

**FY 21 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  | \$4,697,028                |                        | \$569,958          | \$5,266,986         |
| Water & Sewer  | \$1,000,823                |                        | \$214,468          | \$1,215,291         |
| Steam  | \$384,462                  |                        | \$125,551          | \$510,013           |
| Natural Gas  | \$555,522                  |                        | \$75,306           | \$630,828           |
| <b>Total, Utilities</b>  | <b>\$6,637,835</b>         |                        | <b>\$985,283</b>   | <b>\$7,623,118</b>  |
| Personal Services Costs- Salaries & Benefits                                   | \$3,093,119                |                        | \$782,633          | \$3,875,752         |
| Overtime and Wage  | \$348,724                  |                        | \$0                | \$348,724           |
| Elevators- Maintenance & Repair- contractual                                   | \$1,388,000                |                        | \$284,000          | \$1,672,000         |
| Building Controls - Maintenance & Repair- contractual                          | \$650,000                  |                        | \$295,000          | \$945,000           |
| HVAC/Chiller Maintenance & Repair - contractual                                | \$1,245,000                |                        | \$215,000          | \$1,460,000         |
| Life Safety Systems Maintenance & Repair - contractual                         | \$785,000                  |                        | \$187,900          | \$972,900           |
| Building Access Systems Maintenance & Repair - contractual                     | \$345,000                  |                        | \$73,900           | \$418,900           |
| Generator Service- Maintenance and Repair - contractual                        | \$74,416                   |                        | \$14,100           | \$88,516            |
| Water Treatment (HVAC)- Maintenance & Repair- contractual                      | \$195,000                  |                        | \$42,000           | \$237,000           |
| Air Filtration Program (HVAC)- Maintenance & Repair- contractual               | \$195,000                  |                        | \$61,000           | \$256,000           |
| Repair and Maintenance Supplies and Materials                                  | \$1,115,724                |                        | \$101,628          | \$1,217,352         |
| Paint and Carpet   | \$85,000                   | \$425,000              | \$38,605           | \$548,605           |
| Critical Project Management  | \$95,000                   | \$735,000              |                    | \$830,000           |
| Work Orders - Agency Requests for Services                                     | \$3,711,600                |                        |                    | \$3,711,600         |
| <b>Total, Maintenance and Repair Services</b>                                  | <b>\$13,326,583</b>        | <b>\$1,160,000</b>     | <b>\$2,095,766</b> | <b>\$16,582,349</b> |
| Security - Personal Services   | \$403,692                  |                        |                    |                     |
| Security - contractual   | \$1,121,638                |                        |                    | \$1,121,638         |
| Security Badging/building access materials                                     | \$292,578                  |                        |                    | \$292,578           |
| <b>Total, Security</b>   | <b>\$1,817,908</b>         |                        | <b>\$0</b>         | <b>\$1,414,216</b>  |
| Custodial - Personal Services  | \$1,696,290                |                        | \$479,733          | \$2,176,023         |
| Custodial Supplies   | \$89,088                   |                        | \$15,052           | \$104,140           |
| Custodial services - contractual   | \$2,732,243                |                        | \$350,597          | \$3,082,840         |
| Extermination Services - contractual   | \$17,169                   |                        | \$2,010            | \$19,179            |
| Refuse and Recycling Services - contractual                                    | \$159,480                  |                        | \$102,610          | \$262,090           |
| <b>Total, Custodial Services</b>   | <b>\$4,694,270</b>         |                        | <b>\$950,002</b>   | <b>\$5,644,272</b>  |
| Snow removal - contractual   | \$11,700                   |                        | \$10,900           | \$22,600            |
| Landscaping - contractual  | \$152,000                  |                        | \$63,000           | \$215,000           |
| <b>Total, Grounds keeping</b>  | <b>\$163,700</b>           |                        | <b>\$73,900</b>    | <b>\$237,600</b>    |
| VITA/Telecommunications/IT Expenditures  | \$1,807,982                |                        | 79,198             | \$1,887,180         |
| Personal Services - Admin  | \$921,978                  |                        |                    | \$921,978           |
| Agency support services (fiscal, HR, procurement, etc.)                        | \$794,957                  |                        | \$37               | \$794,994           |
| Admin M&O  | \$136,480                  |                        |                    | \$136,480           |
| Maintenance Overhead   | \$343,680                  |                        | \$496,654          | \$840,334           |
| <b>Total, Direct Administration &amp; Overhead</b>                             | <b>\$4,005,077</b>         |                        | <b>\$575,889</b>   | <b>\$4,580,966</b>  |
| Payment in Lieu of Taxes   | \$2,045,167                |                        | \$69,510           | \$2,114,677         |
| Insurance (Property, Boiler/ Machinery, Auto, General Liability, Workers Comp) | \$514,094                  |                        | \$57,820           | \$571,914           |
| Debt Service: ESCOs (due through 2027)   | \$1,463,050                |                        |                    | \$1,463,050         |
|  |                            |                        |                    | \$0                 |
| Non-operating Part 3 cash transfers  | (\$209,132)                |                        |                    | (\$209,132)         |
| <b>Total, Other</b>  | <b>\$3,813,179</b>         | <b>\$0</b>             | <b>\$127,330</b>   | <b>\$3,940,509</b>  |
| <b>TOTAL, ALL COSTS</b>  | <b>\$34,458,552</b>        | <b>\$1,160,000</b>     | <b>\$4,808,170</b> | <b>\$40,023,030</b> |

**FUND SOURCES FOR 0604**

|   |  |  |  |                     |
|---|--|--|--|---------------------|
| Rent Plan (State & Private Tenants, Insurance Recoveries) |  |  |  | \$33,469,994        |
| Service Agreements  |  |  |  | \$4,186,607         |
| Special Maintenance Services                              |  |  |  | \$2,745,965         |
| <b>TOTAL, FUND SOURCES</b>                                |  |  |  | <b>\$40,402,566</b> |

## Unleased Office Space in DGS-Owned Facilities

As of July 1, 2021

*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, grounds keeping, 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"*

| Building           | Unleased Office Space Types (sf)   |   |  | Comments   |
|--------------------|--|---|--|--|
|                    | Available Office Space<br>no prospective tenant<br>and not undergoing or<br>pending renovation | Undergoing or<br>Pending<br>Renovation in <2<br>years | Pending<br>Renovation in<br>2+ years, or<br>Pending Demolition |  |
| 400 E. Cary        | 0  | 0   | 0  |  |
| Carillon           | 500  | 0   | 0  | All  |
| Ferguson           |  | 4,253   | 0  | All  |
| Main Street Center | 0  | 0   | 0  |  |
| Monroe             | 18,119   |   | 0  | No prospective tenant at this time                                   |
| Morson Row         | 0  | 20,958  | 0  | Undergoing renovation  |
| Old City Hall      | 0  | 59,979  | 0  | Undergoing renovation  |
| Oliver Hill        | 2,996  | 0   | 0  | Available space pending use for the Transition Team<br>November 2021 |
| Patrick Henry      | 2779   | 0   | 0  | Available space pending use for the Transition Team<br>November 2021 |
| VEC                |  | 0   | 122,839  | All  |
| <b>TOTALS</b>      | <b>24,394</b>  | <b>85,190</b>   | <b>122,839</b>   |  |