



**DEPARTMENT OF GENERAL SERVICES**

Annual Report on the Operations and Maintenance Costs of all  
Buildings Controlled, Maintained, and Operated by the  
Department of General Services (DGS)

**TO THE CHAIRS OF THE HOUSE APPROPRIATIONS AND SENATE FINANCE  
AND APPROPRIATIONS COMMITTEES, THE SECRETARY OF  
ADMINISTRATION, AND THE DEPARTMENT OF PLANNING AND BUDGET**



**COMMONWEALTH OF VIRGINIA  
RICHMOND  
SEPTEMBER 1, 2026**

## EXECUTIVE SUMMARY

Item 71 A.3 of Chapter 1 of the 2026 Special Session I Virginia Acts of Assembly requires the Department of General Services (DGS) to report to the Chairmen of the House Appropriations and Senate Finance and Appropriations 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.

**FY 2026 OFM Internal Service Fund 0604 / 0100 / 0608 Expenditure Report Required by Item 71. A.3., Chapter 1, 2026 Special Session 1**

| <b>Expense Item</b>                                        | <b>Non-discretionary Expenses</b> | <b>Discretionary Expenses</b> | <b>Service Agreements</b> | <b>Total</b>        |
|------------------------------------------------------------|-----------------------------------|-------------------------------|---------------------------|---------------------|
| Electricity                                                | \$7,885,432                       |                               | \$1,259,442               | \$9,144,874         |
| Water & Sewer                                              | \$1,051,217                       |                               | \$123,801                 | \$1,175,018         |
| Steam                                                      | \$334,325                         |                               | \$112,553                 | \$446,878           |
| Natural Gas                                                | \$825,359                         |                               | \$77,475                  | \$902,834           |
| <b>Total, Utilities</b>                                    | <b>\$10,096,333</b>               | <b>\$0</b>                    | <b>\$1,573,272</b>        | <b>\$11,669,605</b> |
| Personal Services Costs- Salaries & Benefits               | \$4,263,873                       |                               | \$1,214,311               | \$5,478,184         |
| Overtime and Wage                                          | \$445,455                         |                               | \$87,273                  | \$532,728           |
| Elevators- Maintenance & Repair- contractual               | \$1,362,457                       |                               | \$237,000                 | \$1,599,457         |
| Building Controls - Maintenance & Repair- contractual      | \$730,662                         |                               | \$148,890                 | \$879,552           |
| HVAC/Chiller Maintenance & Repair - contractual            | \$1,979,822                       |                               | \$989,000                 | \$2,968,822         |
| Life Safety Systems Maintenance & Repair - contractual     | \$1,302,907                       |                               | \$359,440                 | \$1,662,347         |
| Building Access Systems Maintenance & Repair - contractual | \$452,867                         |                               | \$43,000                  | \$495,867           |
| Generator Service- Maintenance and Repair - contractual    | \$188,871                         |                               | \$39,960                  | \$228,831           |
| Water Treatment (HVAC)- Maintenance & Repair- contractual  | \$216,734                         |                               | \$43,900                  | \$260,634           |
| Air Filtration Program (HVAC)- Maintenance & Repair-       | \$237,877                         |                               | \$49,850                  | \$287,727           |
| Repair and Maintenance Supplies and Materials              | \$764,517                         | \$7,751                       | \$321,329                 | \$1,093,597         |
| Non-Power Repair and Maintenance                           | \$0                               |                               | \$0                       | \$0                 |
| Power Repair and Maintenance Equipment                     | \$0                               |                               | \$0                       | \$0                 |
| Building Improvements                                      | \$0                               | \$1,545,313                   | \$0                       | \$1,545,313         |
| Paint and Carpet                                           | \$0                               |                               | \$0                       | \$0                 |
| Critical Project Management                                | \$397,861                         | \$175,954                     | \$0                       | \$573,815           |
| Work Orders - Agency Requests for Services                 | \$0                               | \$8,123,202                   | \$0                       | \$8,123,202         |
| <b>Total, Maintenance and Repair Services</b>              | <b>\$12,343,903</b>               | <b>\$9,852,220</b>            | <b>\$3,533,953</b>        | <b>\$25,730,076</b> |
| Security - Personal Services                               | \$394,076                         |                               | \$53,870                  | \$447,946           |

|                                                         |                     |                    |                    |                     |
|---------------------------------------------------------|---------------------|--------------------|--------------------|---------------------|
| Security - contractual                                  | \$2,506,927         |                    | \$18,998           | \$2,525,925         |
| Security Badging/building access materials              | \$48,271            |                    | \$4,430            | \$52,701            |
| <b>Total, Security</b>                                  | <b>\$2,949,274</b>  | <b>\$0</b>         | <b>\$0</b>         | <b>\$2,949,274</b>  |
| Custodial - Personal Services                           | \$2,713,741         |                    | \$1,488,139        | \$4,201,880         |
| Custodial Supplies                                      | \$376,875           |                    | \$84,670           | \$461,545           |
| Custodial services - contractual                        | \$2,569,328         |                    | \$164,913          | \$2,734,241         |
| Extermination Services - contractual                    | \$19,170            |                    | \$11,283           | \$30,453            |
| Refuse and Recycling Services - contractual             | \$211,515           |                    | \$107,789          | \$319,304           |
| <b>Total, Custodial Services</b>                        | <b>\$5,890,629</b>  | <b>\$0</b>         | <b>\$1,856,794</b> | <b>\$7,747,423</b>  |
| Snow removal - contractual                              | \$23,879            |                    | \$11,051           | \$34,930            |
| Landscaping - contractual                               | \$354,669           |                    | \$0                | \$354,669           |
| Agricultural Supplies                                   | \$7,797             |                    | \$0                | \$7,797             |
| Plants                                                  | \$11,661            | \$2,049            | \$0                | \$13,710            |
| <b>Total, Grounds keeping</b>                           | <b>\$398,006</b>    | <b>\$2,049</b>     | <b>\$2,049</b>     | <b>\$402,104</b>    |
| VITA/Telecommunications/IT Expenditures                 | \$1,089,706         |                    | \$129,968          | \$1,219,674         |
| Personal Services - Admin                               | \$1,825,829         |                    | \$0                | \$1,825,829         |
| Agency support services (fiscal, HR, procurement, etc.) | \$1,702,715         | \$650              | \$9,063            | \$1,712,428         |
| Admin M&O                                               | \$376,040           |                    | \$0                | \$376,040           |
| Maintenance Overhead                                    | \$0                 |                    | \$0                | \$0                 |
| <b>Total, Direct Administration &amp; Overhead</b>      | <b>\$4,994,290</b>  | <b>\$650</b>       | <b>\$139,681</b>   | <b>\$5,134,621</b>  |
| Payment in Lieu of Taxes                                | \$2,673,411         |                    | \$60,379           | \$2,733,790         |
| Insurance (Property, Boiler/ Machinery, Auto, General   | \$569,585           |                    | \$284,852          | \$854,437           |
| Debt Service: ESCOs (due through 2027)                  | \$1,471,740         |                    | \$0                | \$1,471,740         |
| Equipment Rentals                                       | \$7,039             | \$6,000            | \$14,991           | \$28,030            |
| Equipment Installment Purchases                         | \$0                 |                    | \$0                | \$0                 |
| Non-operating Part 3 cash transfers                     | \$372,828           |                    | \$0                | \$372,828           |
| <b>Total, Other</b>                                     | <b>\$5,094,603</b>  | <b>\$6,000</b>     | <b>\$366,222</b>   | <b>\$5,466,825</b>  |
| <b>TOTAL, ALL COSTS</b>                                 | <b>\$41,767,037</b> | <b>\$9,860,919</b> | <b>\$7,471,971</b> | <b>\$59,099,927</b> |

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|                                                                     |                     |
|---------------------------------------------------------------------|---------------------|
| <b>FUND SOURCES</b>                                                 |                     |
| Rent Plan (State & Private Tenants, Insurance Recoveries) Fund 0604 | \$35,305,192        |
| General Fund 0100 (includes 3.5M Monroe Fund)                       | \$5,036,218         |
| Industrial Fund 0608                                                | \$4,969,975         |
| Service Agreements                                                  | \$7,064,559         |
| Special Maintenance Services                                        | \$7,238,865         |
| <b>TOTAL FUND SOURCES</b>                                           | <b>\$59,614,809</b> |

## Unleased Office Space in DGS-Owned Facilities

As of July 1, 2026

*In accordance with Item 71 A.3. of Chapter 1, 2026 Special Session 1, "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><br>and not undergoing or<br>pending renovation | Undergoing or<br>Pending<br><br>Renovation in <2<br>years | Pending Renovation in<br><br>2+ years, or<br>Pending Demolition |                             |
| Monroe        | 600,000                                                                                            |                                                           |                                                                 | Pending Sale late 2026      |
| VDOT Annex    | 92,000                                                                                             |                                                           |                                                                 | Pending demolition mid 2027 |
| <b>TOTALS</b> | 692,000                                                                                            | 0                                                         | 0                                                               |                             |