

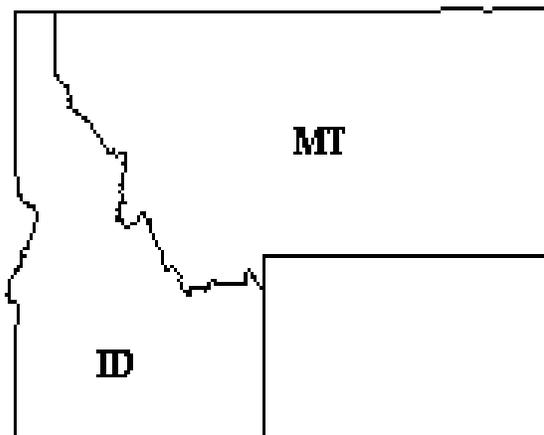
# REGIONAL QUARTERS RENTAL SURVEY



COVERING  
GOVERNMENT-FURNISHED QUARTERS  
LOCATED IN

## IDAHO/MONTANA SURVEY REGION

(IDAHO/MONTANA SURVEY DATE: MARCH 2002)  
(EFFECTIVE DATE: MARCH 9, 2003)



---

*Prepared By:*  
*U.S. Department of the Interior*  
*National Business Center*  
*Products & Services*

*Approved By:*  
*Debra E. Sonderman, Director*  
*Office of Acquisition and*  
*Property Management*

## TABLE OF CONTENTS

<u>SECTION</u>	<u>SUBJECT</u>	<u>PAGE</u>
I.	SURVEY BACKGROUND .....	1
II.	INVENTORY OF GOVERNMENT-FURNISHED QUARTERS.....	2
III.	CONTRACTING FOR THE PRIVATE RENTAL SURVEY.....	2
	A. DETERMINATION OF THE COMMUNITIES TO BE SURVEYED .....	2
	B. DETERMINATION OF THE HOUSING CLASSES TO BE SURVEYED.....	5
	C. HEATING FUELS AND UTILITY CHARGE SURVEY .....	6
	D. CONTRACTOR SELECTION .....	6
IV.	REGIONAL SURVEY PRINCIPLES AND PROCEDURES .....	7
	A. SURVEY PRINCIPLES .....	7
	B. MULTIPLE REGRESSION PROCEDURES USED IN RENTAL RATE COMPUTATIONS .....	8
V.	ESTABLISHMENT OF MONTHLY BASE RENTAL RATES (MBRR) .....	10
	A. USE OF BASE RENT CHARTS .....	10
	B. SINGLE FAMILY HOUSING.....	12
	C. APARTMENTS .....	18
	D. MOBILE HOMES, TRAVEL TRAILERS, AND HOUSEBOATS .....	24
	E. CABINS OR LOOKOUTS.....	29
	F. BUNKHOUSE AND DORMITORIES .....	30
	G. TRANSIENT QUARTERS.....	32
	H. TRAILER SPACES .....	33
	I. OBSOLETE QUARTERS.....	35
VI.	CHARGES FOR UTILITIES, APPLIANCES AND RELATED SERVICES.....	35
	A. BACKGROUND.....	35
	B. ENERGY CONSUMPTION STUDY.....	36
	C. SPACE HEATING (FOSSIL FUEL) CONSUMPTION/COST CALCULATIONS .....	37
	D. SPACE HEATING (ELECTRICITY) CONSUMPTION/COST CALCULATIONS .....	49
	E. SPACE COOLING CONSUMPTION/COST .....	51
	F. NON-SPACE HEATING/COOLING ENERGY CONSUMPTION/COST.....	62
	G. WATER AND SEWER CONSUMPTION/COST CALCULATIONS .....	65
	H. GOVERNMENT PROVIDED METERED UTILITIES .....	66
	I. GARBAGE/TRASH REMOVAL SERVICE RATES .....	67
	J. CHARGES FOR APPLIANCES AND RELATED SERVICES.....	67
VII.	ADMINISTRATIVE ADJUSTMENTS .....	69
	A. SITE AMENITY ADJUSTMENTS.....	69
	B. ISOLATION ADJUSTMENT.....	71
	C. LOSS OF PRIVACY.....	73
	D. EXCESSIVE OR INADEQUATE SIZE.....	73
	E. LIMITATIONS TO ADMINISTRATIVE ADJUSTMENTS.....	73
VIII.	CONSUMER PRICE INDEX ADJUSTMENTS .....	73

IX. OTHER OMB CIRCULAR A-45 RENT CONSIDERATIONS.....	74
A. EXCESSIVE HEATING OR COOLING COSTS .....	74
B. INCREMENTAL ADJUSTMENTS .....	74
C. ESTABLISHED COMMUNITY .....	74

## LISTING OF TABLES

TABLE SUBJECT	PAGE
TABLE 1 COMMUNITIES SURVEYED .....	3
TABLE 2 GOVERNMENT-FURNISHED QUARTERS - (BY HOUSING CLASS) .....	5
TABLE NO. 3a THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	14
TABLE NO. 3b THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	15
TABLE NO. 3c THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	16
TABLE NO. 3d THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	17
TABLE NO. 4a THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	20
TABLE NO. 4b THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	21
TABLE NO. 4c THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	22
TABLE NO. 4d THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	23
TABLE NO. 5a THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	26
TABLE NO. 5b THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	27
TABLE NO. 5c THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART.....	28
TABLE 6 BUNKHOUSE/DORMITORY RENTS.....	31
TABLE 7 TRANSIENT QUARTERS RENTS.....	32
TABLE 8 TRAILER SPACES - MONTHLY BASE RENTAL RATES .....	34
TABLE 9a ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE I.....	39
TABLE 9b ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE II .....	40
TABLE 9c ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE III.....	41
TABLE 9d ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE IV.....	42
TABLE 9e ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE V .....	43
TABLE 9f ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE VI.....	44
TABLE 10 HEATING/COOLING DEGREE DAYS AND MPS ZONES .....	45

TABLE 11	FUEL REQUIRED TO PRODUCE 1 MBTU .....	47
TABLE 12	HEATING FUEL COST .....	47
TABLE 13	MPS HEATING ZONE CONVERSION FACTORS .....	48
TABLE 14a	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE I.....	55
TABLE 14b	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE II.....	56
TABLE 14c	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE III.....	57
TABLE 14d	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE IV.....	58
TABLE 14e	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE V .....	59
TABLE 14f	ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE VI.....	60
TABLE 15	MPS COOLING ZONE CONVERSION FACTORS.....	61
TABLE 16	MONTHLY kWh USAGE: APPLIANCES AND EQUIPMENT.....	63
TABLE 16a	MONTHLY FOSSIL FUEL CONSUMPTION: APPLIANCES AND EQUIPMENT .....	64
TABLE 17	UTILITY CHARGES (COST PER UNIT) .....	66
TABLE 18	MONTHLY CHARGES FOR APPLIANCES & RELATED SERVICES .....	68

## I. SURVEY BACKGROUND

The Quarters Management and Information Systems (QMIS) Office coordinated a contractor-conducted field survey of the private rental housing market in the states of Idaho, Montana, Oregon, Wyoming and Washington, from February 2002 through April 2002. This survey was undertaken as specified in the Office of Management and Budget (OMB) Circular No. A-45, and the U.S. Department of the Interior's Departmental Quarters Handbook. OMB Circular A-45 provides for reconfirmation of the market based rental rates at least once every five years, or sooner, if conditions warrant.

The collection and analysis of rental housing data were accomplished employing methods similar to those used in previous surveys. Automated and manual analytical procedures were used to establish base rental rates for houses (including plexes), apartments, mobile homes, and trailer spaces. Rental rates for cabins were established based upon their comparability with 1-bedroom houses. Rental rates for temporary housing and travel trailers were established based upon their comparability with mobile homes. Rental rates for dormitories, bunkhouses and transient quarters were established by extending the principle of comparability, as provided for in OMB Circular A-45.

The objective of regional surveys, as set forth in OMB Circular No. A-45, is to develop reasonable rental rates based upon the ". . . typical rental rates for comparable private housing in the general area in which the Government quarters are located . . ." The policy set forth in OMB Circular A-45 is as follows:

Rental rates and charges for Government quarters and related facilities will be based upon their "reasonable value...to the employee...in the circumstances under which the quarters and facilities are provided, occupied, or made available."...reasonable value to the employee or other occupant is determined by the rule of equivalence; namely, that charges for rent and related facilities should be set at levels equal to those prevailing for comparable private housing located in the same area, when practicable...

The regional survey method uses regression analysis techniques to establish a base rental rate for a given type of quarters that reflects the typical rate for that type of housing in the survey area. Regression analysis allows the QMIS Program Office to establish adjustments that reflect: (1) the contributory value (+ or -) of housing features that the private rental market indicates are significant; and (2) relevant social and economic factors that are manifested in the rent levels of individual communities.

Because regression analysis permits assessment of (and adjustment for) different locations, as measured by market rents, several localities or states can be surveyed at a time to minimize data collection costs and the rates can be individualized for communities significantly at variance with the regional rent pattern.

The resulting product (finalized rental rates), when derived from carefully applied automated statistical analysis, provides a logical and equitable base rental rate structure supported by the market rental rate pattern of the region and the community.

## II. INVENTORY OF GOVERNMENT-FURNISHED QUARTERS

This survey was initiated with an inventory of Government-furnished quarters (GFQ) managed by the agencies and bureaus that participate in the QMIS program.

Most agencies and bureaus are now using the QMIS database software to manage their inventories. The QMIS Program Office in Denver developed this software. The database software allows an installation or region to maintain its own housing inventory. Rents can be calculated in just minutes, even for hundreds of quarters. This decentralized system provides local control of the housing inventory. As always, the key to accurate rents is accurate, up-to-date inventory information. Software with the new housing rental rate formulas and new utility rates is distributed from Denver whenever new regional surveys are conducted or at CPI time. If you do not receive new CPI software by approximately January 1st of each year, please contact the QMIS Program Office (303-969-7240). It is important that all agencies and bureaus submit (on diskettes or via electronic mail) updates to their housing inventories at least once a year. This information is used to determine the communities and characteristics to be sampled in new Regional Surveys. The information is also used for various general management reports.

## III. CONTRACTING FOR THE PRIVATE RENTAL SURVEY

### A. DETERMINATION OF THE COMMUNITIES TO BE SURVEYED

Selection of the communities to be surveyed was initiated with a review of the nearest established communities identified in the quarters inventory process. Their geographic locations and populations were determined to enable selection of established communities nearest to concentrations of Government housing.

Inclusion of these communities enables a comparison of the community rental rate structure with that of the survey region. This permits a ready determination of whether the local or the regional rental rate structure should be utilized to establish the GFQ base rents. A complete discussion of this process is contained in section IV of this report.

The communities surveyed represented broad geographic and population ranges. The largest community surveyed, Boise, ID, had a 2000 population of 185,787. The smallest community, Osburn, ID, had a population of 1,545. A list of the surveyed communities appears as Table 1. In accordance with OMB Circular A-45, communities with 2000 census populations below 1,500 were not analyzed.

TABLE 1 COMMUNITIES SURVEYED

<u>STATE AND COMMUNITY</u>	<u>2000 CENSUS POPULATION</u>
IDAHO	
Blackfoot, ID	10,419
Boise, ID	185,787
Bonnars Ferry, ID	2,515
Burley, ID	9,316
Emmett, ID	5,490
Grangeville, ID	3,228
Hailey, ID	6,200
Idaho Falls, ID	50,730
Ketchum, ID	3,003
Lewiston, ID	30,904
Malad City, ID	2,158
McCall, ID	2,084
Montpelier, ID	2,785
Mt. Home, ID	11,143
Orofino, ID	3,247
Osburn, ID	1,545
Pocatello, ID	51,466
Preston, ID	4,682
Priest River, ID	1,754
Rexburg, ID	17,257
St. Anthony, ID	3,342
St. Maries, ID	2,652
Salmon, ID	3,122
Sandpoint, ID	6,835
Soda Springs, ID	3,381
MONTANA	
Anaconda, MT	9,417
Big Timber, MT	1,650
Bozeman, MT	27,509
Butte, MT	33,892

STATE AND COMMUNITY	2000 CENSUS POPULATION
---------------------	---------------------------

---

MONTANA

Choteau, MT	1,781
Colstrip, MT	2,346
Columbia Falls, MT	3,645
Cut Bank, MT	3,105
Dillon, MT	3,752
E. Helena, MT	1,642
Glasgow, MT	3,253
Great Falls, MT	56,690
Hamilton, MT	3,705
Hardin, MT	3,384
Havre, MT	9,621
Kalispell, MT	14,223
Lewiston, MT	5,813
Libby, MT	2,626
Malta, MT	2,120
Miles City, MT	8,487
Missoula, MT	57,053
Plentywood, MT	2,061
Red Lodge, MT	2,177
Ronan, MT	1,812
Shelby, MT	3,216
Townsend, MT	1,867
Whitefish, MT	5,032
Wolf Point, MT	2,663

OREGON

Baker City, OR	9,860
----------------	-------

WASHINGTON

Newport, WA	1,921
-------------	-------

WYOMING

Lovell, WY	2,281
Sheridan, WY	15,804

B. DETERMINATION OF THE HOUSING CLASSES TO BE SURVEYED

In order to determine which housing classes to survey, the inventory data for the agencies participating in the QMIS system were separated into housing classes shown in Table 2, below. Analysis of the data revealed the following numbers of units per housing class:

TABLE 2 GOVERNMENT-FURNISHED QUARTERS - (BY HOUSING CLASS)

Housing Class	# of Units	Avg Age	Age Range	Avg. SQFT	SQFT Range
Houses					
4+ Bedrooms	16	47	(39 – 72)	1,597	(1,400 – 1,779)
3 Bedrooms	530	44	(9 – 111)	1,236	(766 – 2,382)
2 Bedrooms	331	46	(8 – 112)	1,015	(424 – 1,961)
1 Bedroom	151	59	(7 – 105)	785	(216 – 1,720)
Apartments					
3+ Bedrooms	8	27	(8 – 65)	1,129	(880 – 1,881)
2 Bedrooms	33	35	(8 – 85)	861	(1,152 – 1,538)
1 Bedroom	63	38	(15 – 109)	580	(264 – 820)
Efficiency	14	40	(31 - 61)	375	(162 - 437)
Cabins	95	60	(16 – 101)	371	(128 – 1,350)
Temporary	14				
Mobile Homes					
4+ Bedrooms	1	14	(14)	1,760	(1,760)
3 Bedrooms	65	27	(15 – 41)	1,050	(750 – 1,300)
2 Bedrooms	66	22	(10 – 38)	865	(600 – 1,100)
1 Bedroom	25	21	(9 – 35)	550	(172 – 770)
Travel Trailers	19	20	(8 – 37)	294	(100 – 1,900)
Dormitories	205	40	(7 – 108)	1,244	(116 – 7,500)
Trailer Pads	72				
<b>TOTAL UNITS</b>	<b>1,708</b>				

As with other regional surveys, the contractor was directed to survey only those housing classes for which a representative sample could be readily obtained in the private rental market. Thus, comparables were not obtained for cabins or lookouts, temporary housing, travel trailers, bunkhouses/dormitories, transient quarters or tents.

Rental rates for cabins were established by using the average rental rate for one-bedroom, single-family houses as the basis of comparison. Additional adjustments, that reflect the absence of certain standard housing features in some cabins, have been included for use when appropriate.

Since temporary housing and travel trailers (mobile home-like structures containing less than 256 square feet of gross living area) are most structurally similar to mobile homes, the rental charges for these housing classes are based upon the analysis of mobile home market rental comparables.

Since comparable bunkhouse or dormitory housing does not exist in most communities, the QMIS Program Office is unable to obtain sufficient market data to provide a satisfactory statistical base. Consequently, rental rates for bunkhouses and dormitories have been established using an extension of the Principle of Comparability, as permitted in OMB Circular A-45. Similarly, the rental charge for transient quarters has been established in conjunction with the dormitory rate structure.

OMB Circular A-45, revised October 20, 1993, excludes tents from the definition of Government-furnished quarters. Therefore, rental charges have not been established (and should not be assessed) for tents which are used as employee housing.

Four housing classes (houses/plexes, apartments, mobile homes and trailer spaces) were ultimately selected for field survey and computer analysis. The contractor was instructed to select comparables, built to Housing and Urban Development (HUD) minimum housing standards, wherever possible. The number of observations obtained for each housing class in each community surveyed varied depending upon the number of nearby Government quarters of that class. The inventory data for each of the housing classes was analyzed to determine frequencies and age and size ranges for major construction elements. The information in Table 2 was used to guide the contractor in the conduct of the survey.

#### C. HEATING FUELS AND UTILITY CHARGE SURVEY

To ensure reliability of the energy consumption estimates for housing where consumption is neither metered nor measured, this report uses a series of contractor-developed heating and cooling consumption tables for each general type of housing represented in the survey. The tables are based upon energy consumption studies that use a methodology meeting housing industry standards. The results reflect energy consumption for variously sized single-family houses (with and without basements), apartments, and mobile homes. A complete discussion of the energy consumption/cost methodology is contained in Section VI.

#### D. CONTRACTOR SELECTION

The National Business Center, Products and Services provided procurement support and project coordination for this Private Rental Survey. Reimbursement for survey expenses was underwritten by the agencies and bureaus that participate in the Quarters Management Program.

The private rental survey was completed by Delta-21 Resources Inc. of Oak Ridge, TN, during the months of February 2002 through April 2002. A total of 1,306 private rental housing comparables were sampled. In addition, electrical, heating fuel, utility, appliance, and other related service charges were collected in each of the communities surveyed. The private rental housing costs that were obtained reflected current rental costs and required no adjustment for time.

#### IV. REGIONAL SURVEY PRINCIPLES AND PROCEDURES

##### A. SURVEY PRINCIPLES

The purpose of a regional survey is to determine and establish reasonable quarters rents, through an analysis of the market rents of comparable private housing in established communities nearest to concentrations of Government housing. The process of arriving at the base rent of a structure is influenced by real estate appraisal principles, statistical limitations, and administrative considerations. Often there may be a conflict among these three interests, which necessitates a trade-off.

1. Real estate appraisal principles include matching comparables as closely as possible to the specific subject properties in physical characteristics and location, and adjusting in a logical direction for all significant differences.
2. Statistical principles involve: (a) trying to minimize the standard error of the estimate (unexplained variation); (b) getting a good match of characteristics between the properties analyzed and those the analysis is applied to; (c) obtaining a large and diverse sample; and (d) making adjustments for factors that are significant in explaining variation. Ideal samples may not always be available in the market; and the market search may be limited (like an appraisal) because of time and budget constraints.
3. Administrative considerations recognize that Government housing is usually not located in established communities, and that physical characteristics (such as in historical houses, one-room cabins, lookouts or dormitories) are difficult to match in the market. Government quarters are often found in areas influenced by tourism or boom/bust natural resource development that may produce unreasonable rents. Consistency and relative reasonableness, as well as time and budget constraints must also be taken into consideration.
4. While trade-offs among these three considerations may result in a less than ideal application of any one of the three principles, the goal is still to produce "reasonable" Monthly Base Rental Rates (MBRR) for quarters that are relatively consistent with the local market rents for similar housing, internally consistent and logical from one unit to another, and represent reasonable value to the employee.

## B. MULTIPLE REGRESSION PROCEDURES USED IN RENTAL RATE COMPUTATIONS

There are several reasons for using the regional survey method to arrive at quarters rental rates. These include accuracy, consistency, fairness, cost effectiveness/economy, and the provision in OMB Circular A-45, that regional surveys are the preferred method.

Prior to the use of the regional survey method, quarters Monthly Base Rental Rates (MBRR's) were reset every five years by individually appraising each quarters unit. The appraisal process normally relied upon the use of a small number (2-4) of comparables for each subject Government quarters unit and made logical or market abstracted adjustments to each comparable. In many instances the same comparables were used to establish rental rates for several quarters. Thus the selection of comparables became critical. Individualized appraisals often led to inconsistencies among units in the same area. Many times different agencies, managing similar or identical housing units in the same area, had substantially different rents after analyzing the same rental market. Appraisers valuing several different units using separate sets of comparables and adjustments can also sometimes arrive at rents not logically related to one another. Finally, the appraisal process required a considerable amount of travel, and individualized writing, typing and editing of appraisal reports, which was expensive and very time consuming.

Alternatively, the regional survey method relies upon much larger samples of comparables. These are analyzed, statistically, to objectively determine those factors that are significant in explaining variations in the adjusted rent of each class of comparables. Each class of comparables (houses, apartments and mobile homes) is analyzed separately to determine which locations and physical characteristics are important in explaining the differences in rents among individual rental units and communities. The computer program independently and objectively determines the best set of characteristics (formula) to explain the rental pattern. This formula varies for each survey region and housing class.

The rental rates are based upon an analysis of regional data and local data. The rents in all surveyed communities for each housing class are tested for statistical significance. All significant negative location adjustments are applied to the quarters using that community as their nearest established community. **Positive location (community) adjustments are not applied; so Government housing units near high-rent communities are charged the typical rent for the region as a whole, rather than the typical rent for that high cost location.**

The statistical process used is called forward in-and-out, step-wise multiple regression analysis. It takes all of the variables considered and forms a matrix or grid showing how every variable is related to every other variable (cross-correlation matrix). In this phase of the analysis, significant inventory items relating to the dwelling structure are coded into the computer as variables to be tested for their impact, if any, on rent. The variable to be explained (in this case rent) is called the dependent variable, because its value is determined by that of the other (independent) variables.

In forward in-and-out step-wise multiple regression analysis, the independent variable that explains the most variation in the dependent variable (rent) is selected first by the computer and entered as Step 1. The remaining variation is then recomputed, and the independent variable that explains the largest portion of the remaining variation is selected by the computer and entered as Step 2. As each new variable is added, the

coefficients of all the previously entered variables are recomputed to take into account relationships among the independent variables. If a previously entered variable no longer meets the test of significance, it is removed.

As this procedure uses the variation squared, it is highly sensitive to cases with extreme variations from the norm. Since the purpose of a regional survey is to find the typical rent for housing with certain characteristics, it is useful (and mandatory) to cull comparables with unusually high or low rents that are apparently unrelated to their characteristics. Such non-conforming rentals tend to obscure the typical pattern. To accomplish this culling, the following steps are normally taken.

**Step 1.** A listing of all the comparables is checked to see that the program has proper decodes, that no rental has been entered twice, and that the data is complete for each variable to be tested. The range for each rent class is also checked.

**Step 2.** Regression Run 1 (square foot base formula): The purified data base is analyzed for the best fit of adjusted rent versus square feet and the logarithm of square feet. This comparison is undertaken because square footage in buildings is generally the variable that explains the most variation of adjusted rent. It is also a universal variable (one that applies to all cases) and a continuous variable (one that changes in many small increments).

**Step 3.** A listing is produced which shows by community the rent/predicted rent ratio of each private rental sample. The predicted rent is one computed using the square foot base formula derived in step 2. The purpose of this listing is to screen out individual rentals whose ratios are far out of line relative to other rental comparables in the same community.

**Step 4.** A scattergram of rentals for each class, showing adjusted rent by square feet, is produced to visually display the data. These scattergrams, and the listings produced in Step 3, above, are used to remove samples with unusually high or low rents in each size grouping. A separate variable for each of the remaining communities is then entered into the next step, the full regression analysis, to see if it has a statistically significant location adjustment after other adjustments have been made. This run and a crosstab run of physical features allows for selection of other variables that are significantly represented and widely (geographically) distributed. These variables are turned into dummy (yes/no) and combination variables. Continuous and discrete variables are entered as simple variables, logarithmic transformations, and in logical combinations.

**Step 5. (First Full Regression Run).** The screened samples for each housing class to be analyzed, along with the variables to be tested, are analyzed to find coefficients for the significant variables. The results are checked for logic and cross-correlation; normally only one form of a variable is allowed to stay in the equation. Variables with illogical results are checked to find reasons for such deviation from expected results. Such variables are normally dropped from subsequent regression runs. Sometimes the samples containing such variables are culled; however, that action (culling samples) is uncommon.

**Step 6. (Other Full Regression Runs).** The full regression analysis is rerun without the illogical variables and/or dropped cases. If the end results look reasonable, the coefficients determined by regression analysis are used to compute Monthly Base Rental Rates (MBRR's) for individual Government-furnished quarters.

**Step 7. (Predicted Rent Tables).** The coefficients of each satisfactory regression run are put into a computer program which produces a table of predicted quarters MBRR's. The base values and all possible combinations of adjustments are reviewed to ensure the results are reliable for the full range of values. If not, the cause of the problem is diagnosed and corrected, and the regression analysis is rerun, producing a revised set of coefficients. Then Step 6 is repeated, and a new set of rent tables is produced.

## V. ESTABLISHMENT OF MONTHLY BASE RENTAL RATES (MBRR)

### A. USE OF BASE RENT CHARTS

Although rental computations have been automated, producing Monthly Base Rental Rates (MBRR's) and final Net Rents for most quarters, housing managers should understand the methodology used in determining the rental rates. Therefore, a set of charts has been prepared to allow the manual computation of the MBRR's for each class of rental housing. The charts have been constructed as size/age tables for the three major categories of housing (houses, apartments and mobile homes). By knowing the gross square feet of the livable area (size), the age, and the housing class of a building being used as quarters, one can determine the base rent from the proper table. The charts also contain columns and/or footnotes of rent adjustments, which modify the rent from the size/age table to produce a MBRR for an individual quarters unit. **The value of one refrigerator and one stove is included in the rents listed in Tables 3a-d, 4a-d and 5a-c.** Therefore, if the Government does not provide a refrigerator or a range in the quarters, the value of each non-provided appliance should be subtracted from the monthly rent. The current values of a refrigerator and range are shown in Table 18 of this report, and may be adjusted annually by the QMIS Program Office to reflect changes in the Consumer Price Index (CPI) which may occur following the issuance of this report. In selecting the appropriate rent table, it is important to remember that the **design of the quarters, not its use, determines its category.** Thus, a house or an apartment unit **designed** to be occupied by an individual or a family, but which is actually used to house unrelated individuals, would be valued by the category for which it was designed to be used, rather than as a bunkhouse/dormitory. Where, however, a structure is not designed for occupancy by an individual, or family, or has been substantially modified to house individuals on a dormitory basis, it would be appropriate to apply bunkhouse/dormitory rates. Thus, an unmodified three-bedroom house with a **planned occupancy** of six unrelated individuals (normally two persons per bedroom) would have a rental rate determined by calculating the rental rate for a three-bedroom house and then dividing that rate by six. This rate would change if the number of **planned** occupants changed. If the house were later **structurally modified** to be used as a bunkhouse/dormitory, the rate then would be the dormitory rate.

Based upon information provided by the contractor, deductions from the monthly contract rental rate of each rental sample were made for the contributory costs of utilities, appliances, furnishings and services, provided and included in the contract rent. No deductions were made for central air conditioners, refrigerators or ranges; however, if a refrigerator or range was missing, the value was added to the adjusted rent. Central air conditioners are valued at their contributory value, if any. The resulting adjusted monthly contract rental rate represents the contributory value of the dwelling structure equipped with a refrigerator and a range.

The establishment of final monthly quarters rental charges for houses, apartments, mobile homes and cabins/lookouts requires the addition of charges for Government-provided utilities, services, appliances and furnishings. Conversely, **deductions** are required for the values of ranges and refrigerators when they are not provided by the Government.

There are a total of eleven rental rate charts: four charts for single-family housing, four charts for apartments, and three charts for mobile homes. Instructions for computing rental rates for cabins, bunkhouses and dormitories, transient quarters and trailer spaces are found in Sections V.E, V.F, V.G and V.H, respectively. Because OMB Circular A-45 excludes tents from the definition of "rental quarters," there is no charge for the provision of tents.

The use of the charts is fairly simple. First, find the chart for the category into which the GFQ fits. Next, round the square feet **down** to the nearest hundreds of square feet. Thus, if a unit has 980 square feet, the row labeled 900 SQFT would be used. Then the age should be rounded **up** to the nearest age increment. If the dwelling at issue was built in 1979, its age would be computed as 2002 (the current year) minus 1979 (the year built). Thus, in this instance, the unit is  $2002 - 1979 = 23$  years old; and the column headed by "25 YEARS OLD" should then be followed down to the 900 SQFT row to obtain the size/age adjusted rent.

The rent charts also have various location adjustments, as well as adjustments for physical features such as the number of bathrooms, the type of garage facilities, the condition of the housing, etc. These should be subtracted from, or added to, the size/age adjusted rent, as specified, to determine the MBRR.

When computing the final biweekly rent (net rent) to be paid, the MBRR must be adjusted to include the value of Government-provided related facilities (utilities, appliances, furnishings and services); and the administrative adjustments prescribed in OMB Circular A-45. Use Form DI 1880, Rent Computation Schedule, or similar form as may be used by agencies other than DOI.

Where a dwelling is larger than the highest square footage in the chart pertinent to that unit, use the size/age rent and adjustments of the bottom (largest SQFT) row. This may eliminate the need for some administrative adjustments due to excess size of the housing. If a dwelling is smaller than the smallest square footage, use the lowest square footage listed on the chart.

**The rent for a dwelling with more than 4 bedrooms (3 bedrooms for apartments and mobile homes) is calculated as if the unit had 4 bedrooms (3 bedrooms for apartments and mobile homes). In addition, the carport charge is the same regardless of the size of the carport; and the fireplace charge is the same for one or more fireplaces. For rental calculation purposes a "cap" of 3 bathrooms applies. Therefore, assume 3 bathrooms when applying the bathrooms charge in the rent charts shown in tables 3a-d, 4a-d and 5a-c.**

To assist in the calculation of quarters MBRR's, examples are provided in the following pages. While the rates appearing in the following tables should allow you to establish MBRR's for essentially all of your properties, we recognize that we might not have anticipated all situations and conditions. Therefore, housing managers should use professional discretion to set rates for truly unusual situations. In cases where you must use some other method to establish rates, please notify the National Business Center, Products &

Services, Quarters Operations Office via telephone **303-969-7240** or fax 303-969-7173. You should explain the conditions, the rate used, and your reasoning so that we may anticipate such circumstances in the future. You should retain the documentation for such actions in your files.

## B. SINGLE FAMILY HOUSING

For single-family detached houses, including plexed dwellings and townhouses, use the rental chart which appropriately describes the housing class and the number of bedrooms of the subject quarters. The charts for houses are in tables 3a through 3d.

Assume for example, a 3-bedroom, 1 1/2-bath house, that was built in 1972, and which has a 2-car garage, two fireplaces, a central refrigerated air conditioning system and 1,276 gross square feet of living space. The house, located near Wolf Point, MT, is fair in both exterior and interior condition.

First, the chart for 3-bedroom, good condition, 1 bathroom, houses (Table 3b) should be located and used. These charts are baseline charts, which assume that each house is in good condition inside and outside and has one full bathroom. Therefore, if the house is in good condition inside and outside and has one bathroom, no additional computations are needed. If there is a deviation from either good inside or outside condition or there are less or more bathrooms than one, then the computations must be changed as discussed below. In the first step, Table 3b is selected as the proper chart for 3-bedroom houses. Next, the size (gross finished floor space) should be rounded **down** to the nearest 100 square feet (from 1,276 to 1,200 sqft). Under the column headed "**SQFT**," the figure 1,200 should be located. Further adjustments will be taken from this row.

Finally, the appropriate age column should be selected. The house in this example is  $2002 - 1972 = 30$  years old. The age should be rounded **up** to the next highest age column, which, in this case, is the column headed "**35 YRS OLD**." Follow this column down to the 1,200 square feet row to obtain the size/age "Chart Rent" of \$448.

The first adjustment is the extra bathroom charge. Follow the column headed "**PER EXTRA BATHROOM**" down to the 1,200 SQFT row to find a charge of \$58 for a full extra bathroom. As the house in this example has only 1/2 of an extra bathroom, the adjustment is  $\$58 \times .5$  (1/2 extra bathroom) = \$29.00. Add \$29 to the rent.

The second and third adjustments are made for a fair exterior and a fair interior condition. Follow the column headed "**FAIR EXTERIOR/INTERIOR\***" down to the 1,200 SQFT row. The amount reflects a deduction of \$35 for a house with a fair exterior **and** a deduction of \$35 for a house with a fair interior. Since both the exterior and interior are in fair condition, the total adjustment is \$-70.

The fourth adjustment is for the central refrigerated air conditioning system. Follow the column headed "A/C (REF)" down to the 1,200 SQFT row. The amount reflects an addition of \$42 for central refrigerated air conditioning.

The fifth adjustment is for a two-car garage. Follow the column headed "**GARAGE (PER CAR)**" down to the 1,200 SQFT row. \$25 should be charged for each car the garage is designed to accommodate. Since the house in this example has a 2-car garage, multiply the amount shown for one car (\$25) times 2 to reflect the value of a 2-car garage (2 x \$25 = \$50). Add \$50 to the rent.

The sixth adjustment is made for the fireplace. Follow the column headed "**FIREPLACES**" down to the 1,200 SQFT row. The amount reflects an addition of \$20 for one or more fireplaces. Add \$20 to the rent for the fireplace.

The final adjustment is the community adjustment. The house in this example is located near Wolf Point, MT. The notes beneath the table (see "**COMMUNITY ADJUSTMENTS**") reflect that Wolf Point, MT receives an adjustment of -\$69. As instructed, subtract \$69 from the rent. Community adjustments are given only to communities in which the market rents are **lower** than the regional average level of rents. Communities not listed in the tables have rents, which are equal to or higher than the regional average rent and do not receive community adjustments.

In summary, the adjustments that produce the Monthly Base Rental Rate for the house used in this example are shown below.

Chart Rent (1,200 SQFT/35 yrs. old) .....	\$448.00
Extra Bath Adjustment (.5 X \$58) .....	+ 29.00
Fair Exterior Condition Adjustment .....	- 35.00
Fair Interior Condition Adjustment .....	- 35.00
Central Refrigerated Air Conditioning Adjustment.....	+ 42.00
Garage Adjustment (Per Car X \$25) .....	+ 50.00
Fireplace Adjustment .....	+ 20.00
Community Adjustment (Wolf Point, MT).....	<u>- 69.00</u>
Monthly Base Rent.....	\$450.00









## C. APARTMENTS

For all apartment units, use the rental chart, which appropriately describes the housing class and the number of bedrooms of the subject quarters. The charts for apartments are in Tables 4a through 4d.

Assume a 2-bedroom, 2-bathroom apartment, near Boise, ID with 760 square feet. The exterior is in poor condition; the interior is in fair condition. The apartment, which was built in 1957, is 45 years old (2002 - 1957), has a carport, and central refrigerated air conditioning.

First, the two-bedroom chart for good condition apartments (Table 4b) should be located and used. These charts are baseline charts, which assume that each apartment is in good condition inside and outside and has one full bathroom. Therefore, if the apartment is in good condition inside and outside and has one bathroom, no additional computations are needed. If there is a deviation from either good inside or outside condition or there are less or more bathrooms than one, then the computations must be changed as discussed below. In the first step, Table 4b is selected as the proper chart for 2-bedroom apartments.

In the second step the size (gross living area) is rounded **down** from 760 to 700 square feet. Under the column headed "**SQFT**" the figure 700 should be located. All further adjustments will be taken from this row.

In the third step the appropriate age column is selected. A 45-year old apartment is between 35 and 45 years old; therefore, the "**45 YRS OLD**" column should be used. A two-bedroom apartment, in good condition with 700 square feet of living space (gross), and which is 45 years of age, has a "Chart Rent" of \$352 per month.

The first adjustment is the extra bathroom adjustment charge. Following the 700 SQFT row along to the column headed "**PER EXTRA BATHROOM**" you will find a charge of \$40. To compute the charge for the extra bathroom, multiply 1 (1 extra bath) times \$40 (the extra bath charge). Add \$40 to the rent.

The second and third adjustments are for a poor exterior and a fair interior condition. Follow the 700 SQFT row across the table to the column headed "**POOR EXTERIOR/INTERIOR\***" a deduction of \$20 is shown; and in the next column titled "**FAIR EXTERIOR/INTERIOR\***", a deduction of \$15 is shown. Subtract from the rent \$20 for poor exterior condition, and \$15 for fair interior condition.

The fourth adjustment is for a carport. Beneath the table, under "**STRUCTURAL ADJUSTMENTS**", there is an instruction to add \$20 for a carport of any size. As instructed add \$20 to the rent of this apartment.

The fifth adjustment is for central refrigerated air conditioning. Beneath the table, under "**STRUCTURAL ADJUSTMENTS**," there is an instruction to add \$27 for Central Refrigerated Air Conditioning.

The final adjustment is the community adjustment. The apartment in this example is located near Boise, ID. The notes beneath the table (see "**COMMUNITY ADJUSTMENTS**") show no adjustment for Boise, ID. Therefore, rental values in Boise, ID for apartments are equal to or greater than the regional average. Since positive community adjustments are not applied, no community adjustment is shown for Boise, ID.

The last step is to round the resulting MBRR (Monthly Base Rental Rate) to the nearest whole dollar. Any amount resulting in an amount of \$.50 or greater is rounded up; any amount resulting in an amount of \$.49 or less is rounded down. The decision to round is discretionary.

In summary, the Monthly Base Rental Rate for the apartment in this example is determined as follows:

Chart Rent (700 SQFT/45 years old) .....	\$352.00
Extra Bath Adjustment (1 X \$40).....	+40.00
Poor Exterior Adjustment.....	-20.00
Fair Interior Adjustment.....	-15.00
Carport Adjustment.....	+20.00
Central Refrigerated Air Conditioning Adjustment.....	+27.00
Location Adjustment (Boise, ID) .....	<u>- 00.00</u>
Monthly Base Rental Rate.....	\$404.00

TABLE NO. 4a

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 3 BEDROOM, 1 BATHROOM APARTMENTS

SQFT	5 YRS OLD	15 YRS OLD	25 YRS OLD	35 YRS OLD	45 YRS OLD	55 YRS OLD	75+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER IOR/ INTER IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*	GAR- AGE (ANY SIZE)
600	\$437	\$416	\$395	\$375	\$354	\$333	\$291	\$+34	\$+17	\$-15	\$-20	\$+29
700	\$453	\$432	\$411	\$390	\$369	\$349	\$307	\$+40	\$+17	\$-15	\$-20	\$+29
800	\$468	\$448	\$427	\$406	\$385	\$364	\$323	\$+46	\$+17	\$-15	\$-20	\$+29
900	\$484	\$463	\$442	\$422	\$401	\$380	\$338	\$+51	\$+17	\$-15	\$-20	\$+29
1000	\$500	\$479	\$458	\$437	\$417	\$396	\$354	\$+57	\$+17	\$-15	\$-20	\$+29
1100	\$515	\$495	\$474	\$453	\$432	\$411	\$370	\$+63	\$+17	\$-15	\$-20	\$+29
1200	\$531	\$510	\$490	\$469	\$448	\$427	\$386	\$+68	\$+17	\$-15	\$-20	\$+29
1300	\$547	\$526	\$505	\$484	\$464	\$443	\$401	\$+74	\$+17	\$-15	\$-20	\$+29
1400	\$563	\$542	\$521	\$500	\$479	\$459	\$417	\$+80	\$+17	\$-15	\$-20	\$+29
1500	\$578	\$557	\$537	\$516	\$495	\$474	\$433	\$+86	\$+17	\$-15	\$-20	\$+29
1600	\$594	\$573	\$552	\$532	\$511	\$490	\$448	\$+91	\$+17	\$-15	\$-20	\$+29
1700	\$610	\$589	\$568	\$547	\$526	\$506	\$464	\$+97	\$+17	\$-15	\$-20	\$+29
1800	\$625	\$605	\$584	\$563	\$542	\$521	\$480	\$+103	\$+17	\$-15	\$-20	\$+29

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

CARPORT (ANY SIZE)	ADD \$20	CENTRAL REFRIGERATED AIR CONDITIONING	ADD \$27
FIREPLACE(S)	ADD \$66	CENTRAL EVAPORATIVE AIR CONDITIONING	ADD \$22

COMMUNITY ADJUSTMENTS:

GRANGEVILLE, ID.	-\$44;	OROFINO, ID.	-\$32;	SALMON, ID.	-\$71;	ST. MARIES, ID.	-\$36;
ANACONDA, MT.	-\$11;	COLSTRIP, MT.	-\$95;	CUT BANK, MT.	-\$76;	DEER LODGE, MT.	-\$11;
FORSYTH, MT.	-\$95;						

\*IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

TABLE NO. 4b

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 2 BEDROOM, 1 BATHROOM APARTMENTS

SQFT	5 YRS OLD	15 YRS OLD	25 YRS OLD	35 YRS OLD	45 YRS OLD	55 YRS OLD	75+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER IOR/ INTER IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*	GAR- AGE (ANY SIZE)
400	\$388	\$367	\$346	\$326	\$305	\$284	\$242	\$+23	\$+17	\$-15	\$-20	\$+29
500	\$404	\$383	\$362	\$341	\$320	\$300	\$258	\$+29	\$+17	\$-15	\$-20	\$+29
600	\$419	\$399	\$378	\$357	\$336	\$315	\$274	\$+34	\$+17	\$-15	\$-20	\$+29
700	\$435	\$414	\$393	\$373	\$352	\$331	\$289	\$+40	\$+17	\$-15	\$-20	\$+29
800	\$451	\$430	\$409	\$388	\$368	\$347	\$305	\$+46	\$+17	\$-15	\$-20	\$+29
900	\$466	\$446	\$425	\$404	\$383	\$362	\$321	\$+51	\$+17	\$-15	\$-20	\$+29
1000	\$482	\$461	\$441	\$420	\$399	\$378	\$337	\$+57	\$+17	\$-15	\$-20	\$+29
1100	\$498	\$477	\$456	\$435	\$415	\$394	\$352	\$+63	\$+17	\$-15	\$-20	\$+29
1200	\$514	\$493	\$472	\$451	\$430	\$410	\$368	\$+68	\$+17	\$-15	\$-20	\$+29
1300	\$529	\$508	\$488	\$467	\$446	\$425	\$384	\$+74	\$+17	\$-15	\$-20	\$+29
1400	\$545	\$524	\$503	\$483	\$462	\$441	\$399	\$+80	\$+17	\$-15	\$-20	\$+29
1500	\$561	\$540	\$519	\$498	\$477	\$457	\$415	\$+86	\$+17	\$-15	\$-20	\$+29
1600	\$576	\$556	\$535	\$514	\$493	\$472	\$431	\$+91	\$+17	\$-15	\$-20	\$+29

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

CARPORT (ANY SIZE)	ADD \$20	CENTRAL REFRIGERATED AIR CONDITIONING	ADD \$27
FIREPLACE(S)	ADD \$66	CENTRAL EVAPORATIVE AIR CONDITIONING	ADD \$22

COMMUNITY ADJUSTMENTS:

GRANGEVILLE, ID.	-\$44;	OROFINO, ID.	-\$32;	SALMON, ID.	-\$71;	ST. MARIES, ID.	-\$36;
ANACONDA, MT.	-\$11;	COLSTRIP, MT.	-\$95;	CUT BANK, MT.	-\$76;	DEER LODGE, MT.	-\$11;
FORSYTH, MT.	-\$95;						

\*IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

TABLE NO. 4c

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 1 BEDROOM, 1 BATHROOM APARTMENTS

SQFT	5 YRS OLD	15 YRS OLD	25 YRS OLD	35 YRS OLD	45 YRS OLD	55 YRS OLD	75+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER IOR/ INTER IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*	GAR- AGE (ANY SIZE)
300	\$349	\$329	\$308	\$287	\$266	\$245	\$204	\$+17	\$+17	\$-15	\$-20	\$+29
400	\$365	\$344	\$324	\$303	\$282	\$261	\$220	\$+23	\$+17	\$-15	\$-20	\$+29
500	\$381	\$360	\$339	\$318	\$298	\$277	\$235	\$+29	\$+17	\$-15	\$-20	\$+29
600	\$397	\$376	\$355	\$334	\$313	\$293	\$251	\$+34	\$+17	\$-15	\$-20	\$+29
700	\$412	\$391	\$371	\$350	\$329	\$308	\$267	\$+40	\$+17	\$-15	\$-20	\$+29
800	\$428	\$407	\$386	\$366	\$345	\$324	\$282	\$+46	\$+17	\$-15	\$-20	\$+29
900	\$444	\$423	\$402	\$381	\$360	\$340	\$298	\$+51	\$+17	\$-15	\$-20	\$+29
1000	\$459	\$439	\$418	\$397	\$376	\$355	\$314	\$+57	\$+17	\$-15	\$-20	\$+29
1100	\$475	\$454	\$433	\$413	\$392	\$371	\$329	\$+63	\$+17	\$-15	\$-20	\$+29
1200	\$491	\$470	\$449	\$428	\$408	\$387	\$345	\$+68	\$+17	\$-15	\$-20	\$+29
1300	\$506	\$486	\$465	\$444	\$423	\$402	\$361	\$+74	\$+17	\$-15	\$-20	\$+29
1400	\$522	\$501	\$481	\$460	\$439	\$418	\$377	\$+80	\$+17	\$-15	\$-20	\$+29
1500	\$538	\$517	\$496	\$475	\$455	\$434	\$392	\$+86	\$+17	\$-15	\$-20	\$+29

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

CARPORT (ANY SIZE)	ADD \$20	CENTRAL REFRIGERATED AIR CONDITIONING	ADD \$27
FIREPLACE(S)	ADD \$66	CENTRAL EVAPORATIVE AIR CONDITIONING	ADD \$22

COMMUNITY ADJUSTMENTS:

GRANGEVILLE, ID.	-\$44;	OROFINO, ID.	-\$32;	SALMON, ID.	-\$71;	ST. MARIES, ID.	-\$36;
ANACONDA, MT.	-\$11;	COLSTRIP, MT.	-\$95;	CUT BANK, MT.	-\$76;	DEER LODGE, MT.	-\$11;
FORSYTH, MT.	-\$95;						

\*IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

TABLE NO. 4d

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 0 BEDROOM, 1 BATHROOM APARTMENTS

SQFT	5 YRS OLD	15 YRS OLD	25 YRS OLD	35 YRS OLD	45 YRS OLD	55 YRS OLD	75+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER IOR/ INTER IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*	GAR- AGE (ANY SIZE)
100	\$286	\$265	\$244	\$224	\$203	\$182	\$140	\$+6	\$+17	\$-15	\$-20	\$+29
200	\$302	\$281	\$260	\$239	\$219	\$198	\$156	\$+11	\$+17	\$-15	\$-20	\$+29
300	\$317	\$297	\$276	\$255	\$234	\$213	\$172	\$+17	\$+17	\$-15	\$-20	\$+29
400	\$333	\$312	\$292	\$271	\$250	\$229	\$188	\$+23	\$+17	\$-15	\$-20	\$+29
500	\$349	\$328	\$307	\$286	\$266	\$245	\$203	\$+29	\$+17	\$-15	\$-20	\$+29
600	\$365	\$344	\$323	\$302	\$281	\$261	\$219	\$+34	\$+17	\$-15	\$-20	\$+29
700	\$380	\$359	\$339	\$318	\$297	\$276	\$235	\$+40	\$+17	\$-15	\$-20	\$+29
800	\$396	\$375	\$354	\$334	\$313	\$292	\$250	\$+46	\$+17	\$-15	\$-20	\$+29
900	\$412	\$391	\$370	\$349	\$328	\$308	\$266	\$+51	\$+17	\$-15	\$-20	\$+29
1000	\$427	\$407	\$386	\$365	\$344	\$323	\$282	\$+57	\$+17	\$-15	\$-20	\$+29
1100	\$443	\$422	\$401	\$381	\$360	\$339	\$297	\$+63	\$+17	\$-15	\$-20	\$+29

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

CARPORT (ANY SIZE)	ADD \$20	CENTRAL REFRIGERATED AIR CONDITIONING	ADD \$27
FIREPLACE(S)	ADD \$66	CENTRAL EVAPORATIVE AIR CONDITIONING	ADD \$22

COMMUNITY ADJUSTMENTS:

GRANGEVILLE, ID.	-\$44;	OROFINO, ID.	-\$32;	SALMON, ID.	-\$71;	ST. MARIES, ID.	-\$36;
ANACONDA, MT.	-\$11;	COLSTRIP, MT.	-\$95;	CUT BANK, MT.	-\$76;	DEER LODGE, MT.	-\$11;
FORSYTH, MT.	-\$95;						

\*IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

#### D. MOBILE HOMES, TRAVEL TRAILERS, AND HOUSEBOATS

For these housing classes, use the mobile home base rental charts (Tables 5a-c). To familiarize the reader with these charts, assume a 490 square foot, 1-bedroom mobile home built in 1967 with a 3/4 bathroom. This mobile home is in poor interior and poor exterior condition and is located near Anaconda, MT. The Monthly Base Rental Rate for the mobile home in this example is calculated from Table 5c as follows.

The 1-bedroom chart for good condition mobile homes (Table 5c) should be located and used. This chart is a baseline chart, which assumes that each mobile home is in good condition inside and outside and has one full bathroom. Therefore, if the mobile home is in good condition inside and outside and has one full bathroom, no additional computations are needed. If there is a deviation from either good inside or outside condition or there are less or more bathrooms than one, then the computations must be changed accordingly.

First, locate the table for mobile homes in good condition with *one full bathroom* (Table 5c). Next, the gross square feet of living area should be rounded down to 400 square feet, and the **age** (2002 - 1967 = 35 years) is rounded **up** to 35+ years. The column headed "**SQFT**" is followed **down** to 400. All other adjustments are taken from this row. On this row, under the column headed "**35+ YRS OLD,**" the "Chart Rent" is \$202.

The base rental value of \$202 (computed above) includes the value of one full bathroom. Since the unit in this example has only a 3/4 bathroom, an adjustment must be made for the missing 1/4 bathroom. At the top of the table is a column titled "**PER EXTRA BATHROOM.**" Follow this column down to the 400 SQFT row. A value of \$15 is shown. Multiply this value times .25 (1/4 bathroom) to calculate the value of the missing 1/4 bathroom ( $\$15 \times .25 = \$3.75$ ). Subtract \$3.75 from the rent.

The second and third adjustments are for the condition of the unit. Follow the 400 SQFT row to the column headed "**POOR EXTERIOR/INTERIOR\***"; subtract \$26 for the poor exterior condition and another \$26 for the poor interior condition.

The final adjustment is the community adjustment. The mobile home in this example is located near Anaconda, MT. The notes beneath the table (see "**COMMUNITY ADJUSTMENTS**") show an adjustment of -\$44 for Anaconda, MT. The rental values for mobile homes in Anaconda, MT are much lower than the survey area average. The rent for mobile homes which use Anaconda, MT as the nearest established community should be reduced by \$44.

The Monthly Base Rental Rate for this mobile home is shown below.

Chart Rent (400 SQFT/35+ years old) .....	\$202.00
Bathroom Adjustment (.25 X \$15) .....	- 3.75
Poor Exterior.....	- 26.00
Poor Interior .....	- 26.00
Location Adjustment (Anaconda, MT).....	- <u>44.00</u>
Computed Monthly Base Rental Rate.....	\$102.25
Computed Monthly Base Rental Rate (Rounded) .....	\$102.00
Actual Monthly Base Rental Rate (Minimum Base).....	\$120.00

Note: In this example, the Monthly Base Rental Rate computes to \$102.00, which is less than the \$120.00 minimum Monthly Base Rental Rate for the Idaho/Montana Survey Region (refer to the footnotes on each rent table for the minimum base rent). Therefore, the Monthly Base Rental Rate for the mobile home in this example will be set at \$120.00. Keep in mind that the *Monthly Base Rental Rate* is different from the minimum monthly *final rent*. Thus, \$120.00 is not the minimum final rent possible.

TABLE NO. 5a

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 3 BEDROOM, 1 BATHROOM MOBILE HOMES

SQFT	5 YRS OLD	10 YRS OLD	15 YRS OLD	20 YRS OLD	25 YRS OLD	30 YRS OLD	35+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER- IOR/ INTER- IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*
400	\$376	\$342	\$319	\$303	\$290	\$279	\$270	\$+15	\$+15	\$-21	\$-26
500	\$380	\$345	\$323	\$307	\$294	\$283	\$273	\$+19	\$+15	\$-21	\$-26
600	\$384	\$349	\$327	\$310	\$297	\$286	\$277	\$+22	\$+15	\$-21	\$-26
700	\$387	\$353	\$331	\$314	\$301	\$290	\$281	\$+26	\$+15	\$-21	\$-26
800	\$391	\$357	\$334	\$318	\$305	\$294	\$285	\$+30	\$+15	\$-21	\$-26
900	\$395	\$360	\$338	\$321	\$308	\$297	\$288	\$+33	\$+15	\$-21	\$-26
1000	\$398	\$364	\$342	\$325	\$312	\$301	\$292	\$+37	\$+15	\$-21	\$-26
1100	\$402	\$368	\$345	\$329	\$316	\$305	\$296	\$+41	\$+15	\$-21	\$-26
1200	\$406	\$371	\$349	\$333	\$319	\$309	\$299	\$+44	\$+15	\$-21	\$-26
1300	\$410	\$375	\$353	\$336	\$323	\$312	\$303	\$+48	\$+15	\$-21	\$-26
1400	\$413	\$379	\$356	\$340	\$327	\$316	\$307	\$+52	\$+15	\$-21	\$-26
1500	\$417	\$382	\$360	\$344	\$331	\$320	\$310	\$+56	\$+15	\$-21	\$-26
1600	\$421	\$386	\$364	\$347	\$334	\$323	\$314	\$+59	\$+15	\$-21	\$-26

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

GARAGE (ANY SIZE):	ADD	\$25
CARPORT (ANY SIZE):	ADD	\$20
CENTRAL REFRIGERATED AIR CONDITIONING	ADD	\$25
CENTRAL EVAPORATIVE AIR CONDITIONING	ADD	\$20
FIRPLACE(S)	ADD	\$36

COMMUNITY ADJUSTMENTS:

BLACKFOOT, ID.	-\$15;	MONTPELIER, ID.	-\$53;	OSBURN, ID.	-\$33;	REXBURG, ID.	-\$16;
ST. ANTHONY, ID.	-\$69;	ANACONDA, MT.	-\$44;	BAKER, MT.	-\$68;	CHOTEAU, MT.	-\$41;
COLSTRIP, MT.	-\$75;	CUT BANK, MT.	-\$46;	DEER LODGE, MT.	-\$44;	FORSYTH, MT.	-\$75;
HARDIN, MT.	-\$70;	MILES CITY, MT.	-\$68;	POLSON, MT.	-\$37;	RONAN, MT.	-\$37;
BAKER CITY, OR.	-\$32;	LOVELL, WY.	-\$82;				

\* - IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

TABLE NO. 5b

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 2 BEDROOM, 1 BATHROOM MOBILE HOMES

SQFT	5 YRS OLD	10 YRS OLD	15 YRS OLD	20 YRS OLD	25 YRS OLD	30 YRS OLD	35+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER- IOR/ INTER- IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*
400	\$342	\$308	\$285	\$269	\$256	\$245	\$236	\$+15	\$+15	\$-21	\$-26
500	\$346	\$311	\$289	\$273	\$260	\$249	\$239	\$+19	\$+15	\$-21	\$-26
600	\$350	\$315	\$293	\$276	\$263	\$252	\$243	\$+22	\$+15	\$-21	\$-26
700	\$353	\$319	\$297	\$280	\$267	\$256	\$247	\$+26	\$+15	\$-21	\$-26
800	\$357	\$323	\$300	\$284	\$271	\$260	\$251	\$+30	\$+15	\$-21	\$-26
900	\$361	\$326	\$304	\$287	\$274	\$263	\$254	\$+33	\$+15	\$-21	\$-26
1000	\$364	\$330	\$308	\$291	\$278	\$267	\$258	\$+37	\$+15	\$-21	\$-26
1100	\$368	\$334	\$311	\$295	\$282	\$271	\$262	\$+41	\$+15	\$-21	\$-26
1200	\$372	\$337	\$315	\$299	\$285	\$275	\$265	\$+44	\$+15	\$-21	\$-26
1300	\$376	\$341	\$319	\$302	\$289	\$278	\$269	\$+48	\$+15	\$-21	\$-26
1400	\$379	\$345	\$322	\$306	\$293	\$282	\$273	\$+52	\$+15	\$-21	\$-26
1500	\$383	\$348	\$326	\$310	\$297	\$286	\$276	\$+56	\$+15	\$-21	\$-26

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

GARAGE (ANY SIZE):	ADD	\$25
CARPORT (ANY SIZE):	ADD	\$20
CENTRAL REFRIGERATED AIR CONDITIONING	ADD	\$25
CENTRAL EVAPORATIVE AIR CONDITIONING	ADD	\$20
FIRPLACE(S)	ADD	\$36

COMMUNITY ADJUSTMENTS:

BLACKFOOT, ID.	-\$15;	MONTPELIER, ID.	-\$53;	OSBURN, ID.	-\$33;	REXBURG, ID.	-\$16;
ST. ANTHONY, ID.	-\$69;	ANACONDA, MT.	-\$44;	BAKER, MT.	-\$68;	CHOTEAU, MT.	-\$41;
COLSTRIP, MT.	-\$75;	CUT BANK, MT.	-\$46;	DEER LODGE, MT.	-\$44;	FORSYTH, MT.	-\$75;
HARDIN, MT.	-\$70;	MILES CITY, MT.	-\$68;	POLSON, MT.	-\$37;	RONAN, MT.	-\$37;
BAKER CITY, OR.	-\$32;	LOVELL, WY.	-\$82;				

\* - IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

TABLE NO. 5c

THE IDAHO/MONTANA QUARTERS MONTHLY BASE RENT CHART  
FOR GOOD CONDITION 1 BEDROOM, 1 BATHROOM MOBILE HOMES

SQFT	5 YRS OLD	10 YRS OLD	15 YRS OLD	20 YRS OLD	25 YRS OLD	30 YRS OLD	35+ YRS OLD	PER EXTRA BATH ROOM	EXCEL EXTER- IOR/ INTER- IOR*	FAIR EXTER- IOR/ INTER- IOR*	POOR EXTER- IOR/ INTER- IOR*
100	\$297	\$263	\$240	\$224	\$211	\$200	\$191	\$+4	\$+15	\$-21	\$-26
200	\$301	\$266	\$244	\$228	\$214	\$204	\$194	\$+7	\$+15	\$-21	\$-26
300	\$305	\$270	\$248	\$231	\$218	\$207	\$198	\$+11	\$+15	\$-21	\$-26
400	\$308	\$274	\$251	\$235	\$222	\$211	\$202	\$+15	\$+15	\$-21	\$-26
500	\$312	\$277	\$255	\$239	\$226	\$215	\$205	\$+19	\$+15	\$-21	\$-26
600	\$316	\$281	\$259	\$242	\$229	\$218	\$209	\$+22	\$+15	\$-21	\$-26
700	\$319	\$285	\$263	\$246	\$233	\$222	\$213	\$+26	\$+15	\$-21	\$-26
800	\$323	\$289	\$266	\$250	\$237	\$226	\$217	\$+30	\$+15	\$-21	\$-26
900	\$327	\$292	\$270	\$253	\$240	\$229	\$220	\$+33	\$+15	\$-21	\$-26
1000	\$330	\$296	\$274	\$257	\$244	\$233	\$224	\$+37	\$+15	\$-21	\$-26
1100	\$334	\$300	\$277	\$261	\$248	\$237	\$228	\$+41	\$+15	\$-21	\$-26
1200	\$338	\$303	\$281	\$265	\$251	\$241	\$231	\$+44	\$+15	\$-21	\$-26

ADDITIONAL ADJUSTMENTS:

STRUCTURAL ADJUSTMENTS:

GARAGE (ANY SIZE):	ADD	\$25
CARPORT (ANY SIZE):	ADD	\$20
CENTRAL REFRIGERATED AIR CONDITIONING	ADD	\$25
CENTRAL EVAPORATIVE AIR CONDITIONING	ADD	\$20
FIRPLACE(S)	ADD	\$36

COMMUNITY ADJUSTMENTS:

BLACKFOOT, ID.	-\$15;	MONTPELIER, ID.	-\$53;	OSBURN, ID.	-\$33;	REXBURG, ID.	-\$16;
ST. ANTHONY, ID.	-\$69;	ANACONDA, MT.	-\$44;	BAKER, MT.	-\$68;	CHOTEAU, MT.	-\$41;
COLSTRIP, MT.	-\$75;	CUT BANK, MT.	-\$46;	DEER LODGE, MT.	-\$44;	FORSYTH, MT.	-\$75;
HARDIN, MT.	-\$70;	MILES CITY, MT.	-\$68;	POLSON, MT.	-\$37;	RONAN, MT.	-\$37;
BAKER CITY, OR.	-\$32;	LOVELL, WY.	-\$82;				

\* - IF BOTH THE EXTERIOR AND INTERIOR ARE IN THIS CONDITION, APPLY THIS FACTOR TWICE.

REGARDLESS OF ADJUSTMENTS, THE MINIMUM BASE RENT IS \$120 PER MONTH.

THE APPROPRIATE CPI FACTOR SHOULD BE APPLIED AFTER COMPLETING THE ABOVE ADJUSTMENTS.

## E. CABINS OR LOOKOUTS

For purposes of rental rate establishment, the rental housing class most comparable to cabins or lookouts would be 1-bedroom, single-family houses, regardless of the number of bedrooms in the cabin. One-bedroom, single-family rental houses generally consist of smaller and older housing units. Where the cabins or lookouts are outfitted for housekeeping, and contain an independent primary heating system, the rental rates (including all applicable adjustments) are determined by using the 1-bedroom house chart (i.e. Table 3d).

Where a cabin or lookout lacks full housekeeping facilities (including running water, an inside heated bathroom, or a central heating system), additional adjustments (shown below) must be made to the Monthly Base Rental Rate. A free standing stove without a fan, or a fireplace does not qualify as a central primary heating system. These adjustments are designed to take into consideration the inconvenience resulting from the lack of full housekeeping facilities. However, the adjusted monthly base rental rate may not be set below the minimum monthly base rent of \$120.

. No Electricity =	- 20%
. No Inside Bathroom =	- 20%
. No Running Water =	- 20%
. No Central Heating System =	- 15% (*)
. Less Than Two Rooms (One-Room Cabin or Lookout) =	- 10%

(\*) Applied only if used during the heating season.

## F. BUNKHOUSE AND DORMITORIES

Bunkhouses and dormitories should only include housing units that have been specifically constructed or modified for use as bunkhouses or dormitories. Single-family houses, apartments or mobile homes that are **used** as dormitories or bunkhouses, must be valued as what they are (houses, apartments or mobile homes), with the rent divided by the number of **planned** occupants (normally 2 per bedroom).

Dormitory or bunkhouse units typically lack either a living room or kitchen, or have common baths and kitchens serving many people. Many also have multiple bunk beds in large ward-like rooms. Such housing units pose a valuation problem, as they are normally found only in association with institutions such as the military or colleges, of which its occupants are members. Since these institutions do not typically rent to the public at large, one cannot obtain an arms-length market rent.

Under circumstances where there is a lack of comparable rental data, OMB Circular A-45 provides that rental rates may be established using an extension of the Principle of Comparability. Under this procedure, rental rates are established using the most comparable rental housing available, and the rate is essentially 50 percent of the average house rent.

During the February, 1994 National Quarters Conference, the National Quarters Council decided that one aggregate monthly rate should be established for **all** dormitories in a survey region. This aggregate dormitory rate, which includes the value of Government-provided utilities, furnishings and services, was determined as follows. An analysis of the comparables used in this survey found that the average single-family house had 1,130 square feet of finished floor space, 2.5 bedrooms and an average monthly-adjusted contract rent of \$528. By applying an extension of the Principle of Comparability, the Base Shelter Rental Rate (BSRR) for bunkhouses and dormitories is calculated as shown below.

During the 2002 National Quarters Conference, the National Quarters Council reviewed different dormitory costing methods for the newer types of dormitories being built by some agencies. In researching new and existing dormitory models it was found the majority of the dormitories plan to house two occupants per room, which the current costing methodology is based upon. In addition, most occupants in dormitories share both a kitchen and bathroom. Based on these factors the Council decided to continue using the current costing methodology.

$$\text{Average adjusted contract rent} \times .5 = \$528 \times .5 = \$264.00$$

$$\$264.00 / (\text{average \# of bedrooms} \times 2 \text{ occupants per bedroom})$$

$$\$264.00 / (2.5 \text{ bedrooms} \times 2 \text{ occupants}) = \$264.00 / 5 = \$52.80 \text{ per month/per occupant.}$$

Charges were then added to this rate for utilities, services and furnishings that are provided by the Government. The aggregate value of these items was based on a study of the rates prevailing in the regional survey area. These charges were prorated based upon a 1,130 square foot, 2.5 bedrooms, single-family house occupied by 2 people per bedroom. The aggregate charge for these related facilities is \$40.88.

Monthly, weekly, and daily bunkhouse and dormitory rates are computed as follows.

TABLE 6 BUNKHOUSE/DORMITORY RENTS

IDAHO/MONTANA

Monthly Charge

Dormitory Rate .....	\$52.80
Related Facilities Charges .....	<u>\$40.88</u>
MBRR .....	\$93.70 (Rounded)

Bi-Weekly Charge

To convert to bi-weekly rate  
multiply MBRR by .4615 and  
round to nearest five cents .....\$43.25

Weekly Charge

To convert to weekly rate  
multiply MBRR by .2308 and  
round to nearest five cents .....\$21.65

Daily Charge

To convert to daily rate  
multiply MBRR by .0333 and  
round to nearest five cents .....\$3.10

Note: An administrative adjustment of -10% is permitted if 3 or more people must share a bedroom or sleeping area. Also, an administrative adjustment of -10% is permitted for dormitories that lack kitchen or cooking facilities.

## G. TRANSIENT QUARTERS

Transient quarters are those that are occupied on a transient basis, normally for a period of 90 days or less. Government provided transient quarters offer a range of accommodations. At some locations kitchen facilities, private telephones and private bathrooms may be available; at others, they are not provided. At some locations, maid service is provided (with varying degrees of frequency); at other locations, employees are "issued" bedding and other domestic items, and must take care of their own house keeping arrangements.

Given the diversity of facilities and services associated with Government-provided transient quarters, the QMIS National Quarters Council determined that private housing, comparable to Government transient quarters, generally does not exist. Accordingly, the rental charges for transient quarters have been established by extending the principle of comparability, as provided in OMB Circular A-45.

Essentially, the rental charge for transient quarters is the sum of the monthly dormitory rate (see Table 6); a monthly charge for maid service (Table 18); and a 20 percent administrative/service charge required by OMB Circular A-45 paragraph 7.c (4)(a). Monthly, weekly and daily charges for transient quarters are shown, below, in Table 7.

TABLE 7 TRANSIENT QUARTERS RENTS

Dormitory BSRR .....	\$52.80
Related Facilities Charges (Table 6) .....	40.88
Maid Service (Table 18) .....	<u>67.75</u>
Subtotal .....	\$161.45
Administrative Charge (OMB Cir. A-45) .....	<u>x 1.20</u>
Total (Rounded).....	\$193.74
Monthly Charge (Rounded) .....	\$193.75
Bi-Weekly Charge (\$193.75 x .4615 Rounded) .....	\$89.40
Weekly Charge (\$193.75 x .2308 Rounded).....	\$44.70
Daily Charge (\$193.75 x .0333 Rounded) .....	\$6.45

## H. TRAILER SPACES

During the course of the survey, trailer pads were surveyed in a wide variety of mobile home parks and varied widely in physical characteristics, utilities, rents, and geographical location.

A simplified analysis of this data was done. The value of related facilities in the contract rent was subtracted to arrive at an adjusted rent. After excluding extreme outliers, the average adjusted rent was determined for the remaining samples.

The average adjusted rent was then divided into the actual rent of each remaining sample. Those communities where the adjusted contract rents were significantly lower than the average rent for the region were given their typical adjusted rents. The rental rates of trailer pads in all other communities were established at the survey average rental level for the region.

During the February, 1993 National Quarters Conference, the National Quarters Officers of the agencies that participate in the Quarters Management Program agreed to assess the same monthly base rental rate (the rate for a single-wide space) for **all** GFQ trailer spaces. This is because most employees do not own/occupy doublewide mobile homes, and because the market differences are negligible.

To determine the trailer pad Monthly Base Rental Rate, use the applicable rate contained in Table 8. Do not use the rates in Table 8 if the trailer pad is occupied by a Government-owned or leased mobile home, as the land rent is already included in the base rent for all improved quarters.

If, as an example, the trailer pad were occupied by a tenant-owned mobile home located near Burley, ID, the base rent for this pad would be \$109 per month. If, for another example, the trailer space were located near Ronan, MT, the base rental rate for this pad would be \$116 (the "All Other Locations" charge). No other adjustments are made for physical characteristics such as the date the trailer pad was installed, the front or square footage, or the total number of sites at that location.

However, all appropriate administrative adjustments (such as amenity and isolation adjustments), as well as all charges for Government provided related facilities (such as utilities and furnishings) should be applied to the Monthly Base Rental Rates in Table 8 to determine the monthly net rental charge.

TABLE 8 TRAILER SPACES - MONTHLY BASE RENTAL RATES

<u>COMMUNITIES</u>	<u>MONTHLY BASE RENTAL RATES</u>
IDAHO	
Blackfoot, ID	\$109
Burley, ID	\$109
Grangeville, ID	\$86
Orofino, ID	\$97
Osburn, ID	\$85
Rexburg, ID	\$89
Rupert, ID	\$109
Salmon, ID	\$90
St. Anthony, ID	\$86
St. Maries, ID	\$90
Soda Springs, ID	\$115
Twin Falls, ID	\$109
MONTANA	
Anaconda, MT	\$100
Baker, MT	\$73
Cut Bank, MT	\$96
Deer Lodge, MT	\$100
Dillon, MT	\$96
Libby, MT	\$71
Miles City, MT	\$73
Shelby, MT	\$93
Townsend, MT	\$95
WYOMING	
Lovell, WY	\$80
ALL OTHER LOCATIONS	\$116

## I. OBSOLETE QUARTERS

OMB Circular A-45 revised October 20, 1993 excludes from the term rental quarters ". . . housing which due to extreme deterioration is unsuitable for occupancy except in exigent circumstances. . . ." The net effect of this change means there will be no base rental rate for obsolete quarters. However, assessments will be made for utilities, furnishings, appliances and any other services that are provided by the Government.

The Department of the Interior Quarters Handbook (DQH), and the regulations of other QMIS program participants, provide that housing used as employee quarters must be safe, sanitary, and energy efficient. Where housing is in obsolete condition, it is by definition unfit for use as employee housing, and should be renovated, replaced, destroyed or used for non-residential purposes. Section 7.3A of the DQH also provides that the appropriate Program Assistant Secretary, or his/her designee (Bureau Head), may authorize temporary occupancy (for a period not to exceed one year), pending rehabilitation or replacement action where sufficient written justification is provided.

## VI. CHARGES FOR UTILITIES, APPLIANCES AND RELATED SERVICES

### A. BACKGROUND

OMB Circular A-45 requires that, whenever possible, utilities should be provided by a private company and billed directly to quarters occupants. Where Government-furnished utilities are provided, they should be metered or measured. When Government-furnished utilities are not metered or measured, consumption will be determined from an analysis of the average amounts of utilities used in comparable private housing in the nearest established community or survey area. **Where the Government furnishes utilities, and where the quarters rental rates are established by the regional survey method, the utility rates shall be the regional average utility rates prescribed in this report - not the rates prevailing in the nearest established community.**

The regional average utility rates contained in this report include all applicable delivery charges, adjustments, taxes and surcharges. Charges for Government-provided appliances, services and furnishings will be based upon nationwide average costs.

The following sections of this report detail the consumption and cost data to be used in the circumstances described above. The cost data in this report will be updated by the QMIS Program Office each year and distributed with the Consumer Price Index (CPI) adjustment that takes effect each year.

## B. ENERGY CONSUMPTION STUDY

1. **General.** Energy consumption estimates are required where the Government furnishes the space heating or cooling fuel and the electricity, and where consumption is neither metered nor measured. In such instances, average energy consumption must be estimated and the Government must assess a charge based on private sector energy costs in the survey area. No methodology for estimating energy consumption can exactly predict the amounts of energy needed to heat or cool specific dwellings. Precise consumption measurements are possible only when metering is used. However, the methodology used in this report will yield **reasonable** estimates of the heating and cooling energy consumption requirements of unmetered dwellings. The methodology employed in this section was contractor-developed. For this report, however, the contractor-provided tables and conversion charts have been reformatted, and the methodology has been restated to simplify the process of estimating energy consumption requirements. The unit costs for various fuel types and for electricity (e.g., the cost per gallon for fuel oil and propane; the cost per MCF (1,000 cubic feet) for natural gas; and the cost per Kwh for electricity) are regional averages of the unit fuel/electricity prices gathered by the contractor in each community surveyed.
  
2. **Housing Prototypes.** For the Idaho/Montana energy study, estimates of the heating and cooling energy requirements were prepared for each of the following six prototypical housing units.
  - Type I** - Single family, one story, no basement
  
  - Type II** - Single family, one story, full basement
  
  - Type III** - Single family, two story, no basement
  
  - Type IV** - Single family, two story, full basement
  
  - Type V** - Apartment unit
  
  - Type VI** - Mobile Home
  
3. **Assumptions.** For each of the housing prototypes, the following assumptions were made:
  - a. Location. - The housing is located in Boise, ID.
  
  - b. R values. - Each housing type has the R values of insulation in floors, walls, and ceilings recommended in the HUD Minimum Property Standards (HUD-MPS) for the Boise, ID area.
  
  - c. Occupants. - The housing contains an average compliment of occupants who are energy conscious (one person per 500 feet of floor space was assumed).
  
  - d. All measurements are of finished living space only and are based upon exterior dimensions.
  
  - e. Condition. - The housing is in good condition.

- f. Building shape. - A rectangular shape with a ratio of 2:1 was established. This provides more building skin than a square configuration therefore, the rectangular shape yields a conservative estimate of skin loads.
  - g. Window area. - A window area of 10 percent of wall area was used to match UBC (Uniform Building Code) minimum window area standards.
  - h. Roof type. - A flat or pitched roof with ceiling insulation was assumed in all cases.
  - i. Air changes. - 1.5 air changes per hour was established as representing a conservative estimate of air changes in residential applications.
  - j. Perimeter loss. - Approximately 10 percent of overall building load is attributed to the slab on grade floors with rigid insulation to a value of R-6.
4. Using the above assumptions, infiltration factors developed by the Department of Energy, R values, building dimensions, and cooling and heating degree days, a contractor has formulated methodologies for estimating British Thermal Unit (BTU) and kilowatt hour (Kwh) consumption rates, and costs, for heating and cooling. The relevant portions of the methodology are explained below.

#### C. SPACE HEATING (FOSSIL FUEL) CONSUMPTION/COST CALCULATIONS

To illustrate the procedure for calculating the cost of heating with fossil fuel, a single story 1,850 square foot house, with no basement, located near Orofino, ID will be used as an example.

1. The first step is to select from among Tables 9a through 9f, the table that most closely describes the quarters unit at issue. In this case, Table 9a is for a 1-story, single-family house with a partial (50 percent or less) or no basement (Prototype I). When determining the prototype, use the total basement (finished and unfinished) square footage. Unfinished space is only considered when determining the prototype. It is never used when using a rent setting or consumption chart. Table 9a should be selected in this example.
2. The second step is to determine the number of BTU's consumed **annually** for heating the house used in this example. Select from Table 9a the annual MBTU (million BTU's) consumption appropriate for the heating degree days (HDD's) and the gross **finished** square footage of the house in this example. Use the table as shown below.
  - a. Find the number of HDD's for the established community near which the quarters are located. Table 10 contains the HDD's for the nearest established communities in the Idaho/Montana survey region; this table shows that Orofino, ID has 5,712 HDD's. In Table 9a, 5,712 HDD's lies between the columns headed "**5,500**" and "**6,000.**" Round 5,712 HDD's down to 5,500 HDD's.
  - b. In Table 9a, 1,850 square feet (the size of the house used in the example) lies between 1,800 and 2,000 square feet; round 1,850 down to 1,800 square feet.
  - c. From Table 9a (1,800 square feet and 5,500 HDD's) the annual MBTU consumption rate is 78.6 MBTU's.
3. The third step is to calculate the amount of fossil fuel needed to produce 78.6 MBTU's. Table 11 shows the amount of fossil fuel needed to produce 1 MBTU. The total amount of heating fuel required to produce

78.6 MBTU's is computed by multiplying the appropriate fuel factor in Table 11 by the number of MBTU's. In this case the fuel required is:

**Natural gas:** 78.6 MBTU's x 1 MCF = 78.6 MCF.  
**Propane:** 78.6 MBTU's x 10.2 gallons = 801.72 gallons  
**Fuel oil:** 78.6 MBTU's x 7.04 gallons = 553.34 gallons

- The fourth step is to calculate the annual cost of the fuel consumed. This can be done by multiplying the annual fuel consumption by the unit fuel charges shown in Table 12. Following this procedure, the charge for fuel consumed annually to produce 78.6 MBTU's is:

**Natural gas:** 78.6 MCF x \$6.17 (per MCF) = \$484.96  
**Propane:** 801.72 gallons x \$1.00(per gallon) = \$801.72  
**Fuel oil:** 553.34 gallons x \$1.02 (per gallon) = \$564.41

- The fifth step is to calculate the monthly charge for fossil heating fuel. This is done simply by dividing the annual charges (above) by 12 (months). In this manner the monthly charges are: natural gas = \$40.41; propane = \$66.81 and fuel oil = \$47.03.
- The final step is to multiply the monthly charge (computed in step 5 above) by the appropriate HUD MPS Heating Zone conversion factor (Table 13). In order to use Table 13, it is first necessary to determine the HUD MPS Zone for the community at issue (Orofino, ID). Table 10 shows the HUD MPS Zones for the nearest established communities located within the Idaho/Montana survey region. From Table 10, it can be seen that Orofino, ID is in MPS Zone 8. The conversion factor can now be found in Table 13. The conversion factor for a single story dwelling with no basement (Prototype I) in HUD MPS Zone 8 is .90. Multiply the monthly charges determined in step 5 above by .90 (the conversion factor). In this manner, the heating fuel charge can be computed for any quarters unit in any community or location. In this example, the final monthly fossil fuel heating costs are \$36.37 (\$40.41 x .90) for natural gas, \$60.13 (\$66.81 x .90) for propane and \$42.33 (\$47.03 x .90) for fuel oil.

The above example pertained to a single story dwelling with a partial (50 percent or less) or no basement. When calculating the heating fuel charge for a different type of housing (including apartments and mobile homes), use the Table (9a through f) which most closely describes the quarters unit to compute the annual MBTU consumption.

TABLE 9a ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE I  
 Single Family, One Story, Partial (Less Than 50%) or No Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	4.0	4.8	5.6	6.3	7.1	7.9	8.7	9.5	10.3	11.1	11.9	12.7	13.5	14.3	15.1	15.9
400	7.9	9.5	11.1	12.7	14.3	15.9	17.5	19.0	20.6	22.2	23.8	25.4	27.0	28.6	30.2	31.7
600	11.9	14.3	16.7	19.0	21.4	23.8	26.2	28.6	31.0	33.3	35.7	38.1	40.5	42.9	45.2	47.6
800	15.9	19.0	22.2	25.4	28.6	31.7	34.9	38.1	41.3	44.4	47.6	50.8	54.0	57.1	60.3	63.5
1000	19.8	23.8	27.8	31.7	35.7	39.7	43.6	47.6	51.6	55.6	59.5	63.5	67.5	71.4	75.4	79.4
1200	23.8	28.6	33.3	38.1	42.9	47.6	52.4	57.1	61.9	66.7	71.4	76.2	80.9	85.7	90.5	95.2
1400	27.8	33.3	38.9	44.4	50.0	55.6	61.1	66.7	72.2	77.8	83.3	88.9	94.4	100.0	105.6	111.1
1600	31.7	38.1	44.4	50.8	57.1	63.5	69.8	76.2	82.5	88.9	95.2	101.6	107.9	114.3	120.6	127.0
1800	35.7	42.9	50.0	57.1	64.3	71.4	78.6	85.7	92.9	100.0	107.1	114.3	121.4	128.6	135.7	142.9
2000	39.7	47.6	55.6	63.5	71.4	79.4	87.3	95.2	103.2	111.1	119.0	127.0	134.9	142.9	150.8	158.7
2200	43.6	52.4	61.1	69.8	78.6	87.3	96.0	104.8	113.5	122.2	130.9	139.7	148.4	157.1	165.9	174.6
2400	47.6	57.1	66.7	76.2	85.7	95.2	104.8	114.3	123.8	133.3	142.9	152.4	161.9	171.4	180.9	190.5
2600	51.6	61.9	72.2	82.5	92.9	103.2	113.5	123.8	134.1	144.4	154.8	165.1	175.4	185.7	196.0	206.3
2800	55.6	66.7	77.8	88.9	100.0	111.1	122.2	133.3	144.4	155.6	166.7	177.8	188.9	200.0	211.1	222.2
3000	59.5	71.4	83.3	95.2	107.1	119.0	130.9	142.9	154.8	166.7	178.6	190.5	202.4	214.3	226.2	238.1

TABLE 9b ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE II  
Single Family, Single Story, Full Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	3.1	3.7	4.3	4.9	5.5	6.1	6.7	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.7	12.3
400	6.1	7.4	8.6	9.8	11.0	12.3	13.5	14.7	15.9	17.2	18.4	19.6	20.9	22.1	23.3	24.5
600	9.2	11.0	12.9	14.7	16.6	18.4	20.2	22.1	23.9	25.8	27.6	29.4	31.3	33.1	35.0	36.8
800	12.3	14.7	17.2	19.6	22.1	24.5	27.0	29.4	31.9	34.3	36.8	39.3	41.7	44.2	46.6	49.1
1000	15.3	18.4	21.5	24.5	27.6	30.7	33.7	36.8	39.9	42.9	46.0	49.1	52.1	55.2	58.3	61.3
1200	18.4	22.1	25.8	29.4	33.1	36.8	40.5	44.2	47.8	51.5	55.2	58.9	62.6	66.2	69.9	73.6
1400	21.5	25.8	30.1	34.3	38.6	42.9	47.2	51.5	55.8	60.1	64.4	68.7	73.0	77.3	81.6	85.9
1600	24.5	29.4	34.3	39.3	44.2	49.1	54.0	58.9	63.8	68.7	73.6	78.5	83.4	88.3	93.2	98.1
1800	27.6	33.1	38.6	44.2	49.7	55.2	60.7	66.2	71.8	77.3	82.8	88.3	93.8	99.4	104.9	110.4
2000	30.7	36.8	42.9	49.1	55.2	61.3	67.5	73.6	79.7	85.9	92.0	98.1	104.3	110.4	116.5	122.7
2200	33.7	40.5	47.2	54.0	60.7	67.5	74.2	81.0	87.7	94.5	101.2	108.0	114.7	121.4	128.2	134.9
2400	36.8	44.2	51.5	58.9	66.2	73.6	81.0	88.3	95.7	103.0	110.4	117.8	125.1	132.5	139.8	147.2
2600	39.9	47.8	55.8	63.8	71.8	79.7	87.7	95.7	103.7	111.6	119.6	127.6	135.6	143.5	151.5	159.5
2800	42.9	51.5	60.1	68.7	77.3	85.9	94.5	103.0	111.6	120.2	128.8	137.4	146.0	154.6	163.2	171.7
3000	46.0	55.2	64.4	73.6	82.8	92.0	101.2	110.4	119.6	128.8	138.0	147.2	156.4	165.6	174.8	184.0

TABLE 9c ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE III  
 Single Family, Two Story, Partial (Less Than 50%) or No Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	3.5	4.1	4.8	5.5	6.2	6.9	7.6	8.3	9.0	9.7	10.4	11.1	11.8	12.4	13.1	13.8
400	6.9	8.3	9.7	11.1	12.4	13.8	15.2	16.6	18.0	19.4	20.7	22.1	23.5	24.9	26.3	27.6
600	10.4	12.4	14.5	16.6	18.7	20.7	22.8	24.9	27.0	29.0	31.1	33.2	35.3	37.3	39.4	41.5
800	13.8	16.6	19.4	22.1	24.9	27.6	30.4	33.2	35.9	38.7	41.5	44.2	47.0	49.8	52.5	55.3
1000	17.3	20.7	24.2	27.6	31.1	34.6	38.0	41.5	44.9	48.4	51.8	55.3	58.8	62.2	65.7	69.1
1200	20.7	24.9	29.0	33.2	37.3	41.5	45.6	49.8	53.9	58.1	62.2	66.4	70.5	74.7	78.8	82.9
1400	24.2	29.0	33.9	38.7	43.5	48.4	53.2	58.1	62.9	67.7	72.6	77.4	82.3	87.1	91.9	96.8
1600	27.6	33.2	38.7	44.2	49.8	55.3	60.8	66.4	71.9	77.4	82.9	88.5	94.0	99.5	105.1	110.6
1800	31.1	37.3	43.5	49.8	56.0	62.2	68.4	74.7	80.9	87.1	93.3	99.5	105.8	112.0	118.2	124.4
2000	34.6	41.5	48.4	55.3	62.2	69.1	76.0	82.9	89.9	96.8	103.7	110.6	117.5	124.4	131.3	138.2
2200	38.0	45.6	53.2	60.8	68.4	76.0	83.6	91.2	98.8	106.5	114.1	121.7	129.3	136.9	144.5	152.1
2400	41.5	49.8	58.1	66.4	74.7	82.9	91.2	99.5	107.8	116.1	124.4	132.7	141.0	149.3	157.6	165.9
2600	44.9	53.9	62.9	71.9	80.9	89.9	98.8	107.8	116.8	125.8	134.8	143.8	152.8	161.8	170.7	179.7
2800	48.4	58.1	67.7	77.4	87.1	96.8	106.5	116.1	125.8	135.5	145.2	154.8	164.5	174.2	183.9	193.5
3000	51.8	62.2	72.6	82.9	93.3	103.7	114.1	124.4	134.8	145.2	155.5	165.9	176.3	186.6	197.0	207.4

TABLE 9d ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE IV  
Single Family, Two Story, Full Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	3.8	4.6	5.3	6.1	6.8	7.6	8.4	9.1	9.9	10.6	11.4	12.2	12.9	13.7	14.4	15.2
400	7.6	9.1	10.6	12.2	13.7	15.2	16.7	18.2	19.7	21.3	22.8	24.3	25.8	27.3	28.9	30.4
600	11.4	13.7	15.9	18.2	20.5	22.8	25.1	27.3	29.6	31.9	34.2	36.5	38.7	41.0	43.3	45.6
800	15.2	18.2	21.3	24.3	27.3	30.4	33.4	36.5	39.5	42.5	45.6	48.6	51.6	54.7	57.7	60.8
1000	19.0	22.8	26.6	30.4	34.2	38.0	41.8	45.6	49.4	53.2	57.0	60.8	64.6	68.4	72.2	76.0
1200	22.8	27.3	31.9	36.5	41.0	45.6	50.1	54.7	59.2	63.8	68.4	72.9	77.5	82.0	86.6	91.1
1400	26.6	31.9	37.2	42.5	47.8	53.2	58.5	63.8	69.1	74.4	79.7	85.1	90.4	95.7	101.0	106.3
1600	30.4	36.5	42.5	48.6	54.7	60.8	66.8	72.9	79.0	85.1	91.1	97.2	103.3	109.4	115.4	121.5
1800	34.2	41.0	47.8	54.7	61.5	68.4	75.2	82.0	88.9	95.7	102.5	109.4	116.2	123.0	129.9	136.7
2000	38.0	45.6	53.2	60.8	68.4	76.0	83.5	91.1	98.7	106.3	113.9	121.5	129.1	136.7	144.3	151.9
2200	41.8	50.1	58.5	66.8	75.2	83.5	91.9	100.3	108.6	117.0	125.3	133.7	142.0	150.4	158.7	167.1
2400	45.6	54.7	63.8	72.9	82.0	91.1	100.3	109.4	118.5	127.6	136.7	145.8	154.9	164.1	173.2	182.3
2600	49.4	59.2	69.1	79.0	88.9	98.7	108.6	118.5	128.4	138.2	148.1	158.0	167.8	177.7	187.6	197.5
2800	53.2	63.8	74.4	85.1	95.7	106.3	117.0	127.6	138.2	148.9	159.5	170.1	180.8	191.4	202.0	212.7
3000	57.0	68.4	79.7	91.1	102.5	113.9	125.3	136.7	148.1	159.5	170.9	182.3	193.7	205.1	216.5	227.9

TABLE 9e ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE V  
Apartments

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	2.5	3.0	3.5	4.0	4.5	5.0	5.5	6.0	6.5	7.0	7.5	8.0	8.5	9.0	9.5	10.0
400	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	14.0	15.0	16.0	17.0	18.0	19.1	20.1
600	7.5	9.0	10.5	12.0	13.5	15.0	16.5	18.0	19.6	21.1	22.6	24.1	25.6	27.1	28.6	30.1
800	10.0	12.0	14.0	16.0	18.0	20.1	22.1	24.1	26.1	28.1	30.1	32.1	34.1	36.1	38.1	40.1
1000	12.5	15.0	17.5	20.1	22.6	25.1	27.6	30.1	32.6	35.1	37.6	40.1	42.6	45.1	47.6	50.1
1200	15.0	18.0	21.1	24.1	27.1	30.1	33.1	36.1	39.1	42.1	45.1	48.1	51.1	54.1	57.2	60.2
1400	17.5	21.1	24.6	28.1	31.6	35.1	38.6	42.1	45.6	49.1	52.6	56.2	59.7	63.2	66.7	70.2
1600	20.1	24.1	28.1	32.1	36.1	40.1	44.1	48.1	52.1	56.2	60.2	64.2	68.2	72.2	76.2	80.2
1800	22.6	27.1	31.6	36.1	40.6	45.1	49.6	54.1	58.7	63.2	67.7	72.2	76.7	81.2	85.7	90.2
2000	25.1	30.1	35.1	40.1	45.1	50.1	55.2	60.2	65.2	70.2	75.2	80.2	85.2	90.2	95.3	100.3
2200	27.6	33.1	38.6	44.1	49.6	55.2	60.7	66.2	71.7	77.2	82.7	88.2	93.8	99.3	104.8	110.3
2400	30.1	36.1	42.1	48.1	54.1	60.2	66.2	72.2	78.2	84.2	90.2	96.3	102.3	108.3	114.3	120.3
2600	32.6	39.1	45.6	52.1	58.7	65.2	71.7	78.2	84.7	91.3	97.8	104.3	110.8	117.3	123.8	130.4
2800	35.1	42.1	49.1	56.2	63.2	70.2	77.2	84.2	91.3	98.3	105.3	112.3	119.3	126.3	133.4	140.4
3000	37.6	45.1	52.6	60.2	67.7	75.2	82.7	90.2	97.8	105.3	112.8	120.3	127.9	135.4	142.9	150.4

TABLE 9f ANNUAL MBTU USAGE (MILLIONS BTU'S) - PROTOTYPE VI  
Mobile Homes

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating Degree Days															
	2500	3000	3500	4000	4500	5000	5500	6000	6500	7000	7500	8000	8500	9000	9500	10000
200	6.5	7.8	9.1	10.4	11.6	12.9	14.2	15.5	16.8	18.1	19.4	20.7	22.0	23.3	24.6	25.9
400	12.9	15.5	18.1	20.7	23.3	25.9	28.5	31.1	33.6	36.2	38.8	41.4	44.0	46.6	49.2	51.8
600	19.4	23.3	27.2	31.1	34.9	38.8	42.7	46.6	50.5	54.4	58.2	62.1	66.0	69.9	73.8	77.6
800	25.9	31.1	36.2	41.4	46.6	51.8	56.9	62.1	67.3	72.5	77.6	82.8	88.0	93.2	98.4	103.5
1000	32.4	38.8	45.3	51.8	58.2	64.7	71.2	77.6	84.1	90.6	97.1	103.5	110.0	116.5	122.9	129.4
1200	38.8	46.6	54.4	62.1	69.9	77.6	85.4	93.2	100.9	108.7	116.5	124.2	132.0	139.8	147.5	155.3
1400	45.3	54.4	63.4	72.5	81.5	90.6	99.6	108.7	117.8	126.8	135.9	144.9	154.0	163.1	172.1	181.2
1600	51.8	62.1	72.5	82.8	93.2	103.5	113.9	124.2	134.6	144.9	155.3	165.6	176.0	186.4	196.7	207.1
1800	58.2	69.9	81.5	93.2	104.8	116.5	128.1	139.8	151.4	163.1	174.7	186.4	198.0	209.6	221.3	232.9
2000	64.7	77.6	90.6	103.5	116.5	129.4	142.4	155.3	168.2	181.2	194.1	207.1	220.0	232.9	245.9	258.8
2200	71.2	85.4	99.6	113.9	128.1	142.4	156.6	170.8	185.1	199.3	213.5	227.8	242.0	256.2	270.5	284.7
2400	77.6	93.2	108.7	124.2	139.8	155.3	170.8	186.4	201.9	217.4	232.9	248.5	264.0	279.5	295.1	310.6
2600	84.1	100.9	117.8	134.6	151.4	168.2	185.1	201.9	218.7	235.5	252.4	269.2	286.0	302.8	319.6	336.5
2800	90.6	108.7	126.8	144.9	163.1	181.2	199.3	217.4	235.5	253.6	271.8	289.9	308.0	326.1	344.2	362.4
3000	97.1	116.5	135.9	155.3	174.7	194.1	213.5	232.9	252.4	271.8	291.2	310.6	330.0	349.4	368.8	388.2

TABLE 10 HEATING/COOLING DEGREE DAYS AND MPS ZONES

<u>Community</u>	<u>Heating Degree Days</u>	<u>Cooling Degree Days</u>	<u>HUD MPS Zone</u>
IDAHO			
Blackfoot, ID	7,498	288	8
Boise, ID	5,727	807	7
Bonnars Ferry, ID	7,961	141	8
Burley, ID	6,210	608	8
Emmett, ID	5,646	792	8
Grangeville, ID	6,508	318	8
Hailey, ID	9,398	97	8
Idaho Falls, ID	7,917	322	8
Ketchum, ID	9,398	97	8
Lewiston, ID	5,220	792	8
Malad City, ID	7,825	296	8
McCall, ID	8,888	87	8
Montpelier, ID	8,727	220	8
Mt. Home, ID	6,084	812	7
Orofino, ID	5,712	600	8
Osburn, ID	7,596	182	8
Pocatello, ID	7,109	387	8
Preston, ID	7,480	362	8
Priest River, ID	7,961	141	8
Rexburg, ID	8,325	236	7
St. Anthony, ID	8,909	162	7
St. Maries, ID	6,870	341	7
Salmon, ID	7,776	344	8
Sandpoint, ID	7,422	185	8
Soda Springs, ID	9,045	149	8
MONTANA			
Anaconda, MT	8,155	181	8
Big Timber, MT	7,503	382	8
Bozeman, MT	7,729	298	8
Butte, MT	9,399	127	8
Choteau, MT	7,629	329	8

TABLE 10 HEATING/COOLING DEGREE DAYS AND MPS ZONES (Continued)

<u>Community</u>	<u>Heating Degree Days</u>	<u>Cooling Degree Days</u>	<u>HUD MPS Zone</u>
MONTANA			
Colstrip, MT	7,313	613	8
Columbia Falls, MT	8,382	189	8
Cut Bank, MT	8,880	195	8
Dillon, MT	8,194	199	8
E. Helena/Helena, MT	7,975	277	8
Glasgow, MT	8,560	494	8
Great Falls, MT	7,828	288	8
Hamilton, MT	7,494	262	8
Hardin, MT	6,825	736	8
Havre, MT	8,250	377	8
Kalispell, MT	8,193	142	8
Lewiston, MT	8,413	255	8
Libby, MT	7,006	326	8
Malta, MT	8,946	456	8
Miles City, MT	7,620	822	8
Missoula, MT	7,622	256	8
Plentywood, MT	9,037	470	8
Red Lodge, MT	8,357	233	8
Ronan, MT	7,092	342	8
Shelby, MT	8,880	195	8
Townsend, MT	7,446	285	8
Whitefish, MT	8,382	189	8
Wolf Point, MT	8,361	717	8
OREGON			
Baker City, OR	7,186	267	7
WASHINGTON			
Newport, WA	7,189	240	8
WYOMING			
Lovell, WY	7,932	492	8
Sheridan, WY	7,721	398	8

TABLE 11 FUEL REQUIRED TO PRODUCE 1 MBTU

<u>Type of Fuel</u>	<u>Amount Needed To Produce 1 MBTU</u>
Natural Gas	1 MCF (1,000 cu. ft.)
Propane	10.2 Gallons
Fuel Oil	7.04 Gallons

TABLE 12 HEATING FUEL COST

<u>Type of Fuel</u>	<u>Charge per unit</u>
Natural Gas	\$6.17
Propane	\$1.00
Fuel Oil #2	\$1.02

TABLE 13 MPS HEATING ZONE CONVERSION FACTORS

HUD MPS Heating Zone	Dwelling Prototypes					
	I	II	III	IV	V	VI
<u>Zone</u>	Single Story No Basement	Single Story Full Basement	Double Story No Basement	Double Story Full Basement	Apartments	Mobile Homes
1						
2						
3						
4						
5						
6						
7	1.00	1.00	1.00	1.00	1.00	1.00
8	.90	.87	.89	.90	.84	.89

#### D. SPACE HEATING (ELECTRICITY) CONSUMPTION/COST CALCULATIONS

The procedure for calculating electrical consumption and costs for space heating (where electricity is unmetered or otherwise unmeasured) is similar to the procedure used for fossil fuels. Tables 14a through 14f are used.

1. Select from these tables the dwelling prototype most similar to the quarters at issue.
2. Determine the annual kilowatt hour (KwH) consumption by finding the appropriate columns for square feet and HDD (heating degree days). Note: HDD's for the nearest established communities may be found in Table 10.
3. Divide the annual KwH by 12 to determine the monthly average electrical consumption.
4. Adjust for HUD MPS Heating Zone, using the conversion factors in Table 13.
5. Adjust for heat pump (if applicable).
6. Determine the appropriate charge per KwH from the table below. **Do not calculate the total cost of electricity in steps such as the first 500 KwH costs so much, then the second 500 KwH costs so much etc.**

<u>KwH Consumed</u> <u>Per Month</u>	<u>Charge per KwH</u>
1 -500	\$.070
501 - 1,000	\$.066
1,001 -1,500	\$.064
Over 1,500	\$.064

7. Compute the monthly charge for space heating by multiplying the appropriate charge per KwH times the number of KwH consumed per month.
8. Example: The average monthly electric heating charge for a single family, 2,100 square foot, two story, no basement home located near Butte, MT is computed as follows:
  - a. Step 1. Select the table (table 14a through f) that most closely describes the quarters unit at issue. In this case, table 14c (single family, two story, no basement - prototype III) should be selected.
  - b. Step 2. Determine from table 14c the annual KwH consumption appropriate for the heating degree days (HDD) and the gross square footage of the house in this example. Use the table as follows:
    - 1) Find the number of heating degree days for the established community in which the quarters is located. Table 10 (which contains the HDD for established communities in the Idaho/Montana survey region) shows that Butte, MT has 9,399 HDD. In table 14c, the

number of HDD's in Butte, MT (9,399) lies between the column headed 8,750 and the column headed 9,500. Round down to 8,750 HDD.

- 2) In table 14c, 2,100 square feet (the size of the house used in this example) lies between 2,000 and 2,200 square feet. Round 2,100 down to 2,000 square feet.
  - 3) From table 14c (2,000 square feet and 8,750 HDD) the annual Kwh consumption rate is 28,355 Kwh.
- c. Step 3. Calculate the monthly Kwh consumption by dividing the annual Kwh by 12 (months). In this instance, the monthly consumption is 2,362.92 Kwh ( $28,355 / 12 = 2,362.92$ ).
- d. Step 4, HUD MPS Zone adjustment. The HUD MPS zone adjustment is made as follows:
- 1) Use Table 10 to find the HUD MPS zone for the community at issue. In this manner, Butte, MT is found to be in HUD MPS zone 8.
  - 2) In Table 13, determine the adjustment factor for the appropriate dwelling type and MPS zone. The factor for housing prototype III in HUD MPS zone 8 is .89.
  - 3) Multiply the monthly electric consumption (as computed in paragraph 8c, above) times the HUD MPS adjustment factor ( $2,362.92 \times .89 = 2,103.00$  Kwh per month).
- e. Step 5, **Adjustment for heat pump**. The process described above is used for computing the electrical consumption for heating with a straight resistance heating system. Where a dwelling is heated with an electric heat pump, the straight resistance heating consumption (2,103.00 Kwh in this example) should be multiplied by a factor of .75, which represents the greater efficiency of the heat pump. In this example, the monthly electric consumption for a heat pump as the heating source would be 1,577.25 ( $2,103.00 \times .75 = 1,577.25$ ).
- f. Step 6. The final step is to compute the monthly charge for the electricity consumed. This is done by multiplying the charge per Kwh times the Kwh consumed per month. The appropriate charge per Kwh may be found in the table below.

<u>KwH Consumed</u> <u>Per Month</u>	<u>Charge per KwH</u>
1 -500	\$.070
501 - 1,000	\$.066
1,001 - 1,500	\$.064
Over 1,500	\$.064

In this example, the average monthly consumption (2,103.00 KwH) for resistance heat falls in the "Over 1,500" KwH per month consumption category; the appropriate charge is \$.064 per KwH. The average monthly consumption (1,577.25 KwH) for a heat pump falls in the "Over 1,500" KwH per month consumption category; and the appropriate unit charge is \$.064 per KwH.

Therefore, the monthly electric heating charge for the house used in this example is computed as follows:

Resistance heat:  $2,103.00 \text{ KwH} \times \$.064 = \$134.59$

Heat pump:  $1,577.25 \text{ KwH} \times \$.064 = \$100.94$

#### E. SPACE COOLING CONSUMPTION/COST

Space cooling costs are calculated in the same manner as for electric space heating except that CDD (Cooling Degree Day) values are used in lieu of HDD values. CDD values for the Nearest Established Communities are found in Table 10. Additionally, only Tables 14a through 14f are used in calculating cooling energy consumption. Briefly, the steps are as follows.

1. Select from Tables 14a through 14f, the table that most closely describes the quarters unit at issue.
2. Based on the size of the dwelling (square feet) and the number of CDD (from Table 10), use the appropriate Table (14a-f) to determine the annual KwH consumption.
3. Divide the annual KwH consumption by 12 (months) to determine the average number of KwH consumed per month.
4. Apply the HUD MPS Zone adjustment factor.
5. Apply the Coefficient of Performance (COP) adjustment.
6. Determine the appropriate charge per KwH from the table below.

<u>KwH Consumed</u> <u>Per Month</u>	<u>Charge per KwH</u>
1 - 500	\$.070
501 - 1,000	\$.066
1,001 - 1,500	\$.064
Over 1,500	\$.064

7. Compute the monthly charge for space cooling by multiplying the appropriate charge per KwH times the number of KwH consumed per month.
8. Example: Compute the average monthly electric cooling charge for a 1,275 SQFT mobile home near Big Timber, MT.
  - a. STEP 1: Table Selection. Select the table (table 14a through 14f), which most closely describes the quarters unit at issue. Table 14f (Mobile Home - prototype VI) should be selected.
  - b. STEP 2: Annual KwH Consumption. Determine from table 14f the annual KwH consumption appropriate for the cooling degree days (CDD) and the gross square footage of the mobile home in this example. Use the table as follows:
    - 1) Find the number of cooling degree days for the established community closest to the quarters. Table 10 (which contains the CDD for established communities in the Idaho/Montana survey region) shows that Big Timber, MT has 382 CDD. In table 14f, 382 CDD lies between the columns headed 300 and 400. Round down to 300 CDD.
    - 2) In table 14f, 1,275 square feet (the size of the mobile home used in this example) lies between 1,200 and 1,400 square feet. Round down to 1,200 square feet.
    - 3) From table 14f (1,200 square feet and 300 CDD) the annual KwH consumption rate is 1,092 KwH.
  - c. STEP 3: Monthly Consumption. Calculate the monthly KwH consumption by dividing the annual KwH consumption by 12 (months). In this instance, the monthly consumption is 91.00 KwH rounded ( $1,092 / 12 = 91.00$ ).
  - d. STEP 4: HUD MPS Zone Adjustment. The HUD MPS Zone adjustment is made as follows:
    - 1) Use Table 10 to find the HUD MPS zone for the community at issue. In this manner, Big Timber, MT is found to be in HUD MPS Zone 8.
    - 2) In Table 15, determine the adjustment factor for the appropriate dwelling unit type and MPS zone. The factor for housing prototype VI in HUD MPS zone 8 is 1.42.

- 3) Multiply the monthly electric consumption (as computed in paragraph 8c, above) times the HUD MPS Zone adjustment factor  $91.00 \times 1.42 = 129.22$  Kwh per month.
- e. STEP 5: Adjustment for Coefficient of Performance (COP). This adjustment accounts for the differences in the efficiencies of evaporative (swamp) and refrigerated air central cooling systems.
  - 1) Evaporative (swamp) cooling. For a central evaporative cooling system the adjusted Kwh (computed in Step 4, above) is divided by a factor of 6.66. In this example, the monthly Kwh requirement for central evaporative cooling is computed as  $129.22 / 6.66 = 19.40$  Kwh per month.
  - 2) Refrigerated air cooling. For a central refrigerated air cooling system, the adjusted Kwh (computed in step 4, above) is divided by a factor of 2. In this example, the monthly Kwh requirement for central refrigerated air cooling is computed as  $129.22 / 2 = 64.61$  Kwh per month.
- f. STEP 6: Monthly Charge. The final step is to compute the monthly charge for the electricity consumed. This is done by multiplying the charge per Kwh times the Kwh consumed per month. The appropriate charge per Kwh may be found in the table below.

<u>Kwh Consumed</u> <u>Per Month</u>	<u>Charge per Kwh</u>
1 - 500	\$.070
501 - 1,000	\$.066
1,001 - 1,500	\$.064
Over 1,500	\$.064

In this example, the average monthly consumption (19.40 Kwh) for evaporative cooling falls in the “1 – 500” Kwh consumption range. And (64.61 Kwh) for refrigerated cooling falls in the “1 – 500” Kwh consumption range. The appropriate charge will be \$.070 per Kwh for evaporative cooling and \$.070 for refrigerated cooling.

Therefore, the monthly charges for cooling the mobile home used in this example would be computed as follows.

Evaporative cooling:  $19.40 \text{ Kwh} \times \$0.070 = \$1.36$

Refrigerated cooling:  $64.61 \text{ Kwh} \times \$0.070 = \$4.52$

- 9. Gas powered Central Air Conditioning Units. If the central air conditioning unit is gas operated (natural gas or propane), the charge is computed as follows:
  - a. Compute the Kwh consumption in same manner as shown in steps 1 through 4 above (Note: the calculations through step 4 produce 129.22 Kwh per month).

- b. Calculate the Coefficient of Performance (COP) adjustment in step 5 above for refrigerated air conditioning; that is, divide the number of Kwh in paragraph 9a, above (129.22 Kwh) by the COP (2); for example  $129.22 / 2 = 64.61$  Kwh.
- c. Convert the monthly Kwh to MBTU's by dividing the Kwh calculated in paragraph 9b, above by 234.4. Thus,  $64.61 \text{ Kwh} / 234.4 \text{ (Kwh per MBTU)} = .28 \text{ MBTU's}$ . [It takes 234.4 Kilowatts to generate 1 MBTU]
- d. Calculate the volumes of natural gas and propane needed to produce .28 MBTU's. This is done as follows.
  - 1) Natural Gas. For central air conditioning units that operate on natural gas, multiply the MBTU's calculated in paragraph 9c above by 1 MCF ( $.28 \text{ MBTU's} \times 1 \text{ MCF} = .28 \text{ MCF}$ ). Thus, .28 MCF of natural gas would be required per month (annual average) to cool the dwelling in this example.
  - 2) Propane. For central air conditioning units that operate on propane gas, multiply the MBTU's calculated in paragraph 9c above by 10.2 gallons ( $.28 \text{ MBTU's} \times 10.2 \text{ gallons} = 2.86 \text{ gallons}$ ). Thus, 2.86 gallons of propane would be required per month (annual average) to cool the dwelling in this example.
- e. Calculate the monthly charge for natural gas or propane consumed. This is done by multiplying the volume of fuel consumed by the unit cost of the fuel. These calculations are shown below.

Natural gas:  $.28 \text{ MCF} \times \$6.17 \text{ per MCF} = \$1.73 \text{ (rounded) per month.}$

Propane gas:  $2.86 \text{ gallons} \times \$1.00 \text{ per gallon} = \$2.86 \text{ (rounded) per month.}$

TABLE 14a ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE I  
 Single Family, One Story, Partial (Less Than 50%) or No Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	37	74	112	149	186	279	372	1302	1581	1860	2139	2418	2697	2976	3255	3534
400	74	149	223	298	372	558	744	2604	3162	3720	4279	4837	5395	5953	6511	7069
600	112	223	335	446	558	837	1116	3907	4744	5581	6418	7255	8092	8929	9766	10603
800	149	298	446	595	744	1116	1488	5209	6325	7441	8557	9673	10789	11906	13022	14138
1000	186	372	558	744	930	1395	1860	6511	7906	9301	10696	12092	13487	14882	16277	17672
1200	223	446	670	893	1116	1674	2232	7813	9487	11161	12836	14510	16184	17858	19533	21207
1400	260	521	781	1042	1302	1953	2604	9115	11068	13022	14975	16928	18881	20835	22788	24741
1600	298	595	893	1191	1488	2232	2976	10417	12650	14882	17114	19346	21579	23811	26043	28276
1800	335	670	1005	1339	1674	2511	3348	11720	14231	16742	19253	21765	24276	26787	29299	31810
2000	372	744	1116	1488	1860	2790	3720	13022	15812	18602	21393	24183	26973	29764	32554	35345
2200	409	819	1228	1637	2046	3069	4093	14324	17393	20463	23532	26601	29671	32740	35810	38879
2400	446	893	1339	1786	2232	3348	4465	15626	18974	22323	25671	29020	32368	35717	39065	42413
2600	484	967	1451	1935	2418	3627	4837	16928	20556	24183	27811	31438	35066	38693	42320	45948
2800	521	1042	1563	2083	2604	3907	5209	18230	22137	26043	29950	33856	37763	41669	45576	49482
3000	558	1116	1674	2232	2790	4186	5581	19533	23718	27904	32089	36275	40460	44646	48831	53017

TABLE 14b ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE II  
Single Family, Single Story, Full Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	29	58	86	115	144	216	288	1006	1222	1438	1653	1869	2085	2300	2516	2732
400	58	115	173	230	288	431	575	2013	2444	2875	3307	3738	4169	4601	5032	5463
600	86	173	259	345	431	647	863	3019	3666	4313	4960	5607	6254	6901	7548	8195
800	115	230	345	460	575	863	1150	4026	4888	5751	6614	7476	8339	9202	10064	10927
1000	144	288	431	575	719	1078	1438	5032	6110	7189	8267	9345	10424	11502	12580	13659
1200	173	345	518	690	863	1294	1725	6038	7332	8626	9920	11214	12508	13802	15096	16390
1400	201	403	604	805	1006	1510	2013	7045	8555	10064	11574	13083	14593	16103	17612	19122
1600	230	460	690	920	1150	1725	2300	8051	9777	11502	13227	14952	16678	18403	20128	21854
1800	259	518	776	1035	1294	1941	2588	9058	10999	12940	14881	16822	18762	20703	22644	24585
2000	288	575	863	1150	1438	2157	2875	10064	12221	14377	16534	18691	20847	23004	25160	27317
2200	316	633	949	1265	1582	2372	3163	11071	13443	15815	18187	20560	22932	25304	27676	30049
2400	345	690	1035	1380	1725	2588	3451	12077	14665	17253	19841	22429	25017	27605	30192	32780
2600	374	748	1121	1495	1869	2804	3738	13083	15887	18691	21494	24298	27101	29905	32709	35512
2800	403	805	1208	1610	2013	3019	4026	14090	17109	20128	23148	26167	29186	32205	35225	38244
3000	431	863	1294	1725	2157	3235	4313	15096	18331	21566	24801	28036	31271	34506	37741	40976

TABLE 14c ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE III  
 Single Family, Two Story, Partial (Less Than 50%) or No Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	32	65	97	130	162	243	324	1134	1377	1620	1863	2106	2349	2592	2835	3079
400	65	130	194	259	324	486	648	2268	2754	3241	3727	4213	4699	5185	5671	6157
600	97	194	292	389	486	729	972	3403	4132	4861	5590	6319	7048	7777	8506	9236
800	130	259	389	518	648	972	1296	4537	5509	6481	7453	8425	9398	10370	11342	12314
1000	162	324	486	648	810	1215	1620	5671	6886	8101	9317	10532	11747	12962	14177	15393
1200	194	389	583	778	972	1458	1944	6805	8263	9722	11180	12638	14096	15555	17013	18471
1400	227	454	681	907	1134	1701	2268	7939	9641	11342	13043	14745	16446	18147	19848	21550
1600	259	518	778	1037	1296	1944	2592	9074	11018	12962	14907	16851	18795	20740	22684	24628
1800	292	583	875	1167	1458	2187	2916	10208	12395	14582	16770	18957	21145	23332	25519	27707
2000	324	648	972	1296	1620	2430	3241	11342	13772	16203	18633	21064	23494	25924	28355	30785
2200	356	713	1069	1426	1782	2673	3565	12476	15150	17823	20496	23170	25843	28517	31190	33864
2400	389	778	1167	1555	1944	2916	3889	13610	16527	19443	22360	25276	28193	31109	34026	36942
2600	421	843	1264	1685	2106	3160	4213	14745	17904	21064	24223	27383	30542	33702	36861	40021
2800	454	907	1361	1815	2268	3403	4537	15879	19281	22684	26086	29489	32892	36294	39697	43099
3000	486	972	1458	1944	2430	3646	4861	17013	20659	24304	27950	31595	35241	38887	42532	46178

TABLE 14d ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE IV  
Single Family, Two Story, Full Basement

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	36	71	107	142	178	267	356	1246	1513	1780	2047	2314	2581	2848	3115	3382
400	71	142	214	285	356	534	712	2492	3026	3561	4095	4629	5163	5697	6231	6765
600	107	214	320	427	534	801	1068	3739	4540	5341	6142	6943	7744	8545	9346	10147
800	142	285	427	570	712	1068	1424	4985	6053	7121	8189	9257	10325	11394	12462	13530
1000	178	356	534	712	890	1335	1780	6231	7566	8901	10236	11572	12907	14242	15577	16912
1200	214	427	641	855	1068	1602	2136	7477	9079	10682	12284	13886	15488	17090	18693	20295
1400	249	498	748	997	1246	1869	2492	8723	10592	12462	14331	16200	18070	19939	21808	23677
1600	285	570	855	1139	1424	2136	2848	9969	12106	14242	16378	18515	20651	22787	24924	27060
1800	320	641	961	1282	1602	2403	3204	11216	13619	16022	18426	20829	23232	25636	28039	30442
2000	356	712	1068	1424	1780	2670	3561	12462	15132	17803	20473	23143	25814	28484	31154	33825
2200	392	783	1175	1567	1958	2937	3917	13708	16645	19583	22520	25458	28395	31332	34270	37207
2400	427	855	1282	1709	2136	3204	4273	14954	18159	21363	24567	27772	30976	34181	37385	40590
2600	463	926	1389	1851	2314	3471	4629	16200	19672	23143	26615	30086	33558	37029	40501	43972
2800	498	997	1495	1994	2492	3739	4985	17446	21185	24924	28662	32401	36139	39878	43616	47355
3000	534	1068	1602	2136	2670	4006	5341	18693	22698	26704	30709	34715	38720	42726	46732	50737

TABLE 14e ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE V  
Apartments

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	24	47	71	94	118	176	235	823	999	1175	1351	1528	1704	1880	2057	2233
400	47	94	141	188	235	353	470	1645	1998	2350	2703	3056	3408	3761	4113	4466
600	71	141	212	282	353	529	705	2468	2997	3526	4054	4583	5112	5641	6170	6699
800	94	188	282	376	470	705	940	3291	3996	4701	5406	6111	6816	7521	8226	8932
1000	118	235	353	470	588	881	1175	4113	4995	5876	6757	7639	8520	9402	10283	11165
1200	141	282	423	564	705	1058	1410	4936	5994	7051	8109	9167	10224	11282	12340	13397
1400	165	329	494	658	823	1234	1645	5759	6993	8226	9460	10694	11928	13162	14396	15630
1600	188	376	564	752	940	1410	1880	6581	7991	9402	10812	12222	13632	15043	16453	17863
1800	212	423	635	846	1058	1587	2115	7404	8990	10577	12163	13750	15337	16923	18510	20096
2000	235	470	705	940	1175	1763	2350	8226	9989	11752	13515	15278	17041	18803	20566	22329
2200	259	517	776	1034	1293	1939	2585	9049	10988	12927	14866	16806	18745	20684	22623	24562
2400	282	564	846	1128	1410	2115	2821	9872	11987	14103	16218	18333	20449	22564	24679	26795
2600	306	611	917	1222	1528	2292	3056	10694	12986	15278	17569	19861	22153	24444	26736	29028
2800	329	658	987	1316	1645	2468	3291	11517	13985	16453	18921	21389	23857	26325	28793	31261
3000	353	705	1058	1410	1763	2644	3526	12340	14984	17628	20272	22917	25561	28205	30849	33494

TABLE 14f ANNUAL KWH USAGE (ELECTRIC HEATING/COOLING) - PROTOTYPE VI  
Mobile Homes

BASELINE CITY, Boise, Idaho

Gross Square Feet	Heating or Cooling Degree Days															
	100	200	300	400	500	750	1000	3500	4250	5000	5750	6500	7250	8000	8750	9500
200	61	121	182	243	303	455	607	2123	2578	3033	3488	3943	4398	4853	5308	5763
400	121	243	364	485	607	910	1213	4247	5157	6067	6977	7887	8797	9707	10617	11527
600	182	364	546	728	910	1365	1820	6370	7735	9100	10465	11830	13195	14560	15925	17290
800	243	485	728	971	1213	1820	2427	8494	10314	12134	13954	15774	17594	19414	21234	23054
1000	303	607	910	1213	1517	2275	3033	10617	12892	15167	17442	19717	21992	24267	26542	28817
1200	364	728	1092	1456	1820	2730	3640	12740	15470	18200	20930	23661	26391	29121	31851	34581
1400	425	849	1274	1699	2123	3185	4247	14864	18049	21234	24419	27604	30789	33974	37159	40344
1600	485	971	1456	1941	2427	3640	4853	16987	20627	24267	27907	31547	35187	38828	42468	46108
1800	546	1092	1638	2184	2730	4095	5460	19110	23206	27301	31396	35491	39586	43681	47776	51871
2000	607	1213	1820	2427	3033	4550	6067	21234	25784	30334	34884	39434	43984	48534	53085	57635
2200	667	1335	2002	2669	3337	5005	6673	23357	28362	33367	38373	43378	48383	53388	58393	63398
2400	728	1456	2184	2912	3640	5460	7280	25481	30941	36401	41861	47321	52781	58241	63701	69162
2600	789	1577	2366	3155	3943	5915	7887	27604	33519	39434	45349	51264	57180	63095	69010	74925
2800	849	1699	2548	3397	4247	6370	8494	29727	36097	42468	48838	55208	61578	67948	74318	80688
3000	910	1820	2730	3640	4550	6825	9100	31851	38676	45501	52326	59151	65976	72802	79627	86452

TABLE 15 MPS COOLING ZONE CONVERSION FACTORS

HUD MPS Heating Zone	Dwelling Prototypes					
	I Single Story No Basement	II Single Story Full Basement	III Double Story No Basement	IV Double Story Full Basement	V Apartments	VI Mobile Homes
1						
2						
3						
4						
5						
6						
7	1.15	1.18	1.21	1.13	1.25	1.28
8	1.28	1.35	1.36	1.27	1.46	1.42

## F. NON-SPACE HEATING/COOLING ENERGY CONSUMPTION/COST

The examples in the preceding sections (VI.C, VI.D and VI.E) dealt with the charges for space heating and cooling. However, to compute **total** energy consumption charges, the costs for energy consumed by lights, equipment, and appliances (Government **and** tenant owned) must be determined and added to the heating and cooling charges.

1. **Consumption.** Electric non-space heating/cooling consumption and cost estimates include electricity used by small appliances, lights, radios, television, refrigerators, ranges, washers, dryers, etc. These items, and their associated consumption levels, are shown in Table 16.

To use Table 16, first, determine the finished floor space square footage range within which a specific quarters unit falls. Then, using the values in Table 16, add the Kwh consumed by each appliance or equipment item which is present in the quarters unit. If a housing unit has more than one (1) refrigerator, freezer, room (window) air conditioner, or space heater, multiply the Kwh shown in the table times the number of refrigerators, freezers, room air conditioners, or space heaters that are present in the quarters unit to determine the total monthly Kwh consumption for these appliances.

There may be instances where appliances are fueled by fossil fuels rather than by electricity. Table 16a provides monthly consumption (in MCF or gallons of fuel) for the most common of these.

If an appliance listed in Table 16 or Table 16a is not present in the quarters unit at issue, do not include its monthly energy consumption when computing the total energy consumed by equipment and appliances.

2. **Cost.** The cost of electricity or fossil fuel consumed by appliances and equipment is easily computed by multiplying the total monthly consumption (as determined in the preceding paragraphs) times the appropriate charge per Kwh, MCF or gallon. These unit charges are shown in Table 17.

TABLE 16 MONTHLY kWh USAGE: APPLIANCES AND EQUIPMENT

Appliance/ Equipment	Gross Square Feet of Living Space									
	Under 301	301- 500	501- 700	701- 1,100	1,101- 1,300	1,301- 1,500	1,501- 1,900	1,901- 2,100	2,101- 2,500	Over 2,500
Hot water heater	130	130	245	245	370	370	480	480	600	705
Stove / Microwave	45	45	50	50	55	55	60	60	65	70
Refrigerator 1/	45	50	50	50	85	85	85	85	85	85
Clothes washer	20	35	35	35	45	45	45	55	55	65
Clothes dryer	15	15	25	25	35	35	35	35	40	50
Dishwasher	35	35	45	45	60	60	70	70	80	95
Freezer 1/	70	70	70	70	70	70	70	70	70	70
Furnace fan	15	15	20	20	20	25	25	30	30	35
Room air conditioner	65	65	65	65	65	65	65	65	65	65
Television / radio	5	5	10	10	20	20	20	20	25	25
Lights	50	55	75	80	90	90	95	100	120	120
Space heater (portable) 1/	130	130	130	130	130	130	130	130	130	130
Misc. small appliances	30	30	45	45	65	65	75	80	95	105
Engine Heaters	195	195	195	195	195	195	195	195	195	195
Hot Tub	360	360	360	360	360	360	360	360	360	360

1/ If more than one of these appliances are present in a quarters unit, multiply the kWh consumption times the number of appliances to determine the total kWh consumed for each appliance category.

NOTE: FOR APPLIANCES OPERATED BY FOSSIL FUELS, SEE TABLE 16a.

TABLE 16a MONTHLY FOSSIL FUEL CONSUMPTION: APPLIANCES AND EQUIPMENT

Appliance/ Equipment	Gross Square Feet of Living Space									
	Under 301	301-500	501-700	701-1,100	1,101-1,300	1,301-1,500	1,501-1,900	1,901-2,100	2,101-2,500	Over 2,500
Hot water heater										
Natural Gas MCF	.55	.55	1.05	1.05	1.58	1.58	2.05	2.05	2.56	3.01
Propane Gallons	5.61	5.61	10.71	10.71	16.12	16.12	20.91	20.91	26.11	30.70
Fuel oil Gallons	3.87	3.87	7.39	7.39	11.12	11.12	14.43	14.43	18.02	21.19
Kitchen Range										
Natural Gas MCF	.19	.21	.21	.21	.36	.36	.36	.36	.36	.36
Propane Gallons	1.94	1.94	2.14	2.14	2.35	2.35	2.65	2.65	2.86	3.06
Fuel oil Gallons	1.34	1.34	1.48	1.49	1.62	1.62	1.83	1.83	1.97	2.11
Refrigerator 1/										
Natural Gas MCF	.19	.21	.21	.21	.36	.36	.36	.36	.36	.36
Propane Gallons	1.94	2.14	2.14	2.14	3.67	3.67	3.67	3.67	3.67	3.67
Clothes dryer										
Natural Gas MCF	.06	.06	.11	.11	.15	.15	.15	.15	.17	.21
Propane Gallons	.61	.61	1.12	1.12	1.53	1.53	1.53	1.53	1.73	2.14
Freezer 1/										
Natural Gas MCF	.30	.30	.30	.30	.30	.30	.30	.30	.30	.30
Propane Gallons	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06
Space heater (portable) 1/										
Natural Gas MCF	.55	.55	.55	.55	.55	.55	.55	.55	.55	.55
Propane Gallons	5.61	5.61	5.61	5.61	5.61	5.61	5.61	5.61	5.61	5.61
Fuel oil Gallons	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87

1/ If more than one of these appliances are present in a quarters unit, multiply the consumption times the number of appliances to determine the total consumed for each appliance category.

**NOTE:** To compute the cost per month for an appliance that is fueled by a fossil fuel, multiply the consumption listed by the unit cost found in Table 17 of this report.

## G. WATER AND SEWER CONSUMPTION/COST CALCULATIONS

In accordance with OMB Circular No. A-45 and Departmental policies and guidelines, when utilities are furnished by the Government, charges shall be based upon regional average residential rates and consumption levels applicable to private rental housing in the survey region.

Where regional survey procedures are used to establish base rental rates, *the charges for Government-furnished water and sewer services, must be based upon regional average water and sewer rates, and not the rates prevailing in the nearest Established Community.* In determining the regional average rates, the water and sewer rates for each survey community were obtained and averaged.

Thus, where the water service is unmetered, and where the Government furnishes water and sewer services, *including well water and septic waste disposal systems,* the regional average flat rate charges, shown below, shall be used. These charges are based upon (1) the average of the monthly service costs (including taxes, service charges, etc.) in all surveyed communities; and (2) consumption levels (based on numbers of bedrooms) contained in planning guides published by the Department of Housing and Urban Development (HUD). The rates below are based upon the number of bedrooms contained in a dwelling.

### Flat Rate Water and Sewer Charges

<u>Number of Bedrooms</u>	<u>Monthly Charges</u>	<u>Total</u>
1 (or less)	\$17.10 water + \$14.10 sewer	= \$31.20
2	\$19.00 water + \$15.50 sewer	= \$34.50
3	\$21.75 water + \$17.25 sewer	= \$39.00
4	\$25.00 water + \$19.00 sewer	= \$44.00

H. GOVERNMENT PROVIDED METERED UTILITIES

Where the Government provides the utilities, and the consumption is metered *at the quarters unit level*, the following unit charges will apply.

TABLE 17 UTILITY CHARGES (COST PER UNIT)

**Do not calculate the total cost of electricity in steps, such as the first 500 KwH costs so much, then the second 500 KwH costs so much, etc.**

a. <u>Electricity</u>	KwH Consumed	
	Per Month	Charge Per KwH
	0 - 500	\$.070
	501 - 1,000	\$.066
	1,001 - 1,500	\$.064
	Over - 1,500	\$.064
b. Fuel Oil #2	\$1.02 Per Gallon.	
c. Propane	\$1.00 Per Gallon.	
d. Natural Gas	\$6.17 Per MCF (1,000 cubic feet).	
e. Water		Cost Per
	Water Consumed Per Month	Gallon
	1 – 3,000 Gallons	\$0.0057
	3,001 - 5,000 Gallons	\$0.0038
	5,001 - 7,500 Gallons	\$0.0029
	Over - 7,500 Gallons	\$0.0025
f. Sewer		Cost Per
	Sewer Consumed Per Month	Gallon
	1 - 3,000 Gallons	\$0.0047
	3,001 - 5,000 Gallons	\$0.0031
	5,001 - 7,500 Gallons	\$0.0023
	Over - 7,500 Gallons	\$0.0019

## I. GARBAGE/TRASH REMOVAL SERVICE RATES

In the case of garbage and trash hauling, as with other Government-provided services, OMB Circular No. A-45 requires the charges to be based upon the domestic rates for comparable services provided to occupants of private rental units in the survey area.

The garbage and trash services provided to quarters occupants vary from weekly to daily service. Establishment of a service charge based upon the service in the nearest established community may or may not reflect a similar level of service. Therefore, the charge for garbage and trash collection, when conducted by the Government, will, regardless of quarters type, be **\$10.65 per quarters unit per month**.

## J. CHARGES FOR APPLIANCES AND RELATED SERVICES

OMB Circular No. A-45 requires agencies to charge occupants of Government quarters for appliances, furnishings and services that the Government provides with the quarters. The charges for appliances, furnishings and services most typically provided by Federal agencies are found in Table 18. The monthly recapture cost of the items in Table 18 were determined from information gathered by contractors in the survey communities of all QMIS regions, and from special studies conducted by the QMIS Program Office.

Agencies providing appliances, furnishings or services that are not included in Table 18 are responsible for establishing an appropriate monthly charge that reflects the private market value of the item(s) provided. In such cases, the agency or bureau should advise the QMIS Program Office to ensure that subsequent regional survey reports include charges for all Government-provided appliances, furnishings and services.

TABLE 18 MONTHLY CHARGES FOR APPLIANCES & RELATED SERVICES

APPLIANCES		SERVICES AND FURNISHINGS	
Range (Gas / Electric) *	(+/-) \$3.60	Storage Shed (Per Unit)	\$2.55
Refrigerator *	(+/-) \$3.30	Furniture (Per Room)	11.50
Clothes Washer	3.60	Swimming Pool	
Clothes Dryer	3.30	Private Pool	60.00
Dishwasher	3.15	Community Pool	20.00
Microwave Oven	1.40	Satellite Dish	17.70
Trash Compactor	3.60	Cable Television	22.90
Freezer	1.90	Premium Channel (Each)	15.40
Freezer (Community)	1.00	Maid Service	67.75
Window Air Conditioner		Lawncare (Per Mowing)	
Refrigerated Unit	4.10	Houses (Excluding Plexes)	20.80
Evaporative (Swamp) Unit	3.05	All Other Classes	10.40
Free Standing Stove	3.65	Snow Removal (Per Removal)	12.30
Fireplace Insert	4.40	Firewood (Per Cord)	126.75
Lawn Mower	3.80		
Hot Tub	33.30	<u>ELECTRIC CREDITS</u>	
		Well pump (0-1 Bedroom)	1.15
Community Laundry		Well pump (2 Bedrooms)	1.80
(Non-Coin Operated)		Well pump (3 Bedrooms)	2.60
Washer Only	1.90	Well pump (4+ Bedrooms)	3.50
Dryer Only	1.60		
Washer and Dryer	3.50	Sewer Lift Pump (0-1 Bedroom)	1.15
		Sewer Lift Pump (2 Bedrooms)	1.15
		Sewer Lift Pump (3 Bedrooms)	1.35
		Sewer Lift Pump (4+ Bedrooms)	1.80
ISOLATION ADJUSTMENT FACTOR	2.80	Base Radio	1.15
		Remote Control Relay	1.15
		Sump Pump	1.15
		Radon Mitigation Fan	10.35

\* If the Government provides one range and refrigerator, no additions or deductions are made.  
 If the Government does not provide a range or a refrigerator, deduct the amount shown above.

If the Government provides 2 or more ranges or refrigerators, add the amounts shown above for each appliance furnished in excess of one range and one refrigerator

## VII. ADMINISTRATIVE ADJUSTMENTS

Once the MBRR is established, certain adjustments (e.g. for isolation and amenity deficiencies) are authorized by OMB Circular No. A-45. These administrative adjustments are established by OMB and are not derived from regional surveys conducted by the QMIS Program Office.

The administrative adjustments contained in OMB Circular A-45, and described below, are not authorized for dormitories, bunkhouses, or transient quarters. This is because the rental rates for those housing classes are administratively established, through extensions of the principle of comparability, and are not based directly upon market comparability.

### A. SITE AMENITY ADJUSTMENTS

Living conditions at some Government housing sites are not always the same as those found in the survey communities. In the communities surveyed, the amenities discussed below (and in OMB Circular A-45) are generally present and their contributory value is included in the contract rent and in the quarters MBRR's determined from the tables in this report. Thus, if any amenity listed below is present at the quarters site, no positive adjustment is made for that amenity because its presence has already accounted for in the MBRR. However, the lack of an amenity discussed below represents a less desirable condition that should be reflected as a **negative** percentage adjustment to the quarters MBRR or CPI-adjusted MBRR (CPI-MBRR), whichever is applicable.

1. **Reliability and adequacy of water supply.** The water delivery system at the quarters site should provide potable water (free of significant discoloration or odor) at adequate pressure at usual outlets. If the water delivery system at the quarters site does not meet these conditions, 3 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.
2. **Reliability and adequacy of electric service.** Electric service at the quarters site must equal or exceed a 100-ampere power system, and should provide 24-hour service under **normal** conditions. When evaluating the electric service, housing managers are reminded that OMB Circular A-45 recognizes that occasional temporary power outages are considered to be "**normal**" conditions. Furthermore, if an adequate back-up generator is available, then the electric service amenity will be considered to be reliable and adequate regardless of the reliability of the primary power source. When electric service is inadequate and unreliable, 3 percent should be deducted from the MBRR or CPI-MBRR whichever is applicable.
3. **Reliability and adequacy of fuel for heating, cooling and cooking.** There should be sufficient fuel storage capacity to meet prevailing weather conditions and needs. Where electricity is used as the heating, cooling or cooking "fuel," an adjustment can only be made when a deduction has been made for deficient electric service (see paragraph VII.A.2, above). If the fuel delivery/storage system is inadequate, 3 percent should be deducted from the MBRR or the CPI-MBRR, whichever is applicable.
4. **Reliability and adequacy of police protection.** Law enforcement personnel, including Government employees with law enforcement authority, should be available on a 24-hour basis. OMB Circular A-45 defines "**availability**" as the ability of law enforcement officers to respond to

emergencies at the quarters site as quickly as a law enforcement officer in the nearest established community could respond to an emergency in the nearest established community.

OMB Circular A-45 further provides that where part-time officers serve the quarters site, the fact that the officers are part-time does not necessarily mean that they are less available than officers in the nearest established community. The important point is that the availability determination must be based on comparative response times (quarters site vs. the nearest established community) - not the employment conditions of the officers serving the quarters site.

Finally, OMB Circular A-45 provides that gaps in availability due to temporary illness or injury, use of annual leave, temporary duties, training, or other short absences, do not render law enforcement personnel "unavailable" at the quarters site.

If, after applying these guidelines, it is determined that the law enforcement protection at the quarters site is unreliable and inadequate in comparison to the reliability and adequacy of law enforcement protection in the nearest established community, 3 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.

5. **Fire insurance availability or reliability and adequacy of fire protection.** Fire insurance should be available (for the quarters) with the premium charge based upon a rating equal to the rating available to comparable housing located in the nearest established community. Alternatively, adequate equipment, an adequate supply of water (or fire retardant chemical), and trained personnel should be available on a 24-hour basis to meet foreseeable emergencies. OMB Circular A-45 provides that **if either element is present (adequate insurance or an adequate fire fighting capability), no adjustment is authorized.** If both elements are missing, 3 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.
6. **Reliability and adequacy of sanitation service.** An adequately functioning sewage disposal system and a solid waste disposal system should be available. OMB Circular A-45 considers septic, cesspool or other systems adequate even though they may require periodic maintenance, as long as they are usable during periods of occupancy. If the sanitation service at the quarters site is unreliable or inadequate, 3 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.
7. **Reliability and adequacy of telephone service.** Access to commercial telephone facilities should be available on a 24-hour basis. Deductions (except as provided below) are not allowed for occasional temporary interruptions of telephone service. OMB Circular A-45 allows specific deductions for various levels of service and privacy. These are explained below.
  - a. The MBRR or CPI-MBRR (whichever is applicable) should be reduced by 3 percent if telephone service is not available within the quarters or within 100 yards of the quarters.
  - b. The MBRR or CPI-MBRR (whichever is applicable) should be reduced by 2 percent if there is no telephone service within the quarters, but telephone service (either private or party line) is available within 100 yards of the quarters.

- c. The MBRR or CPI-MBRR (whichever is applicable) should be reduced by 1 percent if telephone service is available in the employee's quarters, but the service is not private line service and/or the service is not accessible on a 24-hour per day basis.
8. **Noise and odors.** If there are frequent disturbing or offensive noises and/or odors at the quarters site, 3 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.
9. **Miscellaneous improvements.** One or more of the following improvements should be available at the quarters site: paved roads/streets, sidewalks or street lights. If any one of these improvements is present, no deduction is authorized. If all three of these improvements are missing (i.e., there are no paved roads/streets **and** there are no sidewalks, **and** there are no street lights), 1 percent should be deducted from the MBRR or CPI-MBRR, whichever is applicable.

## B. ISOLATION ADJUSTMENT

In some cases, Government quarters are located far from the nearest established community (see paragraph IX.C for the OMB's definition of "established community"). In addition, different modes of transportation (travel categories) may serve to further isolate the quarters from the nearest established community. In situations where the quarters location and the travel categories meet the requirements contained in OMB Circular A-45, an isolation adjustment should be applied. To determine whether an isolation adjustment applies, and the amount of the adjustment (if one does apply), you should follow the steps in the Isolation Adjustment Computation Schedule, shown on the following page. This schedule is a (modified) reproduction of the appendix to OMB Circular A-45, and is included in this report for illustrative purposes, only. Therefore, you should use the form prescribed by your agency or bureau when documenting the isolation adjustment.

## Isolation Adjustment Computation

- *Step 1.* Determine the one-way distance in miles (from the quarters to the nearest established community) for each category of transportation listed in Figure 1. Enter mileage(s) in the appropriated block(s) under Column B.
- *Step 2.* Multiply mileage figures entered in Column B by point values listed in Column A for each affected category of transportation to produce one-way points for each category. Add 29 points to the category 4 subtotal and 27 points to the category 5 subtotal to reflect relative differences in cost or time by use of these modes of travel.
- *Step 3.* Add all categories of one-way points in Column C to produce one-way points. (The total must exceed 30 points or there is no adjustment for isolation.)

<u>Category of Travel</u>	Column A Point <u>Value</u>	Figure 1	Column B One-way <u>Miles</u>	Column C One-way <u>Points</u>
(1) Paved road or rail	1.0	X	=	
(2) Unpaved but improved road	1.5	X	=	
(3) Unimproved road	2.0	X	=	
(4) Water, snowmobile, pack animal, foot or other special purpose conveyance	2.5	X	=	___+29
(5) Air	4.0	X	=	___+27
			=	
<b>TOTAL ONE-WAY POINTS</b>				

- *Step 4.* Calculate the Isolation Adjustment Factor (IAF) using the following OMB formula: Multiply 2 (to reflect round-trip points) by 4 (to reflect number of trips per month) and then multiply by \$x.xx (GSA's current automobile allowance as of the last day of September of each year). For example, the GSA mileage allowance, as of September 30, 2001, was \$0.345 per mile, resulting in a IAF of 2.80.

ISOLATION ADJUSTMENT FACTOR = 2.80

- *Step 5.* Multiply total adjusted points by the Isolation Adjustment Factor to produce the monthly adjustment for isolation (rounded to the nearest whole dollar).

MONTHLY ADJUSTMENT =

### C. LOSS OF PRIVACY

Some quarters occupants are subject to a loss of privacy during non-duty hours by virtue of **public visits which occur several times daily**. In other cases, quarters occupants may be **inhibited from enjoying the full range of activities normally associated with living in private rental housing** (such as where restrictions are imposed on activities in quarters at national cemeteries, or where quarters are in view of prison inmates). In such cases, OMB Circular A-45 allows a deduction from the MBRR or CPI-MBRR (whichever is applicable) of up to 10 percent. OMB Circular A-45 instructs housing managers to establish proportional adjustments to reflect situations of less frequency or seriousness in their impact upon privacy or usage, or to reflect seasonal variations.

### D. EXCESSIVE OR INADEQUATE SIZE

Quarters occupants are sometimes provided dwellings that are excessively large or small for their needs. This may be because the range and variety of quarters available at an installation may be much less than that which is available in private rental markets. In such cases, OMB Circular A-45 allows a deduction from the MBRR or the CPI-MBRR (whichever is applicable) of up to 10 percent. The Circular instructs that the deduction should be in direct proportion to the degree of excess or inadequacy, and that the deduction must not continue beyond one month after suitable quarters are made available. Before this adjustment is applied, local housing managers should consult with managers within their agencies or bureaus to determine whether other alternatives (such as closing off rooms and other excess space) would offer a more suitable means of adjustment.

### E. LIMITATIONS TO ADMINISTRATIVE ADJUSTMENTS

Administrative adjustments cannot be applied without limit. OMB Circular A-45 provides that the MBRR or CPI-MBRR cannot be reduced by more than 50 percent unless an isolation is authorized and applied. For quarters which receive an isolation adjustment, the MBRR or CPI-MBRR may not be reduced by more than 60 percent. These limitations do not apply to excessive heating or cooling adjustments, which are described in paragraph IX.A of this report.

## VIII. CONSUMER PRICE INDEX ADJUSTMENTS

OMB Circular A-45 requires annual verification, and adjustment (when necessary) of the following rental components that are presented in this report: (1) the Monthly Base Rental Rates (MBRR's); (2) the charges for related facilities (utilities, appliances, furnishings and services); and (3) the Isolation Adjustment Factor (IAF). These verifications and adjustments are to be made, essentially, in each interim year between baseline regional surveys.

Generally, OMB Circular A-45 specifies that these changes are to be based upon September index levels of specified components of the Consumer Price Index (CPI); and the GSA temporary duty mileage allowance in effect as of September 30, of each year. These changes must be implemented at the beginning of the first pay period in March of each following year.

The QMIS Program Office is responsible for determining the amounts of these changes, and for providing QMIS Program participants with the information, the software and the instructions needed to implement the required changes. This information is usually distributed to each National Quarters Officer in November of each year. National, regional or installation quarters managers (as required by your agency or bureau) are responsible for implementing these annual rental adjustments.

## IX. OTHER OMB CIRCULAR A-45 RENT CONSIDERATIONS

### A. EXCESSIVE HEATING OR COOLING COSTS

OMB Circular A-45 authorizes a deduction from the Monthly Base Rental Rate (MBRR) or the Consumer Price Index - adjusted Monthly Base Rental Rate (CPI-MBRR), whichever is applicable, when quarters are unusually costly to heat or cool. This adjustment is allowed only when (1) the excessive heating or cooling costs are due to the poor design of the quarters or the lack of adequate insulation/weather-proofing; and (2) when the energy/fuel used for heating and/or cooling is metered. This adjustment will vary from quarters-to-quarters, but is the difference between the actual heating and/or cooling costs paid by the quarters occupant and 125 percent of the cost of heating and/or cooling a comparable (but adequately constructed and insulated) dwelling located in the same climate zone. For more information on this adjustment, you should consult your agency or bureau policies.

### B. INCREMENTAL ADJUSTMENTS

New baseline regional surveys or annual CPI adjustments may occasionally increase quarters rents by more than 25 percent. When this occurs, OMB Circular A-45 allows housing managers to impose the increase incrementally over a period of not more than one year. The Circular also requires that such increases must be applied in equal increments on at least a quarterly basis.

### C. ESTABLISHED COMMUNITY

OMB Circular A-45 has established the following minimum standards for use in determining which population centers (cities, towns, etc.) may be used as "established communities" when determining quarters rents.

1. An established community must have a year-round population of 1,500 or more (5,000 or more in Alaska). The population determinations must be based upon the most recently conducted decennial census.
2. An established community must have at least one doctor and one dentist, who are available to all quarters occupants on a non-emergency basis.
3. An established community must have a private rental market with housing available to the general public. This requirement excludes communities on military posts, Indian reservations and other Government installations which may meet the other criteria contained in paragraphs IX.C.1 and 2, above.