

provided at least two weeks' notice to schedule assistance with moving computer equipment.

SAC discussed issues with Purchase Order (PO) Numbers in LRAT. NRCS reported the PO Numbers for the active records are correct in LRAT. NRCS will work with FSA finance office, Kansas City to resolve issue in reporting. RD reported they are working on entering the PO Numbers in LRAT.

SAC discussed sharing the cost of flags and postage box rental for the service centers. More information is needed before a decision is made. FSA will provide NRCS a list of locations where flags are not provided under the lease.

SAC discussed the cost of furniture schematic drawings needed for service centers that are remodeling. SAC agreed to share the cost based on the percentage of individual space shown on the AD-2061 for the location.

Kris Becker left the meeting at 10:50 a.m.

USDA SERVICE CENTERS:

Iola (Allen) – FSA reported that the process to obtain a long-term lease has started.

Hays (Ellis) – FSA reported long-term lease award is pending; lessor must successfully complete SAM registration.

Rural Development left the meeting at 11:15 a.m.

Dodge City (Ford) – FSA reported the requested amended GSA lease delegation for new lease versus succeeding lease was approved.

Altamont (Labelle) – FSA reported that the process to obtain a long-term lease has started.

Columbus (Cherokee) – FSA reported that the process to obtain a long-term lease has started. Ad placed in local paper with a response date of March 13, 2013.

Fredonia (Wilson) – FSA reported they received lease delegation approval from GSA. The process to obtain a long-term lease has started.

Fort Scott (Bourbon) – FSA reported that the process to obtain a long-term lease has started. Ad placed in local paper with a response date of March 11, 2013.

Girard (Crawford) – FSA reported that the process to obtain a long-term lease has started. Ad placed in local paper with a response date of March 4, 2013. NRCS reported issues with roof leak and snow removal. CED will be contacted.

Independence (Montgomery) – FSA reported that the process to obtain a long-term lease has started. Ad placed in local paper with a response date of February 25, 2013.

Lawrence (Douglas) – FSA reported that new GSA Contracting Officer was assigned to work on this location. FSA contacted Contracting Officer and is awaiting response.

Lyndon (Osage) –SAC reviewed locally proposed floor plan. FSA will forward the changes proposed by SAC to local service center for review.

Osborne (Osborne) – FSA reported that the process to obtain a long-term lease will begin soon.

Russell (Russell) – FSA reported that they have forwarded lessor's scaled building plans to furniture vendor for furniture layout options. Once received, FSA will forward to local service center for review.

Syracuse (Hamilton) – FSA reported that the Request for Lease Proposal for a succeeding lease would be mailed to lessor today.

The meeting adjourned at 12:00 p.m.

The next SAC teleconference is scheduled for April 11, 2013, 10:00 a.m.



LOREN L. GRAFF
SAC Chairperson