DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
INSTALLATIONS AND ENVIRONMENT
100 ARMY PENTAGON
WASHINGTON, DC 20310-0110

8 FEB 2008

MEMORANDUM FOR:

HEADQUARTERS, U. S. ARMY, ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT, (DAIM-ZA), 600 ARMY PENTAGON, WASHINGTON, DC 20310-0600

CHIEF, ARMY RESERVE (OCAR) (DAAR-AZ), 2400 ARMY PENTAGON, WASHINGTON, DC 20310-2400

CHIEF, NATIONAL GUARD BUREAU (ARMY SYSTEM) (NGB-ZA), 2500 ARMY PENTAGON, WASHINGTON, DC 20310-2500

SUBJECT: Delegation of Authority - Relocatable Buildings

This delegation supersedes authorities and information contained in AR 420-1, Army Facilities Management, effective 2 Dec 07. The following definitions will be placed into applicable Army Regulations.

Subject to compliance with all applicable laws and regulations, I delegate the authorities contained in this memorandum to you which may be redelegated within the limits contained in this memorandum.

Purchase or Lease of Relocatable Buildings as Personal Property – Local procurement of relocatable buildings, accounted for as personal property, should be used as a last resort after all other facility solutions have been exhausted. This authority may be used to meet short-term requirements, normally 3 years or less but no more than 6 years, for facilities due to transitory peak military missions, deployments, military contingency operations, or disaster relief requirements. Further, it may be used for urgent requirements, pending approval and construction of facilities via normal military construction programs. This authority may be delegated no lower than the Deputy Commanding General of organizations having installation or garrison responsibilities. This does not include the SES equivalent. Relocatable buildings may be used beyond 6 years only with approval from this office. Tenant organizations are prohibited from entering into contracts for the purchase or lease of relocatable buildings.

For Contingency Areas, this authority may be delegated no lower than the Commanding General, Deputy Commanding General or designated General Officer of the next lower headquarters with responsibilities in a Contingency Area. Approved relocatable buildings in contingency areas may be used for the duration of the operation.

If a structure does not meet all of the requisites for relocatable buildings contained in subparagraphs *a* through c below, it shall be authorized and funded as modular construction in accordance with chapter 4, Army Military Construction and Nonappropriated-Funded Construction Program Development and Execution, AR 420-1, Army Facilities Management and accounted for as real property.

A relocatable building is defined below:

a. An arrangement of components and systems designed to be transported over public roads with a minimum of assembly upon arrival and a minimum of disassembly for relocation. A relocatable building is designed to be moved and reassembled without major damage to floor, roof, walls, or other significant structural modification.

b. The costs for disassembly, repackaging, any exterior refinishing (e.g. brick façade, etc...) and any interior work (e.g., electrical systems, fire suppression systems, walls or ceilings, etc.) including labor applied to the building after site delivery to make the relocatable building useable, and non-

recoverable building components, including foundations, may not exceed 20 percent of the purchase price of the relocatable building. (Foundations include blocking, footings, bearing plates, ring walls, and concrete slabs. When concrete slabs are used as relocatable building foundations or floors the entire cost of the slab will be included in the foundation cost.) Non-recoverable building components are components that cannot be used again in the reassembly of the subject building.

c. The relocatable building may be used for no more than 6 years. Requests for extension beyond 6 years will be referred to my office.

Tents are not considered relocatable buildings. A tent is a temporary or semipermanent portable shelter consisting of sheets of fabric or other material draped over or attached to a frame of poles. It is easy to assemble and disassemble. Tents may be attached to the ground with stakes lines or ropes. They are accounted for as equipment, personal property.

Relocatable buildings obtained as swing space for construction or repair projects will be funded by the approved real property project. Swing space is not to be the major portion of the project scope. Ownership and control of the relocatable buildings remain with the contractor. The relocatable buildings are only to be used for the duration of the construction or repair project and will be promptly removed upon completion of the project.

Relocatable buildings that are classified properly as personal property will be purchased with Operation and Maintenance, Army (OMA) funds or Other Procurement, Army (OPA) funds depending on the Expense-Investment Threshold contained in law for capital equipment purchase (current threshold is $250,000 for OMA purchases). The determination of system cost for this purpose will be based on the cost of the completely assembled building and not on the separate components.

The associated site preparation will comply with current Department of Defense and Army guidance and will be funded from the appropriate program: Operation and Maintenance, Unspecified Minor Military Construction (UMMCA), or Military Construction (MCA) depending on cost. Approvals for the construction to support the siting of relocatable buildings will include all site work including, but not limited to, walks, porches, decks, and loading docks. Those projects with a funded cost exceeding statutory limit for OMA funding will be funded in the UMMCA or MCA program and will be approved using the PAX System, DD Form 1391.

Relocatable buildings may be used as substitutes for a permanent conventional building or modular construction methods when the duration of the requirement is uncertain. In such cases, the project shall be programmed through proper military construction procedures and the building cost, transportation, erection costs, site preparation, and related supporting costs shall be funded from military construction appropriations and will be accounted for as real property.

The Assistant Chief of Staff for Installation Management (ACSIM) is my agent for the relocatable building program. All reports and requests that exceed the delegated authorities will be submitted through the ACSIM to me.

Within 15 working days after the end of each fiscal year quarter, provide to this office a report concerning the use of this delegation of authority regarding relocatable buildings. This report is due only if the delegation authority is used. The authority hereby delegated shall expire two years from the date of this memorandum.

David M. Reed
Deputy Assistant Secretary of the Army
(Installations and Housing)
OASA (I&E)