

Unleased Office Space in DGS-Owned Facilities

As of July 1, 2017

*In accordance with Item 80 G.5. of Chapter 836, 2017 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) 2,486,780

Percentage of Unleased Office Space (all types) to Leasable Office Space 4.7%

Available Office Space (in sf) 14,945

Percentage of Available Office Space to Leasable Office Space 0.6%

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
Madison	163,491	0	0	0	163,491	Fully leased to the Virginia Dept of Health
Main Street Centre	358,736	5,940	0	0	364,676	Space vacated by TAX available on 6th floor
Monroe	347,946	1,550	2,000	0	351,496	Available space is non-contiguous within area leased by the State Council for Higher Education.
Morson Row	0	0	25,696	0	25,696	Pending renovation; detailed planning available July 2017
Old City Hall	0	0	59,979	0	59,979	Being used for Transition space then ready for 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	253,573	0	0	0	253,573	General Assembly temporary home
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 CSPC/Capital Foundation
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)

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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	2,369,039	14,945	87,675	15,121	2,486,780	

FY 17 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	Service Agreements	Total
Electricity	\$5,139,549		\$597,194	\$5,736,743
Water & Sewer	\$1,103,590		\$133,961	\$1,237,551
Steam	\$329,243		\$58,923	\$388,166
Natural Gas	\$500,288		\$74,119	\$574,407
Total, Utilities	\$7,072,670		\$864,197	\$7,936,867
Personal Services Costs- Salaries & Benefits	\$4,209,285		\$585,332	\$4,794,617
Overtime and Wage	\$291,526	\$291,526	\$18,167	\$601,219
Elevators- Maintenance & Repair- contractual	\$1,028,293		\$237,834	\$1,266,127
Building Controls - Maintenance & Repair- contractual	\$493,000		\$40,000	\$533,000
HVAC/Chiller Maintenance & Repair - contractual	\$810,000		\$135,000	\$945,000
Life Safety Systems Maintenance & Repair - contractual	\$430,000		\$90,000	\$520,000
Building Access Systems Maintenance & Repair - contractual	\$180,872		\$18,000	\$198,872
Generator Service- Maintenance and Repair - contractual	\$98,000		\$11,000	\$109,000
Water Treatment (HVAC)- Maintenance & Repair- contractual	\$231,000		\$24,000	\$255,000
Air Filtration Program (HVAC)- Maintenance & Repair- contractual	\$191,000		\$14,000	\$205,000
Repair and Maintenance Supplies and Materials	\$1,574,599		\$130,445	\$1,705,044
Paint and Carpet		\$334,229		\$334,229
Critical Project Management	\$333,345			\$333,345
Work Orders - Agency Requests for Services	\$3,461,759			\$3,461,759
Total, Maintenance and Repair Services	\$13,332,679	\$625,755	\$1,303,778	\$15,262,212
Security - contractual	\$1,307,251			\$1,307,251
Security Badging/building access materials	\$226,997			\$226,997
Total, Security	\$1,534,248	\$0	\$0	\$1,534,248
Custodial - Personal Services	\$1,768,796		\$481,019	\$2,249,815
Custodial Supplies	\$118,358		\$27,009	\$145,367
Custodial services - contractual	\$2,609,138		\$420,107	\$3,029,245
Extermination Services - contractual	\$23,763		\$5,030	\$28,793
Refuse and Recycling Services - contractual	\$153,218		\$23,098	\$176,316
Total, Custodial Services	\$4,673,273	\$0	\$956,263	\$5,629,536
Snow removal - contractual	\$47,042		\$29,891	\$76,933
Landscaping - contractual	\$225,000		\$20,000	\$245,000
Total, Grounds keeping	\$272,042	\$0	\$49,891	\$321,933
VITA/Telecommunications/IT Exoenditures	\$1,722,084		40,896	\$1,762,980
Personal Services - Admin	\$1,631,333			\$1,631,333
Agency support services (fiscal, HR, procurement, etc.)	\$391,764			\$391,764
Admin M&O	\$611,908		\$2,633	\$614,541
Maintenance Overhead	\$467,698		\$362,803	\$830,501
Total, Direct Administration & Overhead	\$4,824,787	\$0	\$406,332	\$5,231,119
Payment in Lieu of Taxes	\$2,645,556		\$105,000	\$2,750,556
Insurance (Property, Boiler/ Machinery, Auto, General Liability, Workers Comp)	\$1,337,618		\$72,643	\$1,410,261
Debt Service: ESCOs (due through 2027)	\$1,241,400			\$1,241,400
Non-operating Part 3 cash transfers	\$270,957			\$270,957
Total, Other	\$5,495,531	\$0	\$177,643	\$5,673,174
TOTAL, ALL COSTS	\$37,205,229	\$625,755	\$3,758,104	\$41,589,088

FUND SOURCES FOR 0604				
Rent Plan (State & Private Tenants, Insurance Recoveries)				\$31,945,730
Service Agreements				\$3,753,413
Special Maintenance Services				\$4,922,787
TOTAL, FUND SOURCES				\$40,621,930