

Welcome to today's presentation

GSA Rent Billing

1:00 PM - 2:30 PM Central Time

Note: Phones are automatically muted during the presentation. You have the ability to send questions to the host and presenters through the questions pane. They will answer as many of the questions as possible throughout and at the end of the presentation. All questions will be captured, and answers sent to all participants within 2 weeks.



Client Enrichment Series

GSA Rent Billing

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Presented by: Steve Varnum,
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Office of the Chief Financial Officer



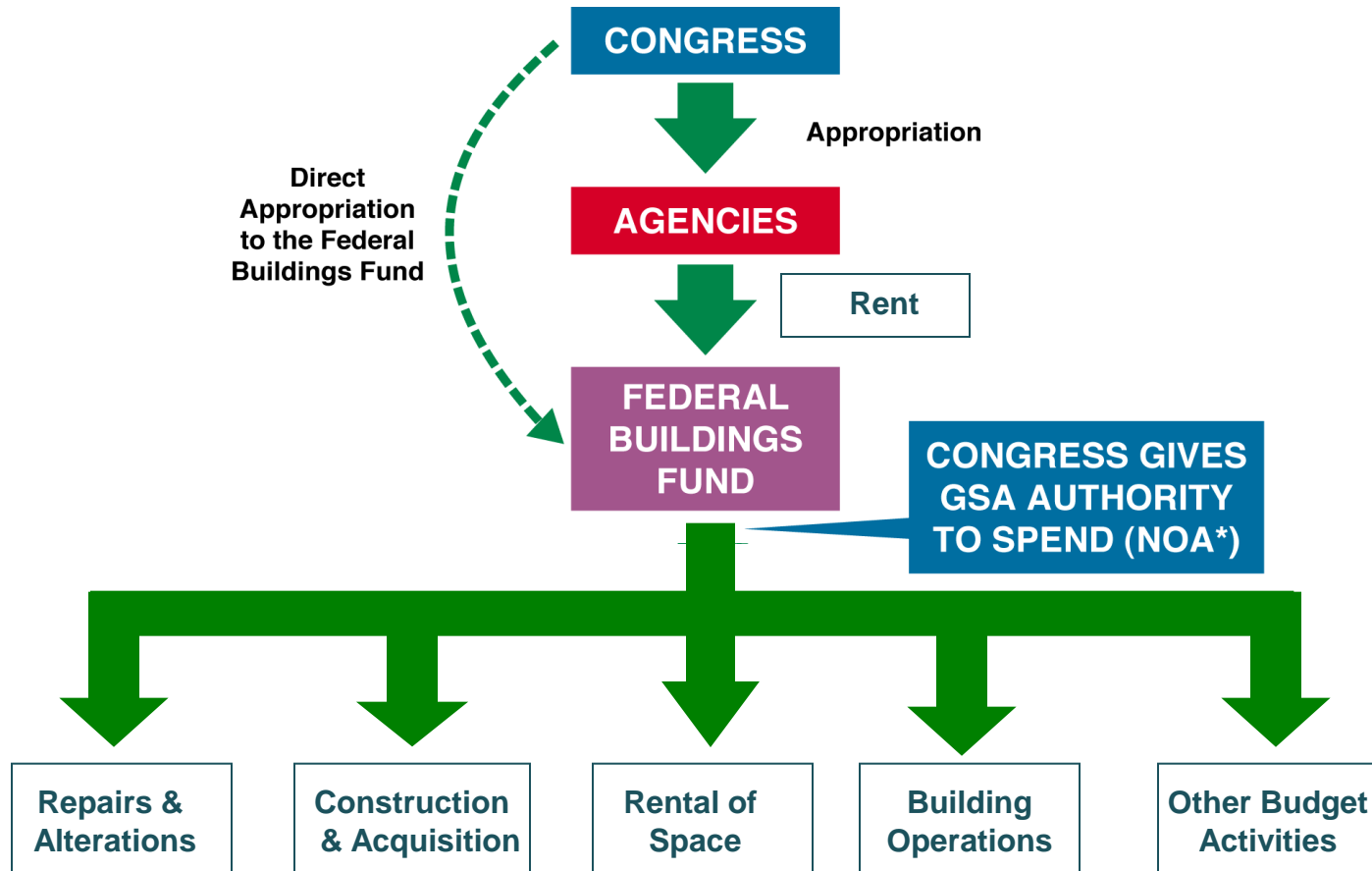
Federal Buildings Fund

- The Federal Buildings Fund (FBF) was established in 1975 to finance the activities of the Public Buildings Service.
- The Cycle
 - Monthly rent bill comes in
 - Monthly expenses go out
 - Monthly rent bill comes in
 - Monthly expenses go out
- So....The FBF is a Revolving Fund? Right?

Federal Buildings Fund

- “Quasi” Revolving Fund
 - Needs Congressional Approval
 - Funded by Rental of Space payments
 - Direct Appropriation
- What does it look like?

Federal Buildings Fund





POLL

Types of Space

- GSA charges Federal Agencies Rent
 - Owned Properties
 - Leased Properties
 - Land Ports of Entry
- GSA charges the Private Sector Rent = Outleasing
 - Deli, Dry Cleaner, Shopping

Basis for Rental Rates

- Outlined in the PBS Pricing Desk Guide
 - <http://www.gsa.gov/portal/content/103386>
- Owned Properties (Federal Buildings)
 - Market Based Appraisal
 - Five year cycle
- Leased Properties
 - Direct Lease Pass-through (plus PBS Fee)
 - Based on negotiation between GSA and Private Lessor
- Land Ports of Entry
 - Return on Investment (ROI) Based Pricing

Occupancy Agreements

- Agreement between GSA and Customer
 - Outlines the terms of the occupancy
 - SQFT and Effective period
 - Financial impact
- Used as the Basis for Rent Billing
 - Active OA's on the 15th create a Rent Bill

PBS Billing Schedule

- Rent Bill runs on the 15th of every month
 - Active Occupancy Agreements
 - Intragovernmental Payment and Collections (IPAC) sent to Treasury
 - Bills Posted on Rent on the Web
 - <https://www.pbs-billing.gsa.gov/ROW/>

Rent on the Web

The screenshot shows a Windows Internet Explorer browser window displaying the 'Rent on the Web Login Page' for the General Services Administration (GSA). The address bar shows the URL <https://www.pbs-billing.gsa.gov/ROW/>. The page header features the GSA logo and the text 'General Services Administration Public Buildings Service Rent On The Web (ROW)'. Below the header is a banner image of various public buildings. The main content area is divided into two columns. The left column contains a 'Client Secure Access' section with a login form for 'User Name or Email ID' and 'Password', a 'Sign In' button, and links for 'Forgot Password' and 'Register An Account'. Below this is a 'Support' section with 'Help Desk Telephone Numbers: (202) 219 - 1054 and (866) 367 - 7878', and links for 'Contact Us' and 'www.GSA.gov'. The right column features a large image of a modern skyscraper and a text block explaining the benefits of ROW: 'Since 2001, customers have been able to access their rent bills on the Internet through Rent on the Web (ROW). Not only does ROW allow PBS to drastically reduce the administrative efforts that is associated with paper billing, but it also delivers the message to our customers that serving them is a priority. ROW gives customers real-time access to their rent information, which allows them to review their rent bills at the time that is most convenient to them. Obviously, web-based billing information reaches our customers more quickly than billing information that is sent by traditional mail. ROW also allows our customers to electronically download rent information for analysis.' The browser's status bar at the bottom shows 'Done', 'Trusted sites', and a zoom level of 90%.



Sample GSA Rent Bill



Rent on the Web (ROW)

Page Number: 87

Bill For: September 2013
 Real Property ID: WA7593
 Occupancy Right: 2 Leased
 BLANCHARD PLAZA
 2201 6TH AVE

Bill No: 19258105

Agency: [REDACTED]
 Agency Bureau Code: [REDACTED]
 Agency Location Code: [REDACTED]

Region: 10
 OA No: AWA01021

SEATTLE, WA, 98121-1857
 GSA Contact: [REDACTED]
 Tel: [REDACTED]
 ABC Contact:
 Tel:

	Charge Basis	Annual Rate	Amount Due (Monthly)	Year To Date
1. Shell Rental Rate				
a. General	18,764	\$9.64	\$15,073.39	\$192,088.76
2. Amortized Tenant Improvement Used / General	18,764	\$5.10	\$7,974.51	\$101,623.72
3. Operating Costs	18,764	\$5.94	\$9,292.79	\$117,353.64
4. Real Estate Taxes		\$1.12	\$1,751.27	\$22,317.40
A. Market Rent SubTotal	18,764	\$21.80	\$34,091.96	\$433,383.52
9. Parking				
a. Structured (number of spaces)	5			
b. Surface (number of spaces)	6	\$2,880	\$1,440.00	\$17,280.00
11. PBS Fee	21,643	\$1.59	\$2,868.91	\$36,386.24
B. Agency Rent SubTotal			\$4,308.91	\$53,666.24
12. Pro Rata Joint Use Charges				
a. Building Amenities	2,879	\$22.52	\$5,402.90	\$68,828.88
C. Joint Use SubTotal			\$5,402.90	\$68,828.88
D. Total Monthly Rent (A+B+C)			\$43,803.77	\$555,878.64
14. Billing Adjustments & Corrections				
a. Current Year				(\$10,797.70)
b. Prior Year				(\$66,896.93)
E. Adjustments SubTotal			\$0.00	(\$77,694.63)
F. Total Rent Bill (D+E) (Object Class 23.1)			\$43,803.77	\$478,184.01
G. Total Antenna Bill (Object Class 25.3)			\$0.00	\$0.00
H. Total Reimbursable Services Bill (Object Class 25.3)			\$0.00	\$0.00
I. Total PBS Bill (F+G+H)			\$43,803.77	\$478,184.01

Note: ANSI Rentable is 17,589 Assigned Usable Space PLUS 1,175 Common Space. R/U factor is 1.06678.

Parking Annual Rates not in lines 9 or 12 are included in the Shell Rental Rate.



Rent on the Web

- Questions about your Rent Bill
 - Contact is present on the Rent Bill
 - ROW Newsletter – contains Regional Billing Contacts
- GSA Rent Estimate posted
 - Use for Agency Exhibit 54 – Space Budget Justification

Ongoing Initiatives

- Freeze the Footprint
 - CFO Act Agencies submitted plans to OMB
 - Increase in square footage must be offset by reduction
 - Growth in inventory is slowing



POLL

GSA Rent Summary

- “Quasi” revolving fund
- Market Based Appraisal
- Competitive Bid – Market Rates
- Return on Investment Pricing
- IPAC Collection
- Rent on the Web
- Freeze the Footprint



Questions?



Thank you for your time and interest!

The full schedule of FY2014 CES webinars will be distributed on October 1. To allow for improved advance scheduling the FY14 series will feature a new consistent date and time (third Thursday of each month at 2PM Eastern).

Our next webinar (first for FY2014) will be on October 17 entitled "Introduction to GSA's Total WorkPlace".