

FY 2016 BFM Internal Service Fund 0604 Expenditure Report Required by Item 80. A.5., Chpt 780, 2016 Appropriation Act

Expense Item	Non-discretionary Expenses	Discretionary Expenses	Total
Electricity	\$5,830,392	\$0	\$5,830,392
Water & Sewer	\$1,125,638	\$0	\$1,125,638
Steam	\$377,556	\$0	\$377,556
Natural Gas	\$516,582	\$0	\$516,582
Total, Utilities	\$7,850,168	\$0	\$7,850,168
Personal Services Costs- Salaries & Benefits	\$5,588,884	\$0	\$5,588,884
Overtime and Wage	\$266,641	\$266,641	\$533,282
Elevators- Maintenance & Repair- contractual	\$1,409,407	\$0	\$1,409,407
Building Controls - Maintenance & Repair- contractual	\$468,667	\$0	\$468,667
HVAC/Chiller Maintenance & Repair - contractual	\$778,333	\$0	\$778,333
Life Safety Systems Maintenance & Repair - contractual	\$896,677	\$0	\$896,677
Building Access Systems Maintenance & Repair - contractual	\$208,956	\$0	\$208,956
Generator Service- Maintenance and Repair - contractual	\$174,000	\$0	\$174,000
Water Treatment (HVAC)- Maintenance & Repair- contractual	\$168,000	\$0	\$168,000
Air Filtration Program (HVAC)- Maintenance & Repair- contractual	\$208,400	\$0	\$208,400
Repair and Maintenance Supplies and Materials	\$1,629,845	\$0	\$1,629,845
Paint and Carpet	\$0	\$319,679	\$319,679
Critical Project Management	\$374,305	\$0	\$374,305
Work Orders - Agency Requests for Services	\$4,187,151		\$4,187,151
Total, Maintenance and Repair Services	\$16,359,265	\$586,320	\$16,945,585
Security - contractual	\$933,441	\$0	\$933,441
Security Badging/building access materials	\$25,622	\$0	\$25,622
Total, Security	\$959,063	\$0	\$959,063
Custodial - Personal Services	\$1,820,592		\$1,820,592
Custodial services - contractual	\$2,998,626	\$0	\$2,998,626
Extermination Services - contractual	\$22,513	\$0	\$22,513
Refuse and Recycling Services - contractual	\$137,162	\$0	\$137,162
Total, Custodial Services	\$4,978,893	\$0	\$4,978,893
Snow removal - contractual	\$55,000	\$0	\$55,000
Landscaping - contractual	\$240,000	\$35,000	\$275,000
Total, Grounds keeping	\$295,000	\$35,000	\$330,000
VITA/Telecommunications/IT Exoenditures	\$1,135,439	\$0	\$1,135,439
Personal Services - Admin	\$1,457,255		\$1,457,255
Agency support services (fiscal, HR, procurement, etc.)	\$372,527	\$0	\$372,527
Admin M&O	\$407,454		\$407,454
Maintenance Overhead	\$620,987		\$620,987
Total, Direct Administration & Overhead	\$3,993,662	\$0	\$3,993,662
Payment in Lieu of Taxes	\$1,693,725	\$0	\$1,693,725
Insurance (Property, Boiler/ Machinery, Auto, General Liability, Workers Comp)	\$608,038	\$0	\$608,038
Debt Service: ESCOs (due through 2027)	\$1,241,288	\$0	\$1,241,288
Debt Service: Old City Hall (due through 2021)*	\$438,819	\$0	\$438,819
Demolition of Zincke Building	\$0	\$609,000	\$609,000
Total, Other	\$3,981,870	\$609,000	\$4,590,870
TOTAL, ALL COSTS	\$38,417,921	\$1,230,320	\$39,648,241

FUND SOURCES FOR 0604			
Rent Plan (State & Private Tenants, Insurance Recoveries)			(\$33,866,136)
Service Agreements			(\$3,762,533)
Special Maintenance Services			(\$3,277,491)
TOTAL, FUND SOURCES			(\$40,906,160)

*Includes \$427,538 in debt principle payment that is not recorded as an expenditure

Unleased Office Space in DGS-Owned Facilities

As of July 1, 2016

*In accordance with Item 80 G.5. of Chapter 780, 2016 Appropriation Act, "On or before September 1 of each year, DGS shall report to the Chairmen of the House Appropriations and Senate Finance Committees, the Secretary of Administration, and the Department of Planning and Budget regarding the operations and maintenance costs of all buildings controlled, maintained, and operated by the Department of General Services. The report shall include, but not be limited to, the cost and fund source associated with the following: utilities, maintenance and repairs, security, custodial services, groundskeeping, direct administration and other overhead, and any other operations or maintenance costs for the most recently concluded fiscal year. **The amount of unleased space in each building shall also be reported**" Note: The Capitol Building, General Assembly Building, and VDOT Buildings are not included herein because they are not considered under the "control, maintenance or operation" of DGS*

Leasable Office Space (in sf) 2,491,033

Percentage of Unleased Office Space (all types) to Leasable Office Space 15.2%

Available Office Space (in sf) 11,107

Percentage of Available Office Space to Leasable Office Space 0.4%

Building	Leased Office Space	Unleased Office Space Types (sf)			TOTAL LEASABLE OFFICE SPACE	Comments
		Available Office Space no prospective tenant and not undergoing or pending renovation	Undergoing or Pending Renovation in <2 years	Pending Renovation in 2+ years, or Pending Demolition		
400 E. Cary	35,878	2,880	0	0	38,758	No prospective tenant at this time
Aluminum	0	0	0	15,121	15,121	Slated for demo
Ferguson	0	0	0	4,253	4,253	Slated for demo
Madison	163,491	0	0	0	163,491	Fully leased to the Virginia Dept of Health
Main Street Centre	276,351	0	88,325	0	364,676	Renovation for Fall 2016 occupation by Lottery, Commission for the Arts, Virginia Wine Board, and Joint Commission on Health Care
Monroe	317,905	3,652	29,939	0	351,496	Available space is non-contiguous within area leased by the State Council for Higher Education. Renovation for Fall 2016 occupation by Council on Virginia's Future, Dept of Veterans Services, and "swing space" for ongoing renovations
Morson Row	0	0	25,696	0	25,696	Pending renovation; detailed planning available July 2017
Old City Hall	24,725	0	35,254	0	59,979	Leased space as of 7/1/16; entire building will be vacant as of 12/31/16 pending renovation
Oliver Hill	82,483	1,200	0	0	83,683	Available space pending due to tenant consolidation
Patrick Henry	110,580	3,375	0	0	113,955	Of the available space, 1,832 is configured as office space and 1,543sf is food service space
Pocahontas	84,132	0	169,441	0	253,573	Leased space as of 7/1/16; building undergoing renovation for occupancy by the General Assembly in September 2017
Washington	98,960	0	0	0	98,960	Fully leased; various state agency tenants
Ninth St. Office Building	140,767	0	0	0	140,767	Fully leased to the Office of the Attorney General
Bell Tower	948	0	0	0	948	Fully leased to Tourism
Jefferson	84,712	0	0	0	84,712	Fully leased to the Dept of Behavioral Health and Developmental Services
Supreme Court/Rose Lafoon	143,513	0	0	0	143,513	Fully leased
Westmoreland	102,333	0	0	0	102,333	Fully leased to the Dept of Taxation
DGS/DCLS Lab	157,136	0	0	0	157,136	Fully leased (note: separate rate)
Governor's Mansion	22,092	0	0	0	22,092	Fully leased (note: separate rate)
Library of Virginia	248,565	0	0	0	248,565	Fully leased (note: separate rate)
Virginia War Memorial	17,326	0	0	0	17,326	Fully leased (note: separate rate)
TOTALS	2,111,897	11,107	348,655	19,374	2,491,033	