost considerations. At a minimum, estimate must include cost per square foot/square meter estimate. The estimate total must match the ROM cost entered for the alternative in the planning alternatives page.
- Provide other documentation to support Requirement Planning in the Supporting Images/Documents field on the Planning Actions Details page.
    - Potential Examples: Customer Authorization Worksheet, Utility Capacity Study, Strategic Basing Decision, support agreements (ISSAs/Host Nation Agreements), etc.

A.4.1.6. Submission Deadline: All projects seeking Charrette Report funding must have a completed Planning Action through the PVC stage no later than the date in Table 2-1 for projects seeking FY27 Planning Tasking Order funding. It is recommended to submit the Planning Action for Vector Check well in advance

(several months) to meet deadlines. Requirements not submitted to Vector Check by the deadline will be deferred.

A.4.1.7. Planning Vector Check Priorities for Enterprise Review.

- PVC reviews are prioritized by the FY of the preferred alternative, so reviewers will focus on projects seeking FY+3/4 execution funding. For example, in the current review cycle (31 May – 31 Aug 2025 for the FY27-31 AFCAMP), the reviewers' top Vector Check priority will be projects targeted for FY27 PTO funding for future FY28 or FY29 execution. These projects should be those which have been published in the final IPL of the FY26-30 Construction Tasking Order and have funding anticipated for execution in FY28 or FY29. New requirements should have a push by the MAJCOM that they will prioritize high enough within their allotted number of priorities to make the CTO for execution in FY28 or FY29. After the review cycle, reviewers can work out-year PVC requirements as they are able to in preparation for the next review cycle.

A.4.2. Scope Vector Check (SVC)

A.4.2.1. Must be completed in the CPP for all projects seeking centralized funding which exceed the thresholds in Appendix 6.2. The steps to complete the SVC are detailed in the CPP Planning Actions Playbook located on the CPP (go to the Training section of the left-hand menu and then "CPP User Guides" to expand the menu).

A.4.2.2. Scope Alternatives. Provide two different execution alternatives. Scope alternatives should be the same execution method/type but further define the planning alternative from the PVC, breaking the execution method down into Simple, Moderate, and Complex alternatives. A minimum of two scope alternatives must be analyzed. State if an alternative is not feasible and explain why in the alternative's Assessment Cons section. Specific AMP recommendations for building scope alternatives are provided in the CPP Planning Actions Playbook on the CPP.

A.4.2.3. Estimates. Enter the cost estimate for each alternative in the scope alternatives page. The cost entered shall be based upon a Parametric Estimate (Class 4; 80% to 130%) (aka Guidance Unit Costs; GUC). Development of this estimate will be based on at least 2% project definition. Cost estimates shall be consistent with unit prices published in UFC 3-701-01, DoD Facilities Pricing Guide (current edition).

A.4.2.4. Scope Vector Check (SVC) Required Documentation.

- Class 4 Parametric estimate for preferred scope alternative shall be uploaded under the Basis of Estimate section in the scope alternatives page. Per DAFI 32-2020, para 2.9.1, cost estimates must be developed using Paces, MII (Army System), or other method approved by AFCEC/COS. The estimate total must match the cost entered for the alternative in the scoping alternatives page.
- Approved Facility Board supporting document (minutes, slides, etc.) shall be uploaded under supporting documents in the Scope Analysis Wizard.
- Any other documentation that supports the Scope Alternative (completed charrette report, 35% design, etc.) shall be uploaded under supporting documents in the Scope Analysis Wizard.

A.4.2.5. Submission Deadline. Installations are highly encouraged to submit Vector Checks (PVC and SVC) well in advance of the submission deadline. All projects seeking FY27 design or execution funding must have a submitted and approved SVC no later than the date in Table 2-1. Requirements not submitted to vector check by the deadline will be deferred to FY28. The installation must submit the PVC well in advance (several months) of the SVC submittal deadline. If an installation submits a PVC at the deadline, and the project is competing for FY27 design or execution funds, the SVC Enterprise review will be delayed which will cause the project to be deferred to FY28.

A.4.2.6. Scope Vector Check Priorities for Enterprise Review: SVC reviews are prioritized by the FY of the preferred alternative, so reviewers will focus on projects seeking FY+2 execution funding. For example, in the current review cycle (31 May – 31 Aug 2025 for the FY27-31 AFCAMP), the reviewers' top Vector Check priority will be projects targeted for FY27 execution funding.

A.4.2.7. Milestone Decision Authority (MDA). In the event of a deadlock during the Planning Action Process, AFCEC/CFTR will work with installations, MAJCOMs and Enterprise reviewers to assemble key project details and concerns of all parties. All relevant information will be routed to AFCEC/CF (O-6) to adjudicate and end deadlock.

A.5. NexGen IT Data Entry and Management Requirements

A.5.1 NexGen IT Database Entry (Mandatory for all Projects): Enter all mandatory data fields into the database of record (NexGen IT) in accordance with applicable database management guides (see the General CAMP Toolbox).

A.5.1.1. Project Title Field: Refer to the "AF/A4CF FSRM Business rules for DD1391 preparation", para.4 for project naming standards.

<Descriptive verb><facility name/descriptor><facility number><phase>

If the project is associated with beddown, include a reference to the weapon system in the <facility name/descriptor> field.

A.5.1.2. Project Numbering: ALL project numbering must follow the "AF/A4CF FSRM Business rules for DD1391 preparation", para.7 for project numbering standards:

<4-digit GEOLOC><2-digit FY indicator><4-digit generated number><applicable suffix>

The AF/A4CF DD1391 Preparation Business Rules para 7 states this numbering standard is required for consistency across all project programming platforms (NexGen IT, etc.) and required for compliance with non-Civil Engineering databases.

A.5.1.2.1. Project Requirements: For all projects, (Opportunities and Capital Projects), project number must be entered in the legacy project number field. This number will also become the AF project number. Projects without this number will not be pulled into the IPL or be available on the validation SharePoint site to load required documentation.

A.5.1.2.2. Charrettes: Shall be loaded into NexGen IT as separate Project/Opportunity numbers. The legacy project number in NexGen IT shall use the main project number but add "CR" as the two-letter suffix. This also identifies these projects as eligible for consideration into the Planning Tasking Order.

A.5.1.3. Description & Justification Fields: In NexGen IT, enter a detailed project description and justification to describe the scope of work and why it is required. Detailed descriptions are especially critical for projects under the thresholds in Appendix 6.2. Project descriptions must be at the component level to understand the work being performed and conform to the "AF/A4CF FSRM Business rules for DD1391 preparation", para.10. Justifications must contain a sufficient level of fact-based detail to be deemed valid by the respective validation team member.

A.5.1.4. Installation Priority: As described in para 3.4, an installation priority is a required AFCAMP value and should be entered as a whole number. Blank values or values of 0 or 999 will not pull into the IPL to compete for AFCAMP funding. A value of 700 should be used if the tenant's parent MAJCOM differs from the host installation's MAJCOM. A value of 800 should be used for basing actions (beddowns).

- **NexGen IT Input:** Enter as the base priority in the priority tab.

A.5.2. Other Values Required for IPL Development: Enter the following values as needed. See para 3.2.3.2.1 of the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards for further guidance.

A.5.2.1. Energy Savings and Third Party Funded (3PF) Projects: Enter SIR values for savings projects. The value will be a number greater than zero, rounded to the nearest 0.01.

- Energy savings projects with an SIR value of 1.0 or greater will automatically compete as a savings project. Third Party Funded projects will be prioritized by the MAJCOMs. An SIR value will be required data field for advocacy. All Third Party Funded (3PF) projects must enter the AFCAMP floor exemption to be identified as a 3PF project.
- **NexGen IT Input:** Enter the SIR value under scoring factor 4. Under interest item 4, enter either "Energy Savings" or "Third Party" as applicable.

A.5.2.2. Design Funding – If design funding is required for a project, both the design FY and amount of design funds requested must be entered for the requirement to be placed in the IPL. Projects with a design FY less than 2027 will not pull into the IPL as it's assumed that design was funded in a prior FY. Projects with a correct design FY, but a blank or $0 amount will also not pull into the IPL, as it's assumed that no funding will be required.

Note: Projects with design FY and execution FY in same FY will require verification that both can be successfully awarded and executed in same FY.

- **NexGen IT Input – Opportunity:** Enter the design FY (i.e., 2027) in the 'Design Fiscal Year' field, which is located on the general tab at the top in the general section. Enter the estimated cost on the general tab in the cost section in the 'Unfunded Amount' field. This is necessary to ensure Real Property Unique Identifier (RPUID) Cost Breakdown includes all project related costs.
- **NexGen IT Input – Capital Project:** Use the following data entry guidance when an Unfunded Design or Design Refresh is seeking CTO funding authority:
    - Enter the design FY (i.e., 2027) in the 'Design Fiscal Year' field, which is located on the general tab in the Details section.
    - Add a Funding Document.
        - Add prefix 'DSN' or 'DSN Refresh' to document name.
        - Add Budget FY for the FY funding is requested (should match Design FY inputted in Details Section).
        - Update basic information in accordance with the Funding Document Section guidance.
    - Add or Update the Design cost % in the RPUID Cost Break Down Line Item and adjust remaining RPIUID cost percent values to equal 100%.

A.5.2.3. Consolidation/Demo Projects: See para 3.3.5.2 for further details on prioritization.

- Begin the project title with "CNSLD/DEMO."
- The PEC should be EEIC 320.15 or 320.13xx, but must not be xxx93.
- If competing on the basis of MAJCOM priority, the installation priority number must be entered. If competing in the enterprise priority allocation, this field must be left blank. (in the priority tab of NexGen IT).

A.5.2.4. Military Family Housing (MFH) Projects: See para 4.1.5.2. for further details on prioritization.

- **Data Entry.** Use the following data entry guidance for all MFH Projects:
    - Project Description: Include the name of the neighborhood(s) involved with the project.
    - Justification: Projects aligning to FHMP & HCP requirements in both scope and cost need to provide a FHMP & HCP reference in project justification field. Projects not aligning to FHMP & HCP need to provide a clear and convincing argument for why this project should be funded above planned requirements and will require Housing Enterprise Manager approval. Projects citing life, safety, & health justification should reference triggering agency, inspection, or regulatory requirement.
    - Project Type Code: MFH
    - Funding Source Code: MFB/MFH
    - PEC: 88746F
    - Time on Target (TOT): 4th quarter TOTs are not allowed except with Housing Enterprise Manager approval. Late award projects should be included in the following FY IPL submission whenever possible.
    - Contracting support (e.g., US Army Corps of engineers (USACE), AFCEC, AFICA, installation) to be included with submission.
    - Programing review

A.5.2.5. Proposed Agent and Method of Execution: Select the proposed values from the drop-down lists in NexGen IT.

- **For NexGen IT,** see the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards:
- See para 3.2.3.1.3 and 5.2.1.2.4 of the guides for guidance to enter the design/construction agent and the design agent and construction agent respectively.
- See para 5.2.1.2.4 of the guides to input the contracting method and project execution strategy.
- For Troop Training Projects, begin the project description field with "TTP".

A.5.2.6. Planning Action Number: For projects which require the planning action process in Appendix 6.2., (typically PA > $5M):

- **NexGen IT Input:** Enter the four-digit planning action number under scoring factor 6. Enter "Planning Action Number" under interest item 6.

A.5.2.7. AFCAMP Floor Exemptions: The available exemptions and their corresponding exemption number are as provided in DAFI 32-1020, para 2.12.4, and as listed below. Input values are required to identify these projects, and distinguish which exemptions they fall under, to validate their qualification for AFCAMP funding.

- **NexGen IT Input:** Enter the exemption number under scoring factor 7. Enter "Floor Exemption" under interest item 7.

A.5.2.7.1. Exemption 1: Energy Savings Projects
Also see Appendix.5.1.5.4 above for inputting SIR values.

- **NexGen IT Input:**
  - On the General Tab, select "FSRM Centrally Funded" for the Funding Source field, "NRG CNS Energy Conservation" for the Funding Sub-Source field and "Energy" for the Opportunity Type
  - On the Energy tab, in the Estimated Savings section populate the fields:
  - Estimated Annual MBTUs Saved
  - Estimated Annual Energy Savings
  - On the Energy Tab, in the Opportunity Analysis Results section:
  - Verify the Simple Payback Period (This field is auto calculated based on the data entered).
  - Populate the SIR from the BLCC Report.

A.5.2.7.2. Exemption 2: Troop Training Projects
- **NexGen IT Input:** Enter the appropriate agent in NexGen IT.

A.5.2.7.3. Exemption 3: Third Party Funded Projects - All Third Party Funded (3PF) projects must enter the AFCAMP floor exemption number to be identified as a 3PF project.
- Select the appropriate source of third-party funds in the funding sub-source field.
- Enter the Savings to Investment Ratio calculated using the formula from para.3.3.2. The value must be a number greater than 0, rounded to the nearest 0.01.
- **NexGen IT Input:** Enter the SIR value under scoring factor 4. Enter "Energy" or "Third Party" under interest item 4.

A.5.2.7.4. Exemption 4: Lajes Field real property reduction. As of FY25-29 AFCAMP, Lajes Field Efficiency will no longer be a category exemption.

A.5.2.7.5. Exemption 5: Unaccompanied Housing (Dorms)
- Use the appropriate CATCODE from the AF CATCODE Guide.
- Check to ensure the CATCODE entered is on that list and is not obsolete.
- Use the word "dorm" in the project title.

A.5.2.7.6. Exemption 6: Eligible Beddown Projects in support of Basing Actions
- See para 3.1.6 and 3.4.2.6 for further details. The mission owner will be designated as the requiring MAJCOM.

- **NexGen IT Input:** See the NexGen IT Opportunity Programming and Capital Project Data Management Standards, para 3.2.3.1.3.c and 3.2.3.2.2. Enter the mission owner in the Requiring Command field in the General tab. Enter "800" in the Base Priority field under the Base Priority Section in the Priority tab.

A.5.2.8. EQ Scored Projects: For projects eligible for FSRM funding with EQ driver, EQ scoring is used.

- **NexGen IT Input:** These values are entered in the 'Environmental Base Scoring' section in the 'Priority' tab. There are separate fields provided for each of the 5 scoring values. Use the drop-down in each field to select the value (a whole number 1-5).

A.5.2.9. Utilization Rate (UR): Enter in the UR field of NexGen IT. See Appendix U of the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards. This is required for all projects using NCB#3 scoring. For all other projects, this should be entered if known.

A.5.3. Classified Information: DO NOT enter any classified information in NexGen IT, the Validation Database, or any other unclassified repository of information. If you believe classified information is required to justify or score your project, contact us to arrange the proper channels for sending the information or where the information can be found. Then notify us via unclassified channels that the information has been sent but do NOT include any classified information in the notification. Do not provide any Anti-Terrorism Force Protection (ATFP) vulnerability rating information from an Air Force Vulnerability Assessment Team (AFVAT) or Joint Service Integrated Vulnerability Assessment (JSIVA) report or classified vulnerability database, such as Enterprise Protection Risk Management (EPRM) on any unclassified system. Only, specify the code requirement which must be met.

A.5.4. Controlled Unclassified Information (CUI): Per DoDI 5105.21-v2, 'SCI Administrative Security Manual', Section1, Paragraph 3(a) and 3(b), a facility's identity as a SCIF shall be protected at a minimum of CUI. SCIFs should be referred to using another term. Do not designate the facility as a SCIF on releasable documents such as project titles, bid documents or plan drawings.

A.6. AFCAMP Validation Document Preparation Guidance

A.6.1. Overview.

A.6.1.1. Requirement: All projects seeking design or execution funding, above the thresholds listed below, must complete the Planning Action Process to be considered eligible for FY27 funding. Document submittal deadlines and deadlines for the Planning Action Process are provided in Table 2-1. Projects not meeting these deadlines or incomplete packages will be deferred to the following FY in the IPL.

A.6.1.2. CPP Planning Action Process vs Simplified Analysis of Alternatives (SAoA): A completed Scope Vector Check handoff document and URL link serves as documentation that alternatives have been appropriately reviewed through the Planning Action Process. There are some thresholds below which do not require the Planning Action Vector Check Process. The installation has the option to complete either the Planning Action Process (alternatives and analysis wizards) OR an SAoA to develop and analyze alternatives. See Appendix.4 for further information on the CPP Planning Action Process.

A.6.1.3. Validation SharePoint - Required Documents/Information: Submit required documentation on the FY27-31 AFCAMP Validation SharePoint Site as required below for a project. The site will serve as the platform for installations to submit the required documentation and for the enterprise to review and validate projects. See Appendix .6.4. for further guidance on how to use the site.

A.6.2. Required Documents and Thresholds:

A.6.2.1. Threshold Values: The values below apply to the total umbrella PA of the project and the predominant EEIC. For multiple EEIC projects, the predominant EEIC and total project PA are used. This section does not apply to Standalone Demo projects (PEC = 93) which do not require documentation; see para 3.3.5.1 instead.

A.6.2.2. Documents required to compete for FY27 design funding (for execution in a later FY):

A.6.2.2.1. Completed Scope Vector Check with enterprise concurrence:

- PA > $5M (all work classes).
- A field on the validation site has been provided to share the link to the project's page on the CPP SharePoint page and the planning action number. Also, upload the handoff document generated by the CPP Site.

A.6.2.2.2. IF APPROVED IN PTO, Charrette Statement of Work (SOW) with award document. Not all projects require one; however, if one is required, these documents must be submitted.

- PA > $5M (all work classes).
- PA > $3.6M (predominant EEIC = 320.13xx)

A.6.2.3. Documents required to compete for FY27 execution funding:

A.6.2.3.1. Completed Scope Vector Check with enterprise concurrence:

- PA > $5M (all work classes)

A.6.2.3.2. Class 4 Estimate and, IF COMPLETED, Charrette and/or Current Design Documents (Not all projects will have Charrettes or Design however, if one is required or completed, these documents should be submitted)

- PA > $5M (all work classes).
- PA > $3.6M (if predominant EEIC = 320.13xx).
- A Class 4 estimate of the replacement cost is required if the repair/replace ratio exceeds 70% IAW DAFI 32-1020, para 2.11.

A.6.2.3.3. Draft DD1391

- PA > $5M (all work classes).
- PA > $500K (if predominant EEIC = 320.13xx)
- Energy Savings Projects

- FSRM Projects with EQ scoring

A.6.2.3.4. Simplified Analysis of Alternatives (SAoA)

- Not required if Planning Action Process has been used. Otherwise:
- PA > $500K (if predominant EEIC = 320.13xx)
- FSRM Projects with EQ scoring

A.6.2.3.5. Risk Matrix Requirement:

- PA > $3.6M (if predominant EEIC = 320.13xx).
- Evaluates the risk of exceeding the statutory UMC limit. A template is provided by AFCEC/CFPO on the HHQ Project Authorization Tool and can also be found on the AFCAMP SharePoint Site.

A.6.2.4. Documents required to compete for either design or execution funding: Use the predominant EEIC and entire umbrella PA when applying.

A.6.2.4.1 Enterprise Priority Allotment prioritization documents.

A.6.2.4.1.1. FSRM funded projects with EQ driver: Submit Natural Infrastructure PSW. The PoF and CoF of EQ program requirements (independent of the funding source) will be calculated using the NI Project Scoring Worksheet in the Specialized Toolbox on the AFCAMP Program SharePoint. This scoring worksheet calculates a total score, so neither installation nor MAJCOM priority are required.

A.6.2.4.1.2. Standalone Demo: As described in para.3.3.5.1; these projects do not require documentation but will have a project page on the validation site for AMP and Sub-AMP validation.

A.6.2.4.1.3. Energy Savings Projects: Submit a Building Life Cycle Cost (BLCC) Document under "Savings-Energy (BLCC)" and Energy Savings Calculations Document under "Supplemental Info".

A.6.2.4.1.4. Third Party Funded (3PF) Projects: Submit documentation of commitment of funds by the third party. Advocacy slides will be required only after nomination (for the Third-Party Enterprise priority) by a requiring MAJCOM during governance.

A.6.2.4.2. Facility Space Optimization Worksheet (FSOW): Required for any project with consolidation, conversion or minor construction (predominant EEIC = 320.13xx). The word "consolidates", "CNSLD-DEMO", "convert", "construct" or "add/alter" should be in the project title. A FSOW is not required for non-building assets (i.e., fences) since there is currently no way to calculate an authorization or utilization rate for non-building assets, therefore the FSOW would not provide a meaningful analysis.

A.6.2.4.3. Utilities Map: Required if Asset Management category = Utilities. Provide maps of installation utilities systems derived from official, authoritative geospatial data stored, maintained, and distributed by the Air Force Geospatial Integration Management System (AFGIMS) system. These should highlight or annotate existing lines and components that are being addressed (RPR/RPL). Include outage history for all utilities AMP projects, with a component list of existing lines/assemblages/components being addressed within the project scope.

A.6.2.4.3.1. Guidance: Utilizing official, authoritative geospatial data stored, maintained, and distributed by the AFGIMS system, provide maps (in PDF format and legible at 8 ½" x 11") of the project area with the layers:

- Utilities
- Buildings with MDI shown for each building.
- Streets/Roads (include name)
- Highlighted project utility segments with utility segment numbers. Use segment numbers from the installation's official, authoritative Linear Segmentation data in GIS, where available.

- For a base that has not yet completed the Utility Linear Segmentation effort, use a consistent numbering convention on the geospatial map. The linearly segmented geospatial data shall be SDSFIE-compliant and stored within and available from the AFGIMS system.
- Provide a copy of any supporting utilities study, if available.
- Provide a copy of utility outage log. Utility outage log should indicate date, duration of outage, buildings affected (with building numbers), cause of outage, and maintenance costs associated with outage. For electrical outages, indicate on which feeder circuit(s) the outage occurred.
- Provide a component list of all existing lines, structures and appetences being addressed in the project scope. The list should include ULSIDs where available of follow the consistent numbering convention utilized in the provided 'Utilities Map.

A.6.2.5. Document Adjudication:

A.6.2.5.1. Designated Office: AFCEC/CFPI will manage adjudication of documentation requirements under this chapter and will be responsible to coordinate with other stakeholders as necessary. This includes interpretation of the requirements of this chapter as well as analyzing the validation site for errors/exceptions in logic used for flagging documents as required.

A.6.2.5.2. Documentation: For any exception granted, documentation showing proper coordination has been obtained shall be uploaded on the validation site by the document submittal deadlines. The documentation may be in the form of a PDF of an email from AFCEC/CFPI granting the exception. Thus, prior coordination is required. If you suspect a document should not be required, notify AFCEC/CFPI well in advance of the deadlines to provide time for proper coordination. Documents not submitted by the deadlines and without the proper coordination will be adjudicated as missing and the project will be deferred to FY28.

A.6.3 Detailed Document Requirements

A.6.3.1. Charrette Report: If the scope analysis wizard questions could not be answered to secure an approved scope vector check, a completed Charrette Report is required for all projects seeking execution funding.

A.6.3.1.1. Purpose: The Charrette Report is used to conduct asset management analysis and conduct preliminary engineering needed to develop the requirements of a project to 10% - 15% stage definition. It reduces risk of non-compliance with key design criteria or omission of key user requirements, and the resulting gaps in scope and budget. The charrette also further refines the cost estimate and drafts the programming documents (DD1391 package). The level of definition from a Charrette Report contains all the information required to develop a Request for Proposal (RFP) for a Design-Build project or proceed to the full design phase in a Design-Bid-Build project. The Statement of Work (SOW) will refer to the charrette as containing all information on what needs to be designed. Once a charrette is completed and accepted by all stakeholders and interested parties, this is the point where a project is ready to proceed with design. Designs will not be funded until this point is reached.

A.6.3.1.2. Timing: Once the Planning Vector Check is complete in the **CPP**, begin preparing the Charrette Report and start the Scope Development Process (SDP). Reference the planning appendix for the planning action process sequence. The Scope Vector Check (SVC) should be complete before design starts.

A.6.3.1.2.1. Projects at 35% or Greater in Design: If the project is currently in design, a 35% design or more detailed, along with accompanying design analysis, may be submitted in lieu of a Charrette Report. The latest design and supporting estimate are the preferred documents to be submitted as it provides validators with the most current information on scope and cost. The documents must evaluate alternatives and demonstrate asset management principles have been met according to SDP guidance. The design and design analysis must meet or exceed the information required from the latest Charrette Report template.

A.6.3.1.3. Template: AFCEC/CFTR will develop and maintain the Charrette Report template in concert with AFCEC/CFTP. The Charrette Report template will be made available at the PTO Forms and Templates page through the AFCEC Portal. The Charrette Report must be thoroughly completed (all applicable areas of the template must be addressed including appendices) in order to be considered valid and demonstrate that all criteria and foreseeable conditions have been considered in developing the scope.

A.6.3.1.4. Planning Action Process Deadline: Projects must have completed the required parts of Planning Action Process as specified in Appendix 6.2 and Appendix 4 by the deadlines specified in para. Table 2-1, using the CPP to be considered in the current cycle, otherwise they will be deferred to the following FY.

A.6.3.1.5. Types of Documents Which Do Not Qualify as a completed Charrette Report: Studies, inventory or condition assessment type reports, Dormitory Master Plans (DMP), Airfield Pavements Evaluation (APE) reports, Site Activation Task Force (SATAF) reports, Installation Planning Team (IPT) reports, and Requests For Funds (RFFs) do NOT qualify as they do not bring the project to the required 10% - 15% stage definition. Do not submit a placeholder document; documents will be adjudicated as missing. However, 2014-2015 AFCEC Fire Suppression studies will be accepted if the project scope is limited to the scope recommended by the study and the facility is designated as Tier 1.

A.6.3.1.6. Detailed Guidance: Deliverables shall be developed from no more than a 15% design effort, and at a minimum contain the following information as applicable to the project:

- **Enterprise Coordination:** All Charrette Reports must include the AFIMSC AMP Manager or AFCEC/COA Sub-Activity Management Manager coordination during its development. This coordination is an important aspect of Charrette Report accomplishment to ensure all appropriate CoAs are considered and reasonably evaluated, and scope is in concert with asset management principles. Installations must submit analysis of a minimum of three CoAs for consideration. Status Quo, if used as a CoA, will not count towards the three minimum requirement.
- **Draft 1391 including 1391C** with all exhibits in accordance with the AF/A4C business rules as mentioned in Appendix 5.6. Single line drawings in the DD1391C should be drawn as mentioned below.
- **Cost Estimates:**
    - Class 4 (Parametric) for the selected alternative per current AF Cost Estimating Improvement Program (CEIP) Standards. See Appendix 5.7.
    - Class 5 (Guidance Unit Costs; GUC) for the non-selected alternatives.
    - Draft Economic Analysis if required.
- **Completed AF 813 environmental analysis and draft Certificate of Compliance (CoC).** Ideally, any map portrayals of AF813 content should use authoritative installation geospatial data available from the AFGIMS system. Identify and report the status of the action's National Environmental Policy Act (NEPA) analysis and all environmental surveys, consultations, permits, and any other environmental requirements that may be necessary for the preferred scope identified. Identify any hazardous materials that may be present, surveys required and their statuses, and abatement/remediation requirements.
- **Design analysis** containing narrative descriptions, notes for the future Designer of Record and Basis of Design.
- **General Project Data & Technical Deliverables.** The following provides a definition for each, as well as deliverables examples. Note that these lists are NOT all inclusive, and it will be incumbent upon the government Project Manager to develop the Charrette's Scope of Work (SOW) and include any other requirements to a particular project.
    - ***Basic-Information*** General Project Data; these deliverables typically contain project definition that can be developed within a 2% to 10% design effort:
        - Project General Scope Description
        - Project Location
        - Total Building Area

- Functional Space Requirements
- No. of Building Stories
- Exterior Closure Description
- Finishes Descriptions and Requirements
- Building Code or Standards Requirements
- Fire Protection and Life Safety Requirements
- Security System
- Soils and Hydrology Report
- Integrated Project Plan
- Contracting Strategy
- Projected Milestones
- Escalation Strategy and Basis
    - ***Preliminary*** General Project Data: these deliverables typically contain project definition that can be developed within a 10% to 15% design effort:
- Mechanical Systems and Total Capacity
- Electrical Capacity
- Communication Systems
- Anti-Terrorism Force Protection Requirements
- LEED Certification Level (if applicable)
- Project Master Schedule
- Work Breakdown Structure
- Project Code of Accounts
    - ***Basic-Information*** Technical Deliverables; the items listed below will not be complete at 2% to 10% design. Deliverables appropriate at this stage will be typically limited to sketches, rough outlines, or a gathering of basic information needed for later preparation of:
- Demolition Plan
- Utility Plan
- Site Electrical Plan
- Site Lighting Plan
- Site Communications Plan
- Erosion Control Plan
- Stormwater Plan
- Landscaping Plan
- Exterior Elevations
- Interior Elevations
- Interior Sections
- Partition or Wall Types
- Finishes
- Doors
- Windows
- Restrooms
- Furniture Plan
- Signage
- Fire Protection Plan
- Room Layout Plan
- Foundation Plan
- Foundation Sections
- Structural Plan
- Structural Sections

- Roof Plan
- Material, Equipment and Systems requirements
- Building Envelope/Moisture Protection/Flashing
- Mechanical/HVAC Plan
- Flow Control Diagrams
- Plumbing Plan
- One-Line Electrical Diagram
- Electrical Power Plan
- Life Safety Plan
- Equipment Schedule
- Temporary Facilities
    - ***Preliminary*** Technical Deliverables: these deliverables typically contain more advanced levels of effort for which interim, cross-functional reviews have been conducted, developed from 10% to 15% design:
- Site Plan and Existing Site Plan
    - If any of the following information is readily available and developed into Technical Deliverables, it will augment the charrette's usefulness; yet if not available, it is not required:
- Mechanical/HVAC Details
- Mechanical/HVAC Schedules
- Plumbing Details
- Plumbing Riser Diagram
- Interior Lighting Plan and Drawings
- Security Plan and Drawings
- Emergency Communication Plan and Drawings
- Lightning Protection Plan and Drawings
- Motor Control Diagram
- Lighting Control Diagram
- Lighting Schedules
- Electrical/Control Panel Schedule
- Information Systems/Telecommunication Plan
- Information Systems/Telecommunication Details
    - For tenant related requirements or AF work on non-AF installations, provide existing MOA/MOU or support agreements.

A.6.3.1.7. Projects seeking Design-Bid-Build (DBB) Design Funding or Seed Funding for Design-Build (DB) in FY27 for execution in a later FY: A charrette does not need to be completed in this instance if the charrette will be performed by contract. If the charrette will be prepared in-house, the completed charrette must be submitted. If by contract, the contract must have been awarded, or if FSRM centrally funded, be ready to award (with RFF submitted), pending availability of funds. In lieu of a completed charrette & estimate, upload the following documents as the charrette & estimate on the validation site:

A.6.3.2. Parametric Cost Estimates.

A.6.3.2.1. Applies only to projects seeking execution funding in FY27, where Appendix 6.2. requires an estimate, must have a Class 4 parametric (or higher level of detail) cost estimate prepared.

Note: A 35% design is required to produce a Class 3 estimate. DD1391s with costs not backed by sufficient cost estimates will not be accepted. Cost estimates must be developed using a recognized cost estimating tool such as the Tri-Service Parametric Cost Engineering System (PACES). Costs must be escalated to the planned year of execution.

A.6.3.2.2. Divisional Breakdowns: Cost estimate breakdowns should be provided using Uniformat II™. For estimates of a substantial length, provide a level II executive summary in the beginning of the document. It should allow reviewers to get an understanding of the various work elements included in the project and the estimate.

A.6.3.2.3. Submittal Format: Parametric estimates should be the "Assembly Detail" report in PACES or similar level of detail, provided in .pdf format. Bases or the A/E may be required to submit cost estimates in PACES or other native file format for review.

A.6.3.2.4. Basis of Estimate: Provide a Basis of Estimate to indicate allowances, exclusions, risks, assumptions made, data sources used, etc. when developing the estimate. The basis of estimate form can be found on the Cost Engineering Page in CE DASH under the Cost Engineering "Resources" tab.

A.6.3.2.5. Parametric Estimate of Replacement Cost: Additionally, a parametric estimate of the MILCON replacement cost must be submitted if the repair/replace ratio is greater than 70% using the formula in UFC 3-701-01, Chapter 3. (See DAFI 32-1020, para.2.11.4 for more guidance).

A.6.3.2.6. Projects Below Thresholds: Although these sections do not require submittal of written estimates of the construction cost below certain thresholds, all projects must have a written Independent Government Estimate (IGE) prepared to support the amount of funding requested. For AFCAMP purposes, they do not need to be prepared to the level of detail as required above.

A.6.3.3. Draft DD Form 1391:

A.6.3.3.1. A draft DD Form 1391 (minus signatures) is required to be submitted when it meets any of the criteria identified above. A draft DD Form 1391C should be submitted if it was previously prepared during the CPP vector check or Charrette Report development process. Any project that is part of a larger umbrella project must include all programming documents from the umbrella, including all child projects.

A.6.3.3.1.1. See the AF/A4CF FSRM Business rules for DD1391 preparation for content guidance.

A.6.3.3.1.2. AFCEC/CFPO will be responsible for developing review criteria for the validation process and will post the Comment Review Matrix (CRM) Checklist to be used for validation on the IPL Validation Site under "Programming." The programming documents must clearly explain enough for the validator to understand the requirement, current situation, impacts, scope of work, and must demonstrate conformance to programming policy. Projects with significant programming policy issues (such as work class, phasing, project splitting, multiple facilities, network facilities, temporary facilities, host-tenant or joint base agreements, etc.) or where a policy interpretation has not been resolved will not be validated.

A.6.3.3.1.3. Umbrella Projects: Any project that is part of a larger umbrella project must include all programming documents from the umbrella, including all child projects. "Umbrella" (parent) projects must include enough detail to allow the phases (child) to be validated by AFCEC's sub-activity managers. If any questions, bases are encouraged to contact their AFCEC POCs in Appendix.2.

A.6.3.3.1.4. When later seeking HHQ project approval authority: a full DD1391 draft package shall be submitted on the HHQ Project Authorization Tool. This should be done as soon as the design is 35% complete, but no later than 15 July of the year prior to the Fiscal Year of execution. Example: If a project is being designed in FY25 for FY27 execution funding, the deadline is 15 July 2025.

A.6.3.3.1.5. Comment Review Matrix: The in-depth CRM of how projects will be evaluated by AFCEC/CFPO during review for HHQ Authorization is provided on the HHQ Project Authorization Tool. This checklist should be used to help properly develop the draft 1391.

A.6.3.4. SAoA:

A.6.3.4.1. **Requirement:** An SAoA is not required for projects which must complete the CPP Planning Action Process. A SAoA template and an example are provided in the SAoA Specialized Toolbox on the AFCAMP Playbook SharePoint.

A.6.3.4.2. Required Information. When completing the Project Description block in the SAoA identify:

- Project fiscal year
- Project title
- Project number
- Installation name
- Project cost
- Brief project description
- Impact if not funded.

A.6.3.4.3. Providing Courses of Action. Four COA option sections are available on the template. While developing COAs to accomplish the requirement:

- Provide at least three that address different repair options in addition to status quo (4th alternative) (e.g., reconstruct, selective slab, etc.) and or repair types (e.g., replace, repair, etc.) to include the proposed action.
- Provide Pros and Cons for each COA.
- Provide Cost estimates for each COAs in line with its project definition.
- State if an additional COA is not possible and explain why.
- Use additional pages/space as necessary.
- Provide pictures as needed to communicate requirements.

A.6.3.4.4. Selecting a COA. Work with AFCEC Sub-AMPs in AFCEC/COA to recommend the best COA option for the Air Force. The selection should focus on lowest lifecycle cost while meeting mission requirements. Provide justification for the COA. If the recommended COA is not the lowest cost, it must be persuasively defended. Clearly explain the choice of the option using the asset management aspects in Appendix.3. Projects will not be validated for inclusion into the IPL until the COA has been reviewed and approved by the Sub-AMPs. Requirement owners can use the CPP Planning Alternatives pages in lieu of accomplishing a separate SAoA.

A.6.3.4.5. Data Entry for the Selected COA. Enter information about the selected COA in NexGen IT as applicable and upload completed DD Form 1391 and SAoA per instructions in Appendices 5.3 and 5.6. Ensure data is entered per guidance in the NexGen IT Opportunity Programming and Capital Project Execution Data Management Standards.

A.6.3.4.6. Codes and Standards. All COAs must comply with DAFIs, UFCs, and other appropriate codes/standards.

A.6.3.4.7. Leased Space. Although leased space can be considered as an alternative, leases of facility space will not appear on (or be funded from) the IPL since they are not funded with CTO funding.

A.6.3.4.8. Non-Vertical Requirements. SAoAs may not be required for non-vertical project requirements such as generator pads, NAVAIDs, etc., that do not fit the intent of identifying alternative choices nor have alternate solutions. If uncertain, contact the Utilities or TNAP Point of Contact (POC). A link to their workspace and contact list is provided in Appendix.2.

A.6.3.5. Environmental (Natural Infrastructure) Function Responsibilities: The installation environmental function must communicate with the AFCEC Environmental Regional Environmental Quality Technical Support Branch, base programming functions, and with AFCEC/CZAQ and AFCEC/CFPI to ensure the projects receive appropriate advocacy, are scored, validated, and ready for execution if they are included in the AFCAMP and approved on the CTO. For inclusion in the CTO, the installation must develop and submit an EQ Project Scoring Worksheet. Per para 3.2.3, values submitted are prepared by the ISS and validated by the Environmental Quality SME.

A.6.3.5.1. SRM Requirements with an EQ Driver. SRM requirements (PEC 76 & 78) must be identified by the Installation EMS Cross Functional Team (CFT) for SRM prioritization and provided to the Built Infrastructure programmers.

A.6.3.6. Facility Space Optimization Worksheet (FSOW):

The FSOW shows the square footage allocated and authorized for all customers involved before and after the project(s), and the utilization rate for each building before and after the project(s). More detailed documentation showing how the authorized space was calculated according to DAFMAN 32-1084 may also be required. The FSOW template can be found in the AFCAMP Specialized Toolbox under "03-Facilities."

A.6.3.7. Energy Resiliency. In order to identify a project as a M&EA candidate, program the requirement in the database of record and enter a project/title beginning with "MEA". See Appendix 3.4 for further details. For each requirement submit the following:

- 5 R's Questionnaire (see Appendix.1 for listing of 5 R's)
- OEA Requirement Request Form

A.6.3.8. Building Life Cycle Cost (BLCC): Submit under the "SCORING: Savings – Energy (BLCC) Calcs" section of the validation page. Also submit supporting documentation demonstrating how the savings estimates shown in Sections 2 and 3 of the BLCC report were determined. This is usually accomplished via a spreadsheet and explanatory notes. Upload the savings estimates spreadsheet under "Misc.: Supplemental Info" on the validation site.

A.6.3.9. Third Party Documentation: An advocacy slide template is provided in the AFCAMP Specialized Toolbox. The commitment documentation may consist of a Memorandum of Agreement, Memorandum of Understanding, Support Agreement, signed letter or email. The key is that the document is provided by or with the third party, which shows the amount of funding the third party will provide and when they will make funding available. Also, include documentation of any commitments on the part of the AF that have been made. Upload under "SCORING: Savings-3rd Party Calcs" on the validation site.

A.6.4. Validation SharePoint Site

A.6.4.1. Required Documents. Validation documents are only required to be submitted for projects seeking design or execution funding in current CTO build. Projects seeking design or execution funding in future CTOs will not appear on the site. Standalone Demo projects, per para 3.3.5, do not require documentation but will appear on the validation site. See Table 2-1 for submittal timelines.

A.6.4.2. Validation Tool: The IPL Validation Tool Home page contains a user guide with instructions on how to navigate, upload documents, and validate projects. Since improvements to the site are made after the business rules are released, the user guide on the site will contain the latest instructions.

A.6.4.3. File Naming Convention: Validation documents must follow the proper naming conventions, to ensure unique file names prior to uploading.

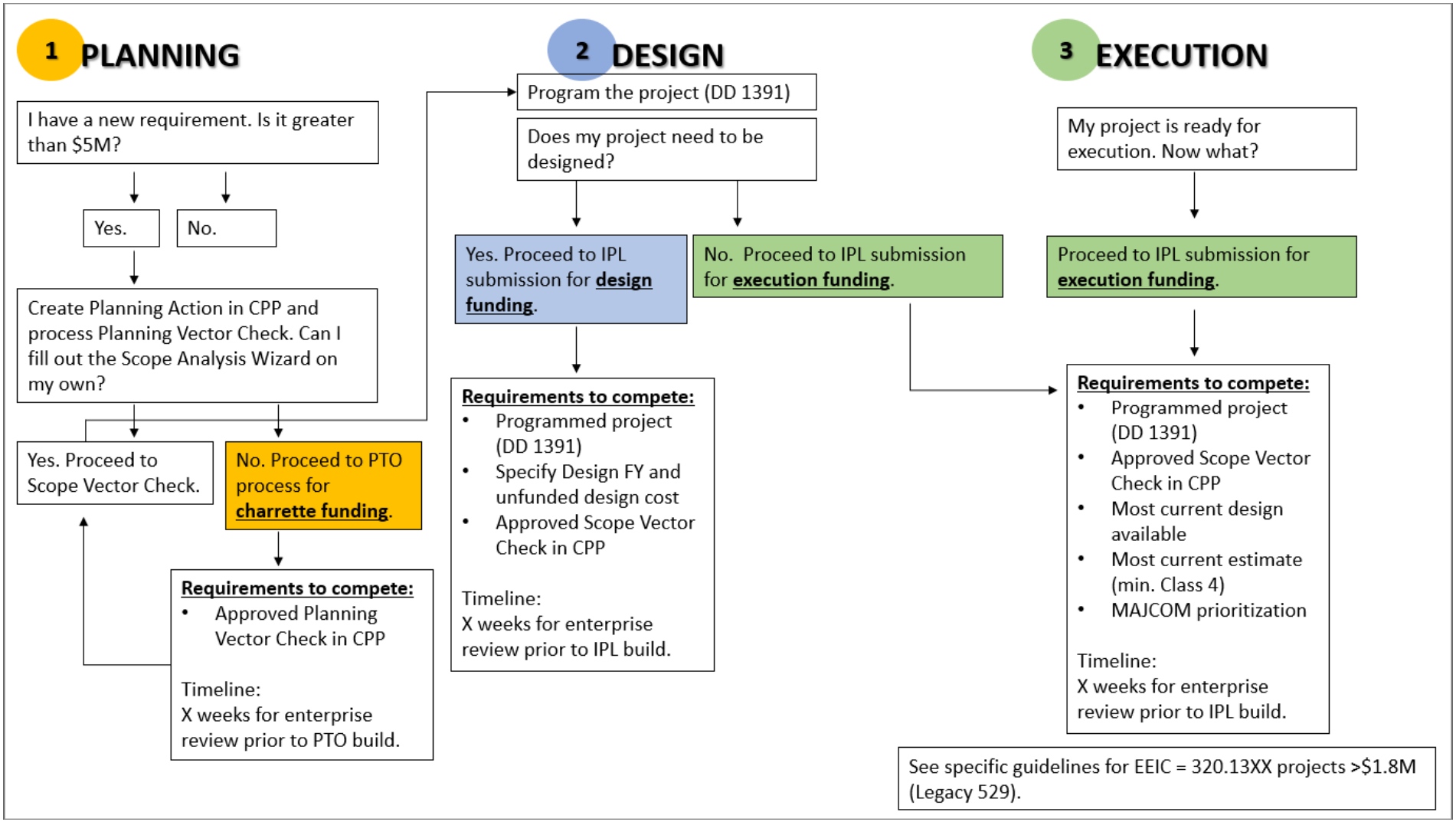
Note: Do not include symbols such as %*&^$#@! in the name of the document.

A.6.4.3.1. The file name for all validation documents should start with the project number. Percentage symbols (%) should not be used in file names. Suffixes will be added to identify the document type (SAoA, 1391, etc.). If multiple documents of a given type and project number are uploaded, the name should be modified to avoid overwriting existing documents. Example:

- **Original:** MPLS038114_DD1391
- **Updated:** MPLS038114_DD1391_2022-10-01

1

A.7. Typical Project Flow Chart (>$5M Requirement)



A.8. Steps to cFSRM Charrette Funds

Step 1 – Base CE Enter CR Data in NexGen IT

- Sep-Dec, FY+2 out-year Charrette Requirements entered in Data Record (NexGen IT); Requirements re-named Opportunities
- https://nexgenit.csd.disa.mil/nexgen/auth/SessionManagement.action

Step 2 – CR Data Pulled Into AFCAMP & IPL

- AFCAMP requires charrette Opportunities correctly Identified to pull into AFCAMP
- https://usaf.dps.mil/teams/10542/pap/IPLBuild/Forms/AllItems.aspx

FY Programmed	Requiring MAJCOM	Installation	Base Priority	Status	Opportunity ID	Project Number	Project Title	Programmed Amount
2024	PACAF	MISAWA AB	35	Draft	1130790	QKKA171101CR	CR-REPAIR STEAM LINE, MUNITIONS AREA	$225,000

Step 3 – MAJCOM Prioritize FYDP CRs

- 23 Sep-1 Jan, MAJCOM FY+2 CTO Priorities and FY+0-year charrette Opportunities prioritized
- Priorities connected to Draft Budget and Funding adjudicated

Step 4 – AFCEC Issue Integrated Task Order

- Jan-Mar, AFCEC & AFIMSC WG develop final PTO-charrette Opportunity list and Atch to ITO
- Integrated Task Order approves the...Planning Tasking Order (PTO) and Opportunities re-named Projects
- Quadripartite SES & General OFC levels Provides authority to advertise, approval to negotiate, and expectation of PTO funds

Step 5 – AFCEC/CFTR Issue PTO Data Call-ToT

- Apr-May, AFCEC release Data Call to BCEs requesting Time-On-Target (ToT) dates and other information
- Provide ToT dates, execution agent, and CPP planning action numbers. This helps facilitate AFCEC-IMSC Fund Management

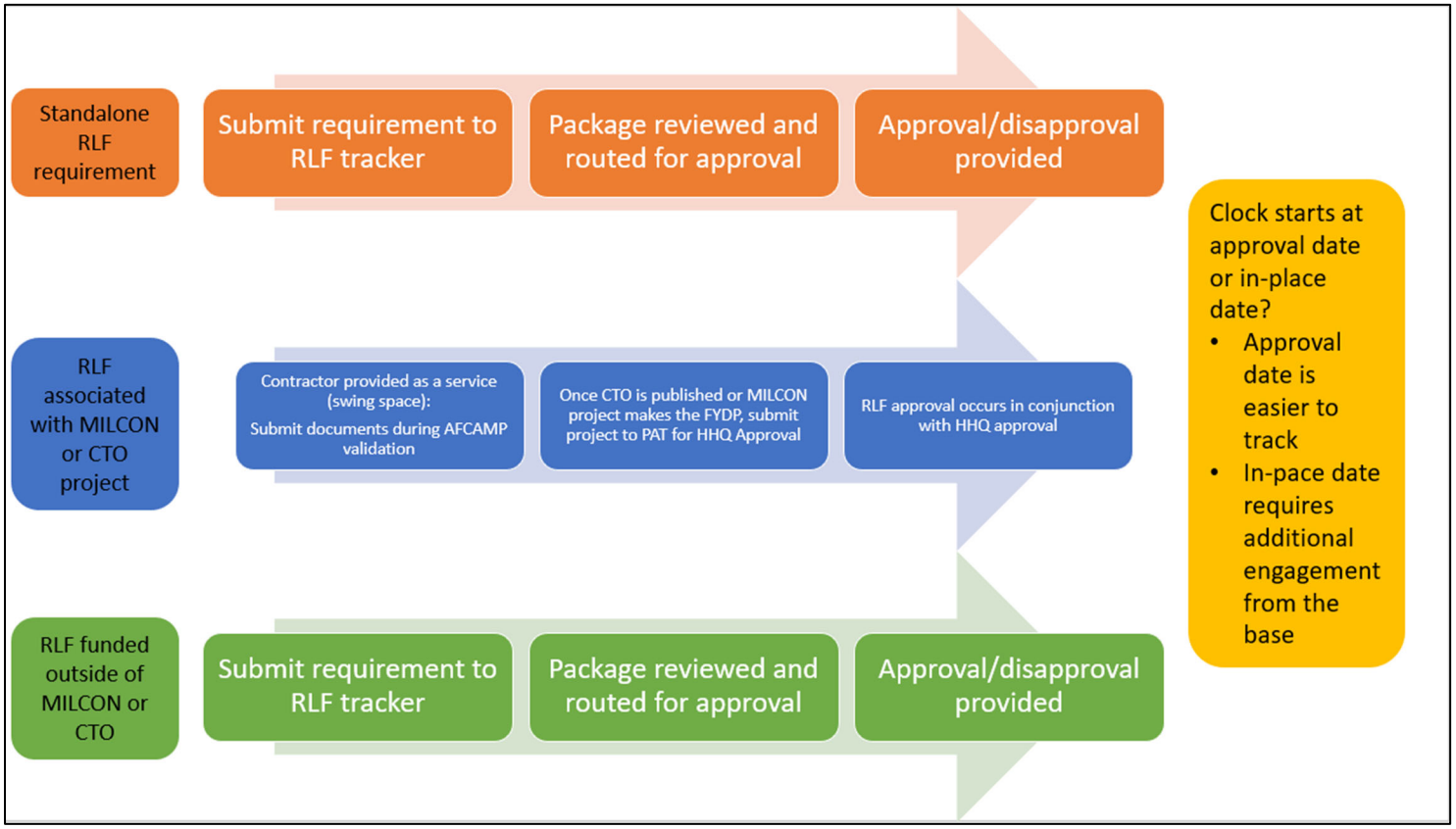
Step 6 – BASE CE Finalize CR Award Pkg.

- May-Oct, CE develops the charrette award package early prior to FY start
- Authority for charrette Projects on PTO remain in effect through the end of the 1st Qtr of next FY

Step 7 – BASE CE Submit RFF to AFCEC

- Bases with Project Authorization packages should immediately submit a Request For Funds (RFF) to AFCEC.CPRD.Workflow@us.af.mil

Step 8 – AFCEC Approve RFF; Issue ATAwd Memo

- AFCEC/CFTR reviews validity of RFF Form Request, submit Approval to Installation, and record for tracking
- After RFF approval, AFCEC/CFTR submits Authority To Award (ATAwd) Mem to AFIMSC/RMAGE requesting funds release to Base

A.9. Recommended Timing for RLFs for CTO Projects