

station to reestablish their certificate. After five years, employees will be required to go through the enrollment process for a new card. More information regarding LincPass should be directed to agency leads for LincPass.

NRCS discussed the issues with capital versus operating leases. They are working with their National Office to move the process forward. NRCS will keep SAC updated on progress.

NRCS provided SAC an update on RC&D. The appropriations for RC&D were deleted for this fiscal year. NRCS and FSA will be issuing partial or full lease termination notification to lessor, as applicable.

ITS inquired about available space in Oakley. FSA and NRCS evaluated their current space needs and determined there was no additional space available for ITS use.

USDA SERVICE CENTERS:

Alma (Wabaunsee)—NRCS sent SF-2 to lessor and is awaiting response on agreement.

Altamont (Labette)—FSA submitted GSA lease delegation request on 03-04-11 for lease extension. GSA approval has not yet been received.

Beloit (Mitchell)—FSA is evaluating space proposals received.

Burlington (Coffey)—FSA is evaluating space proposals received.

Cimarron (Gray)—NRCS is working with those individuals who responded to the SFO to have them provide additional information.

Concordia (Cloud)—FSA awarded a new 10 year lease effective August 1, 2011 and provided copies of new lease to NRCS. Lessor is to have ADP remodeling, new carpet and paint completed by August 1, 2011.

Effingham (Atchison)—FSA awarded a lease renewal effective June 1, 2011. Since this is a renewal ADP remodeling is not required. A revised FSA-875 has been completed. Lessor is required to complete new carpet and paint by June 1, 2011.

El Dorado (Butler)—FSA awarded a lease renewal effective December 1, 2010. A revised FSA-875 has been completed. Based on NRCS's request, the completion date for new NRCS carpet and paint was extended to July 1, 2011. All other lease requirements have been completed.

Eureka (Greenwood)—FSA awarded a lease renewal effective March 1, 2011. A revised FSA-875 has been completed. Lessor is required to complete new carpet and paint by no later than June 1, 2011.

Great Bend (Barton)—The water issues in this location are in the RC&D area. NRCS will be terminating the RC&D lease; therefore no further action needs to be taken at this time. FSA inquired on the status of the new service center lease. NRCS reported they are working on the GSA delegation request.

Hoxie (Sheridan)—NRCS mailed the original signed FSA-875 to FSA on 04/21/11.

Hugoton (Stevens)—FSA submitted GSA lease delegation request on 03-23-11 for lease extension, as well as, new lease. GSA approval has not yet been received.

Iola (Allen)—FSA will prepare a delegation request for a 24 month extension to be put in place while NRCS pursues a new lease.

Johnson (Stanton)—NRCS will be reissuing the SFO once the simplified SFO process becomes available as well as broadening their advertisement.

Kinsley (Edwards)—NRCS mailed the original signed FSA-875 to FSA on 04/21/11.

Leoti (Wichita)—NRCS mailed the original signed FSA-875 to FSA on 04/21/11. NRCS provided FSA with an update on the lease proposal received.

Liberal (Seward)—FSA awarded a new 10 year lease effective May 1, 2011. FSA provided NRCS copies of the new lease. Lessor will remodel ADP room, install keyless entry and complete ADA corrections by no later than July 1, 2011. Installation of new carpet, removing of wallpaper border, and painting is to be completed by no later than August 1, 2011. CED is working on new FSA-875.

Lincoln (Lincoln)—NRCS inquired about the new lease status for this location. FSA reported they are working on new lease processes in order of lease expiration dates. Unless there are concerns/issues and/or mitigating circumstances, new leases will be obtained in order of lease expiration.

Manhattan (Riley)—NRCS reported that a new fire extinguisher had been purchased for the ADP room. RD provided an update to SAC regarding the accessibility review that was recently completed. The lessor has already addressed the women's restroom door closing too fast and will be addressing the automatic door opener in the conference room.

Marion (Marion)—FSA is reviewing lessor's proposal for a succeeding lease. ITS reported that a quad plate behind an FSA workstation quit working. Another quad plate is being utilized at this time. Quad plate repair will be corrected/addressed.

Marysville (Marshall)—FSA awarded a new 10 year lease effective July 1, 2011. FSA is working on FSA-875 and will send to NRCS for review and signature. FSA provided NRCS with a copy of the lease. Lessor will remodel ADP room, complete ADA corrections, install new carpet, paint, install keyless entry, replace exterior siding due to hail damage, replace broken windows, and update and/or trim landscaping by no later than September 1, 2011.

Ness City (Ness)—NRCS sent lease information to FSA for review. FSA will review and provide any additional information to NRCS.

Newton (Harvey)—RD provided the original signed FSA-875 to FSA and a copy to NRCS. SAC took a tour of the new space and made note of items which still needed to be addressed. FSA will discuss low clearance area with Lessor. Local staff noted that good communication between all agencies was the key to making this remodeling project work effectively and efficiently.

Oberlin (Decatur)—FSA submitted GSA lease delegation request on 03-24-11 for lease extension. GSA approval has not yet been received. NRCS plans to begin new lease process soon.

Scott City (Scott)—NRCS is working on a partner agreement in this location, therefore additional square footage is needed. NRCS and FSA will work on a new AD-2061. NRCS will have lead lease responsibility in this location.

Sharon Springs (Wallace)—FSA submitted GSA lease delegation request on 03-23-11 for lease extension and new lease. GSA approval has not yet been received.

Sublette (Haskell)—NRCS is working on new lease.

Tribune (Greeley)—NRCS did not receive responses to SFO for new lease that was issued. NRCS is going to reissue SFO.

Ulysses (Grant)—FSA and NRCS are reviewing information/proposal submitted by lessor for new lease.

Washington (Washington)—FSA awarded a new 10 year lease effective July 1, 2011. FSA is working on FSA-875 and will send to NRCS for review and signature. FSA provided NRCS with a copy of the lease. Lessor will remodel ADP room, complete ADA corrections (parking and ramp), add a interior vestibule, install new carpet, paint, recover existing paneling, clean exterior siding, install keyless entry, and update trim and landscaping by no later than September 1, 2011.

Wellington (Sumner)—NRCS and FSA discussed information on FSA-875. FSA will make changes and provide NRCS with revised copy for signature. NRCS staff has complained of a smell every morning. FSA will address with local staff and lessor. FSA will send NRCS a copy of the new lease. FSA is working with lessor to address the schedule for remaining lease requirements/issues which still need to be completed.

Westmoreland (Pottawatomie)—FSA will work on GSA delegation request with NRCS to obtain 24 month lease extension. This will provide additional time needed so NRCS can complete new lease process.

Winfield (Cowley)—Lessor has addressed all issues as part of the lease extension. FSA has received FSA-875. They will be reviewing and forwarding to NRCS for signatures.

The meeting adjourned at 2:45PM.

The next SAC meeting will be held via teleconference on June 9, 2011, at 9:00 AM.

/s/ Julie M. Koch

JULIE M. KOCH
Acting SAC Chairperson