

APPENDIX F: DETERMINATION OF OPERATING OR CAPITAL LEASE CLASSIFICATION FOR BUDGET SCORING

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Part 1: General

When used throughout this VA Supplement Appendix, “Reserved” means the information in [GSA’s LDG](#) applies to VA’s leasing program without further supplemental information.

a. Requirement

By reference Office of Portfolio Management and Customer Engagement (“PT”) Scoring Guidance, Scoring Quick Reference Guide, or Scoring Workbook, however these are GSA-specific resources. VA’s Office of Asset and Enterprise Management’s (OAEM) issues departmental policy, guidance, and training for scoring compliance. VA leasing professionals should utilize the lease scoring workbook/template, guidance and resources available at [OAEM’s Enterprise Lease Management Tool – CO Resources – All Documents \(sharepoint.com\)](#).

b. Impact

Reserved.

c. Applicability

Reserved.

Part 2: Background

Reserved.

Part 3: Instructions and Procedures

a. Timely Determination

Reserved.

b. Use of Lease Scorekeeping Classification Workbook

Reserved.

c. Use of Circular No. A-11

Reserved.

d. Operating Lease Criteria

Reserved.

e. The 90 Percent Criterion

Reserved.

f. The Bargain-Price Purchase Option Criterion

Reserved.

g. Who Completed the Scoring Evaluations?

Department of Veterans Affairs (VA's) Lease Contracting Officers (LCOs) are responsible for scoring. If the LCO has questions about scoring they should reach out to the Office of Asset Enterprise Management (OAEM). Refer to [OAEM's Enterprise Lease Management Tool \(ELMT\) - Guidance - All Documents \(sharepoint.com\)](#) for additional guidance and templates.

Part 4: Analysis Based on Term

Reserved.

a. Leases with a Term of 5 years or Less

Reserved.

b. Leases with a Term of More Than 5 and up to 20 Years

Reserved.

Part 5: Analysis Based on Other Lease Types and Actions

Reserved.

a. Prospectus-Level Leases

Reserved.

b. SLAT Leases

Reserved.

c. Extensions

Reserved.

d. Expansions, Succeeding, and Superseding

Reserved.

e. Free Space

Reserved.

f. Options

Reserved.

g. Parking Leases

Reserved.

Part 6: NPV/FMV Above 80 percent

Reserved.

Part 7: The Lease Scoring Workbook

Reserved.