

State of Connecticut

State Facility Plan
2011 - 2016

State Facility Plan 2011-2016

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ABOUT THE STATE FACILITY PLAN

Section 4b-23 of the Connecticut General Statutes (C.G.S.) requires the Office of Policy and Management (OPM) to prepare, on a biennial basis, the State Facility Plan. C.G.S. 4b-23(d) states that “*The state facility plan shall be used as an advisory document for the leasing of property for use by state agencies and departments and for related capital projects.*”

In order to develop the *State Facility Plan*, C.G.S. 4b-23(a) requires all agencies and departments, in each even numbered year, to notify the Secretary of the OPM of their respective facility needs. These facility needs (i.e. buildings and real property owned or leased by the state) are to include long-term and short-term facility needs, opportunities for replacing leased space with state owned space, facilities proposed for demolition or surplus/abandonment which have potential for other uses and space modifications or relocations that could result in cost or energy savings.

Agencies are required to submit their facility needs information to OPM on or before September first of each even-numbered year and OPM is responsible for combining these requests into the *State Facility Plan* (the Plan) which becomes effective July 1st of each odd-numbered year.

Any state agency wishing to make use of leased space to meet their facility needs must be approved for the necessary square footage in the Plan before an agency enters into a lease.

As mandated by C.G.S. 4b-23(n), the Plan also includes a number of *Space Management Policies* which are to be considered whenever space utilization, space management, space acquisition, construction, renovation or leasing decisions are to be made.

Under Governor Malloy’s recommended budget, various State agency consolidations and reorganizations have been proposed; one of which is consolidation of certain Department of Public Works (DPW) leasing functions into the Department of Administrative Services (DAS). Therefore, for the purposes of this Plan, it is assumed that these consolidations and reorganizations will occur and the leasing functions will be carried out by the DAS.

State Facility Plan Timeline

The time-line for the submission and approval of agency space requests as well as the implementation of the Plan, is outlined in C.G.S. 4b-23 and is as follows:

- On or before September 1st of each even-numbered year, agencies are required to submit to OPM, with a copy being sent by the requesting agency to the Department of Administrative Services (DAS), their facility needs covering a period of at least five (5) years.

- On or before December 1st of each even-numbered year, the DAS is required to provide the Secretary of the OPM with a review of the plans and requests submitted for consistency with realistic cost factors, space requirements, space standards, implementation schedules, priority needs and objectives of the Commissioner of the DAS in carrying out his responsibilities under C.G.S.4b-30 and the need for the maintenance, improvement and replacement of State facilities.
- On or before February 15th of each odd-numbered year the OPM is required to present a *Proposed State Facility Plan* to the State Properties Review Board (SPRB) which includes all leases and related capital projects and a statement of the degree to which the plan promotes the colocation goals of the State as delineated in C.G.S. 4b-31(e).
- On or before March 1st of each odd-numbered year the SPRB is required to submit to the Secretary of the OPM, its recommendations concerning the *Proposed State Facility Plan* and to include recommendations that address the colocation goals described in C.G.S. 4b-31(e).
- On or before March 15th of each odd-numbered year the OPM is required to present the *Recommended State Facility Plan* to the General Assembly.
- Upon approval of the General Assembly of the operating and capital budget appropriations, the Secretary of the OPM updates and modifies the *Recommended State Facility Plan* which is then known as the *State Facility Plan*.
- July 1st of each odd-numbered year, the approved *State Facility Plan* becomes effective and remains in effect until June 30th of the next odd-numbered year.

It should be noted that in those odd-numbered years where the State did not have an approved operating and capital budget by July 1st, the most recently approved *State Facility Plan* remained in effect until an operating and capital budget was approved by the General Assembly.

Stages of the State Facility Plan

C.G.S. 4b-23 requires the development of this plan in three (3) separate phases:

- *Proposed State Facility Plan* – represents the proposed facility plan which is required by C.G.S. 4b-23(c) to be submitted by the OPM to the SPRB on or before February 15th of every odd-numbered year.
- *Recommended State Facility Plan* – represents the recommended state facility plan which is required by C.G.S. 4b-23(c) to be submitted by the OPM to the General Assembly on or before March 15th of every odd-numbered year.

- *State Facility Plan* – goes into effect July 1st each odd-numbered year after the General Assembly has approved the operating and capital budget appropriations and is used as an advisory document for the leasing of property for use by state agencies and for related capital projects.

This document, which is titled, “*Facility Plan 2011 - 2013*” represents the updated and modified *State Facility Plan* which is required by C.G.S. 4b-23(d). This Plan became effective on July 1, 2011 and will remain in effect until June 30, 2013.

State Facility Plan Responsibilities

With respect to space requests, continued long range planning for facility needs, and the methodology by which the Plan is developed, C.G.S. 4b-23, delineates specific responsibilities for state agencies, the OPM, the DAS, the SPRB and the General Assembly.

Responsibilities of State Agencies - C.G.S. 4b-23(a) requires that all agencies and departments (agencies) notify the Secretary of the OPM of their facility needs including, but not limited to, the types of such facilities and the municipalities or general location for the facilities.

Agencies are required by C.G.S. 4b-23(a) to base their long-term planning for their facility needs on a program plan and are responsible for continuing long-range planning for facility needs and establishing plans for long-range facility needs. Agency plans are to cover a period of at least five (5) years and agencies are responsible for submitting their plans and related facility project requests, on or before September first of each even numbered year, to the Secretary of the OPM, with a copy being sent by the requesting agency to the Commissioner of the DAS.

C.G.S. 4b-23(a) also requires agencies to submit, if required by the Secretary of the OPM, a *Capital Development Impact Statement*, in accordance with C.G.S. 4-66b, and a colocation statement in accordance with by C.G.S. 4b-31, however, it should be noted that for this Plan the Secretary of the OPM did not require the submission of colocation or *Capital Development Impact Statements*.

Responsibilities of the Office of Policy & Management - It is the responsibility of the OPM to review the facility plans submitted by agencies and to prepare an integrated Plan which meets the aggregate facility needs of the State of Connecticut.

The Secretary of the OPM is responsible for establishing a content guide and schedule for the agency plans which are to include, but not be limited to the identification of:

1. Long-term and short term facility needs, and
2. Opportunities for the substitution of state-owned space for leased space, and

3. Facilities proposed for demolition or abandonment which have potential for other uses, and
4. Space modifications or relocations that could result in cost or energy savings.

The OPM is responsible for providing agencies and departments with instructions for preparing program plans, long-term facility plans and facility project requests and to provide programmatic planning assistance.

The OPM is responsible for reviewing the agency plans and preparing an integrated Plan which meets the aggregate facility needs of the state. C.G.S. 4b-23(a) charges the Secretary of the OPM with reviewing the cost effective retrofit measures recommended by the Commissioner of the DAS and for including, in the plan, those measures which best attain the energy performance standards established under C.G.S. 16a-38(b).

In addition to being responsible for establishing guidelines which define “capital projects”, C.G.S. 4b-23(c) requires the Secretary of the OPM to present a *Proposed State Facility Plan* to the SPRB on or before February fifteenth of each odd-numbered year. This *Proposed State Facility Plan* is to include all leases and related capital projects and a statement to the degree to which the proposed plan promotes the colocation goals as delineated in C.G.S. 4b-31(e).

After receiving the recommendations of the SPRB, the Secretary of OPM is required by C.G.S. 4b-23(c) to present a recommended state facility plan to the General Assembly on or before March fifteenth of each odd-numbered year.

Upon approval of the General Assembly of the operating and capital budget appropriations, the Secretary of the OPM updates and modifies the *Recommended State Facility Plan* which is then known as the *State Facility Plan* and is used as an advisory document for the leasing of property for use by state agencies and for related capital projects.

Responsibilities of the State Properties Review Board - Upon receiving the *Proposed State Facility Plan* from the Secretary of the OPM on or before February fifteenth of each odd-numbered year, the SPRB is required by C.G.S. 4-23(c) to review the Plan and submit its recommendations to the Secretary of the OPM on or before March first of each odd-numbered year. C.G.S. 4b-23(c) requires that the recommendations of the SPRB address the State’s colocation and integration of human services goals which are delineated in C.G.S. 4b-31(e).

Responsibilities of the Department of Administrative Services - C.G.S. 4b-23(a) requires the Commissioner of the DAS to assist agencies with their long-term facilities planning and in the preparation of cost estimates for such plans and requests.

The Commissioner of the DAS is required, by C.G.S. 4b-23(b), to submit to the Secretary of the OPM, on or before December first of each even-numbered year, a review of the

plans and requests submitted to the OPM for consistency with realistic cost factors, space requirements, space standards, implementation schedules, priority needs, the objectives of the Commissioner of the DAS in carrying out his responsibilities and the need for the maintenance, improvement and replacement of facilities.

C.G.S. 4b-23(e) makes the Commissioner of the DAS responsible for the implementation of the Plan and requires the Commissioner to conduct a study of each proposed facility in the Plan to determine:

1. The method of choice for satisfying each such facility need, and
2. The geographical areas best suited to such need, and
3. The feasibility and cost of such acquisition using a life-cycle cost analysis, and
4. The degree to which the Plan promotes the State's colocation and integration of human services goals which are delineated in C.G.S. 4b-31(e), and
5. Any other relevant factors.

C.G.S. 4b-23(e) requires that the results of this study, along with all supportive materials, be sent by the Commissioner of the DAS to the SPRB.

The Commissioner of the DAS is responsible for reviewing and approving each facility plan implementation action and is to submit to the SPRB a list of each such action approved and the method and plan by which it is to be accomplished.

C.G.S. 4b-23(e) requires that the Commissioner of the DAS endeavor to locate human services in the same building as municipal and private agencies that provide human services.

The Commissioner of the DAS is charged, by C.G.S. 4b-23(l), to monitor the amount of leased space being requested and the costs of all proposed and approved facility project actions and is to advise the Secretary of the OPM and the Governor when the space to be leased or the forecast costs to complete the project exceed the square footage amount or the cost levels in the approved Plan by ten percent (10%) or more. In such instances C.G.S. 4b-23(l) requires approval of the Secretary of the OPM, the SPRB, the State Bond Commission and the Governor before the project can continue.

Responsibilities of the General Assembly - C.G.S. 4b-23(c) requires the Secretary of the OPM to submit to the General Assembly, on or before March fifteenth of every odd-numbered year, the *Recommended State Facility Plan*.

The General Assembly is responsible for approving the operating and capital budget appropriations. Upon approval by the General Assembly, the Secretary of the OPM then

updates and modifies the *Recommended State Facility Plan* which is then known as the *State Facility Plan*.

In addition C.G.S. 4b-23(e) delineates additional responsibilities of the DAS, OPM and SPRB which are more fully described in the *State Facility Plan Implementation* section of this document.

STATE FACILITY PLAN COMPONENTS

C.G.S. 4b-23 requires the Plan to include several components including *Capital Development Impact Statements*, capital projects related to leases, substituting State owned space for leased space, etc.

Capital Development Impact Statements

According to C.G.S. 4b-23(d) “*The state facility plan shall be used as an advisory document for the leasing of property for use by state agencies and for related capital projects.*” C.G.S. 4b-23(a) also requires that any agency submitting a facility project request to the Secretary of the OPM is also to submit “*...a capital development impact statement as required by section 4-66b.*”

However, OPM and the State Bond Commission no longer require the submission of Capital Development Impact Statements (CDIS) when agencies submit funding requests, although agencies are encouraged to submit a CDIS if they believe that it would help to justify their request for funding.

Since CDIS are not required to be submitted by agencies when seeking funding from OPM and the State Bond Commission, CDIS forms were not required to be submitted as part of this Plan, however, the Secretary of the OPM reserves the right to require the submission of a CDIS from any agency seeking funding.

Related Capital Projects

C.G.S. 4b-23(d) states that “*The state facility plan shall be used as an advisory document for the leasing of property for use by state agencies and departments and for related capital projects.*”

However, all construction, renovation and/or tenant fit-out projects which are undertaken in leased facilities are contracted and performed by the landlord and not the State of Connecticut. The costs of these projects are typically amortized over the initial five (5) year term of the lease and are included as part of the square footage cost being paid by the State to the landlord.

Since these construction, renovation and/or tenant fit-out projects are being performed by the landlords, and not the State, and since the cost of such projects are not paid using State Bond funds, such projects are not considered by OPM to be “capital projects” and therefore, are not included as part of this Plan.

Connecticut’s Capital Program is published biannually and is included within the Governor’s Budget document which can be found on the OPM website at www.ct.gov/opm

Replacing Leased Space with State Owned Space

C.G.S. 4b-23(a) requires agencies to identify “*Opportunities for the substitution of state-owned space for leased space.*”

As part of the space request process, each agency was asked “*Does your agency own space which could be used to house this lease?*” Two (2) agencies; the Department of Developmental Services and the Judicial Branch, identified existing, state owned space under their custody and control which can be used to house functions currently in two (2) leased locations. These agencies identified a total of 14,385 square feet of space that is currently being leased at a cost of \$280,605 annually.

In addition to agencies identifying existing State owned space under their custody and control that could be used to substitute for leased space, the OPM conducts a search of the State’s building inventory system as part of its review when agencies submit leases for OPM approval.

In those instances where OPM is able to identify available and appropriate State owned space which could be substituted for leased space, OPM requests that DAS investigate the potential to utilize the State owned space.

Copies of the State building inventory database are provided by the OPM to the DAS as well as the SPRB on a quarterly basis. With each of these agencies having access to the inventory of available State owned space, OPM is confident that the State is not entering into leases while available and appropriate State owned space remains idle.

Facilities Proposed For Abandonment or Demolition

CGS 4b-23(a) requires agencies to identify “*Facilities proposed for demolition or abandonment which have potential for other uses.*”

As part of their space request submittals, agencies were required to indicate if the agency anticipated abandoning and/or demolishing any State owned structures during the period covered by this Plan (i.e. July 1, 2011 to June 30, 2013).

Five (5) agencies informed OPM that they had custody and control over State owned structures for which it is their intention to either abandon or demolish during the period covered by the Plan. These agencies are:

1. Connecticut State University
2. Department of Correction
3. Department of Developmental Services
4. Department of Environmental Protection
5. Judicial Branch

Detailed information concerning which specific buildings these agencies anticipate abandoning and/or demolishing can be found in Appendix A.

For those structures which agencies anticipate abandoning, C.G.S. 4b-21(b) requires formal notification be provided to OPM which states that the agency has no continuing need for these State owned structures.

Upon receipt of such notification, OPM will solicit reuse proposals from other State agencies; however, OPM does not consider the information provided by agencies as part of this Plan sufficient to meet the requirements of C.G.S. 4b-21(b) and requires that separate notification be provided before OPM solicits reuse proposals from other State agencies.

Modifications Which Could Result In Energy or Cost Savings

C.G.S. 4b-23(a) requires agencies to identify “*Space modifications or relocations that could result in cost or energy savings.*”

Since C.G.S. 4b-23(e) makes the Commissioner of the DAS responsible for the implementation of the State Facility Plan, and C.G.S. 4b-30(a) empowers the Commissioner with the responsibility for executing all leases for offices or any other type of space or facility necessary to meet the needs of all state agencies, agencies were not required to identify relocations which could result in cost or energy savings as part of their *State Facility Plan* submissions.

However, OPM did request that agencies respond to a series of questions related to the identification of projects which could be implemented to achieve energy savings at each location leased by the State.

Agencies were provided with a listing of nine (9) items related to energy cost savings and asked to check any of the items which the agency felt could be implemented in order to achieve energy savings at each of their leased locations.

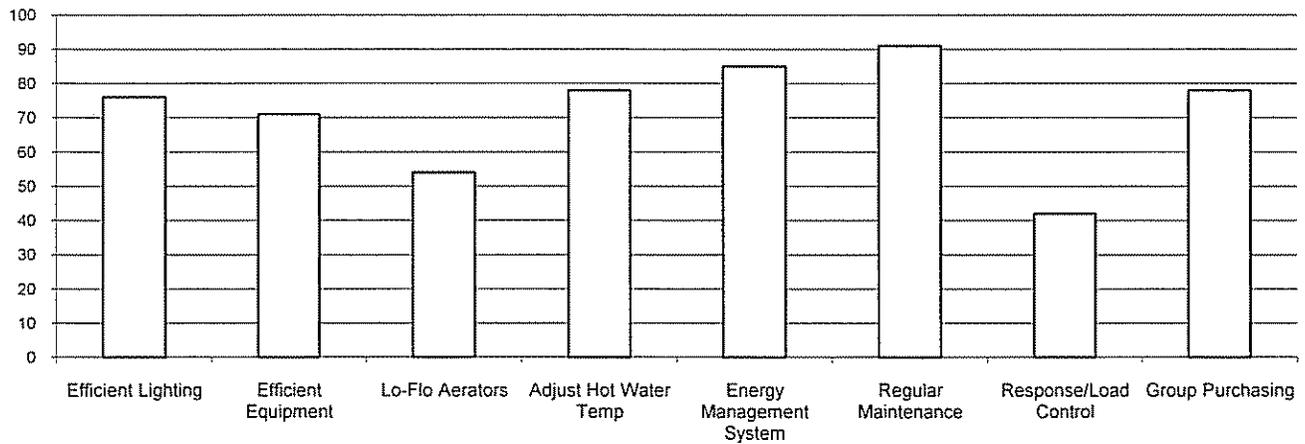
Agencies were asked to check any of the following items:

1. Installation of energy efficient lighting
2. Installation of energy efficient equipment
3. Installation of “low-flo” water aerators
4. Adjustments to the domestic hot water temperature setting
5. Installation of an energy management system and/or thermostat set-backs

6. Implementation of a regular maintenance program for those locations where the State is responsible for maintenance of the building's HVAC system
7. Participation in a demand response/load control program for those locations where the State is responsible for the procurement of energy
8. Participation in the State's group purchasing programs for those locations where the State is responsible for the procurement of energy

A total of 17 agencies identified 91 leases where at least one (1) modification could, in their opinion, result in energy cost savings. The chart below illustrates the number of leases that agencies indicated may benefit from each of the modifications.

*Modifications Which Could Result In Cost Savings
As Indicated By Responding Agencies*



Agencies submissions related to energy cost saving measures have been provided to the OPM Energy Unit for their review and consideration.

SPACE MANAGEMENT POLICIES

Required Space Management Policies

This Plan is required by C.G.S. 4b-23(n) to include specific policies which:

1. Encourage state use of buildings of historic, architectural or cultural significance,
2. Encourage the location of commercial, cultural, educational and recreational facilities and activities within public buildings,
3. Encourage public pedestrian traffic in and around public buildings,
4. Encourage public use of public buildings for cultural, educational and recreational activities,
5. Encourage use of modern buildings, and
6. Encourage use of public buildings for day care facilities and child development centers.

Each of these policies is to be considered by state agencies whenever space utilization, space management, space acquisition, construction, renovation or leasing decisions are to be made, and it is the expectation that agencies will duly consider and implement each of these policies unless such implementation would prove unfeasible and imprudent when compared with available alternatives.

Encourage Use of Historic and Significant Facilities – In accordance with C.G.S. 4b-23(n)(1), it is the policy of the State to encourage the acquisition, transfer and utilization of space in suitable buildings of historic, architectural or cultural significance, unless use of such space would not prove feasible and prudent compared with available alternatives.

Existing efforts in support of this policy include:

- *Explicit Consideration* - Many State facilities are considered historically significant and preservation of the historic features of State facilities is an explicit consideration of major renovation projects. Demolition of historically significant buildings is discouraged and is allowed to go forward only after the agency has demonstrated that no prudent and feasible alternative is available and in accordance with C.G.S. 4b-63 and C.G.S. 4b-64.
- *Certified Local Government Programs (CLG)* – Through the State Historic Preservation Office (SHPO), the CLG program promotes preservation of historic resources by establishing a partnership between local governments and the State. In accordance with federal law, a minimum of 10 percent of

Connecticut's annual federal appropriation for historic preservation is earmarked for projects under the CLG program.

Encourage Mixed Use of State Facilities – In accordance with C.G.S. 4b-23(n)(2), it is the policy of the State to encourage the location of commercial, cultural, educational and recreational facilities and activities within public buildings.

Existing efforts in support of this policy include:

- *Rentschler Field* – The State owned Rentschler Field, located in East Hartford, is a 40,000 seat sports & entertainment stadium managed by Madison Square Garden. In addition to being the home of the University of Connecticut Huskies football team, Rentschler Field hosts concerts, conferences, banquets and special events.
- *Leasing of State Owned Property* – A significant number of state owned properties, primarily through the Connecticut Department of Transportation, are leased to commercial entities, local governments and private individuals and are utilized for public, private and commercial purposes.

Encourage Public Pedestrian Traffic – In accordance with C.G.S. 4b-23(n)(3), it is the policy of the State, to the extent practicable, to encourage public access to and stimulate public pedestrian traffic around, into and through public buildings, permitting cooperative improvements to and uses of the areas between the building and the street, so that such activities complement and supplement commercial, cultural, educational and recreational resources in the neighborhood of public buildings.

Existing efforts in support of this policy include:

- *Connecticut Heritage Foundation* - The Connecticut State Library's Heritage Foundation promotes the awareness of Connecticut's history and culture by providing resources that will support and expand the collections and educational programs of the Connecticut State Library and the Museum of Connecticut History. The Connecticut State Library is open to the public.
- *State Parks & Outdoor Recreation* – The Department of Environmental Protection administers the state park system and provides for water based recreation within the state inland waters and beaches, manages the State's system of campgrounds, manages a statewide system of recreational trails, manages and operates historic and cultural sites, operates and maintains state boat launch access areas and provides for interpretation of historic and natural resources.
- *Culture, Arts & Tourism* - The Connecticut Commission on Culture & Tourism operates six historic properties which are open to the public: Old New-Gate Prison and Copper Mine, Henry Whitfield State Museum, Sloane-

Stanley Museum, Prudence Crandall Museum, Viets Tavern and Amos Bull House.

Encourage Public Use – In accordance with C.G.S. 4b-23(n)(4), it is the policy of the State to encourage the public use of public buildings for cultural, educational and recreational activities.

Existing efforts in support of this policy include:

- *Touring The Capital and Legislative Office Buildings* – The Joint Committee on Legislative Management offers regular tours of the State Capital and Legislative Office buildings where the public learns the history of the State Capitol, views items important to Connecticut history, visits the Hall of Flags, learns about the legislative process while viewing the House and Senate chambers and observes the proceedings of the General Assembly from the public galleries when the House and Senate are in session.
- *Museum of Connecticut History* – The Connecticut State Library’s Museum of Connecticut History is housed in the 1910 State Library and Supreme Court Building and consists of Memorial Hall, a magnificently restored beaux-arts style gallery, and three adjoining exhibit areas. The Museum’s collections contain portraits of Connecticut Governors as well as historic documents, including the State’s original *1662 Royal Charter*, the *1818 State Constitution* and the *1639 Fundamental Orders*.

Encourage Modernization of State Facilities – In accordance with C.G.S. 4b-23(n)(5), it is the policy of the State to encourage the ownership or leasing of modern buildings to replace obsolete facilities, achieve cost and energy efficiencies, maximize delivery of services to the public, preserve existing infrastructure and provide a comfortable and space-efficient work environment.

Existing efforts in support of this policy include:

- *Energy Efficiency* – C.G.S. 16a-38a requires the Commissioner of the DAS to conduct energy audits of state buildings and to recommend retrofit measures to enable the buildings to attain the energy performance standards established under the “*National Energy Conservation Policy Act*”; and C.G.S. 16a-38h states that DAS may not enter into a new lease, in excess of ten thousand square feet, for State use unless and until an energy audit has been conducted on the building and the necessary improvements have been made.
- *Preliminary Design Approval* – C.G.S. 16a-38(c) requires that no State agency may obtain preliminary design approval for a major capital project unless DAS makes a written determination that the design is cost-effective on a life-cycle cost basis. To make such determinations, DAS requires

documentation that the design meets or exceeds the standards set forth in the National Bureau of Standards Handbook and the State Building Code.

Encourage Use of Public Facilities for Day Care & Child Development – In accordance with C.G.S. 4b-23(n)(6), it is the policy of the State to encourage the establishment of child day care facilities and child development centers including provisions for (A) full-day and year-round programs for children of working parents, (B) opportunities for parents to choose among accredited public or private programs, (C) open enrollment for children in child day care and school readiness programs, and (D) incentives for the colocation and services integration of child day care programs and school readiness programs pursuant to C.G.S. 4b-31.

Existing efforts in support of this policy include:

- *The Creative Child Center* – Located at The University of Connecticut Health Center, the Creative Child Center offers opportunities for parents to participate programs with their children. Parents may visit the center, enjoy lunch with their child and participate in their activities. The Center has a "whole child development" curriculum, which includes the physical, emotional, social and intellectual development of the child.
- *Child and Family Development Center* – Located at Eastern Connecticut State University, the mission of the Center is to promote the positive development of young children of diverse cultural and economic backgrounds, and to serve as a model program for future teachers, and early childhood professionals.

Additional Space Management Policies

To ensure that space management and utilization decisions are consistent with increasing the quality of service delivery, maximizing cost efficiency, effectively preserving the State's real property infrastructure and providing a space-efficient and safe working environment, this Plan, in addition to those policies required by C.G.S. 4b-23(n), has established several additional space management policies.

Each of these additional space management policies is to be considered by state agencies whenever space utilization, space management, space acquisition, construction, renovation or leasing decisions are to be made, and it is the expectation that agencies will duly consider and implement each of these policies unless such implementation would prove unfeasible and imprudent when compared with available alternatives.

Maximization of Limited Resources - It is the policy of the State of Connecticut that state agencies consider only those options which encourage the best and highest use of all existing State owned facilities, especially those that are unutilized or underutilized.

Existing efforts in support of this policy include:

- *Effective Management of Resources* – C.G.S. 4-67g(2) requires the Bureau of Real Property Management (the Bureau) within the OPM, to determine the level of efficiency of each and every state agency’s use of all real property. To this end all space requests submitted to the Bureau are compared against the State’s building inventory system to determine the feasibility of using existing space prior to consideration of property acquisition, construction or leasing.
- *Reduction of Leased Space* - In addition, the OPM endeavors to encourage agencies to reduce their reliance on leased facilities by discontinuing leases where feasible, limiting the use of leased property to interim needs and replacing leases with State owned facilities as soon as it is economically feasible.
- *Utilization of Surplus Property* - C.G.S. 4b-21(b) requires agencies to notify OPM when real property is no longer needed by the agency. The Bureau then notifies all agencies of the availability of the property and agencies are given an opportunity to submit re-use plans. The Bureau is also responsible for reviewing all properties scheduled for disposition by the Department of Transportation (DOT) under CGS 13a-80 and CGS 13a-80a to determine if the property could be reutilized by another State agency.

Encourage Energy Efficiency in State Facilities - It is the policy of the State that agencies should consider only those acquisition, construction, renovation and leasing options which encourage the highest level of energy efficiency.

Existing efforts in support of this policy include:

- *Efficiency In New Construction* – C.G.S. 16a-38b requires that the Commissioner of the DAS and the Secretary of the OPM, take such actions as may be necessary or appropriate to enable all state facilities to meet the State’s energy performance standards in new construction, and C.G.S 16a-38k requires any new construction of state facilities projected to cost five million dollars or more, and renovation of a state facility projected to cost two million dollars or more, to comply with building standards that are consistent with or exceed the silver building rating of the Leadership in Energy and Environmental Design’s rating system, or an equivalent standard.
- *Energy Roundtables* – OPM has established a periodic “Energy Roundtable” which acts as a mechanism by which State agencies can compare and share information specifically related to new energy technologies and efficiency measures with the goal of making such information widely available to agencies for potential implementation in State facility projects.
- *Building Energy Evaluation System* – OPM contracted for the development and implementation of an energy tracking database for state facilities. The Building Energy Evaluation System (BEES) has been developed and is in the

early phase of implementation. Full implementation of the system is expected in the autumn of 2011. This system will enable OPM to track energy consumption, cost and green house gas emissions at the building level. This information will be used to rank and prioritize building performance enabling the state to target resource upgrades where most needed. The system will also enable OPM to track pre and post project building energy consumption. In addition, the system will flag usage and or billing invoice anomalies allowing agencies to address them in a timely fashion.

- *Building Operator Certification* – OPM contracts with a provider to offer Building Operator Certification (BOC) programs to state building facility managers. The BOC courses train facilities personnel to understand how building systems work together, and how to bring them to their most efficient level of operation. Level I training provides an overview of critical building systems. Level II emphasizes preventative maintenance and more targeted training.
- *Demand Response* – Under the New England Independent System Operator (ISO) “*Demand Response*” program, certain State facilities during peak periods of electricity demand, can reduce their consumption of electricity or generate their own electricity. In return, the State is paid a fee which is based on the facility’s reduction of electrical usage during these peak periods. Fees received under this program are reinvested in energy efficiency improvements at State facilities.

Urban Neighborhood Revitalization & Support - It is the policy of the State that agencies consider only those acquisition, construction, renovation or leasing options which best encourage the location of new state facilities within the urban areas of Connecticut’s central cities.

Existing efforts in support of this policy include:

- *Affordable Housing* – The Department of Economic and Community Development (DECD), through its FLEX program, provides quality affordable housing for Connecticut residents, preserves existing affordable housing, promotes and supports homeownership and mixed income developments and helps to revitalize Connecticut’s inner cities. DECD also makes funds available for uses such as multi-family rental housing, adaptive reuse of historic structures, special needs housing and the redevelopment of vacant properties.
- *Enterprise Zones* – The Connecticut Enterprise Zone Program, administered through DECD, provides a 5-year, 80% abatement of local property taxes on all qualifying real and personal property for those eligible businesses which

relocate or expand within an Enterprise Zone.

- *Urban Jobs Program* – The Urban Jobs Program, administered by DECD, provides benefits for eligible projects such as manufactures and warehouse distributors, which are taking place within a Targeted Investment Community. Benefits include abatement of local property taxes as well as tax credit towards the Connecticut Corporation Business Tax.

Coordinated Service Delivery - It is the policy of the State that agencies consider only those acquisition, construction, renovation or leasing options which encourage the location of new facilities in those geographic areas which best provide for the centralization and coordination of state services and administrative offices and which best provide access to public transportation for those consumers of human services who rely on public transportation.

Existing efforts in support of this policy include:

- *Co-location of Services* – Provisions of C.G.S 4b-23(e) and C.G.S. 4b-31(e) require that human services, wherever feasible, are to be co-located. In addition, the State endeavors to consider only those space options which best coordinate or centralize the delivery of services in order to avoid unnecessary duplication and to maximize the utilization of available resources.
- *Centralization of Services* – Because there is a recognition among State agencies that the most efficient mechanism for administrative efficiency is through central office consolidation, agencies that occupy multiple locations, are encouraged to centralize their central administrative offices into single locations. Towards this end, a significant percentage of the State's use of office space is centered in the Capitol Area of Hartford and is used for the State's central administrative functions.
- *Access To Public Transportation* – Public Act 07-70 requires the Commissioner of the DAS, when leasing or purchasing a state facility, to consider the proximity of the facility to railroads or motor bus routes, and to consult with the DOT regarding the current and future status of railroad and motor bus routes prior to leasing or purchasing state facilities.

Safe, Comfortable Working Environment - It is the policy of the State that agencies consider only those acquisition, construction, renovation or leasing options which best retain and attract high quality employees, protect the health and safety of workers and enhance the professional appearance of the State in the eyes of the public.

Existing efforts in support of this policy include:

- *Tenant Handbooks* – For buildings under its control, DAS has developed a series of “*Tenant Handbooks*” which include policies to ensure that employee

workstations and common areas are maintained in a manner which is safe, comfortable, sanitary and professional in appearance. These Handbooks also include procedures to be followed in the event of emergencies such as fire, flood, security breach, etc.

- *Tenant Meetings* – For those facilities under its control, DAS conducts meeting with tenant agencies to serve as a forum to discuss facility issues and employees concerns related to building health and safety.
- *DAS Environmental & Safety Group* – For all facilities under its control, DAS performs audits to ensure compliance with all applicable environmental and safety regulations as well as investigating and resolving any indoor air quality complaints. DAS also responds to all insurance carrier building investigation reports and works to improve the safety of its buildings.
- *Capital Improvements* – In an on-going effort to improve its facilities, the State has established a three (3) year building project plan which identifies life safety and environmental projects as “*Priority 1*”.

Accessibility for All Persons - It is the policy of the State that agencies consider only those acquisition, construction, renovation or leasing options which best provide accessibility to State facilities by all persons with disabilities consistent with Section 504 of the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act (ADA)*.

Existing efforts in support of this policy include:

- *Improving Accessibility* – Under the ADA State and local governments are required to follow specific architectural standards in the new construction or alteration of their buildings. The ADA emphasizes the provision of integrated benefits and services.
- *Accessibility To Leased Facilities* – As part of the “State Standard Lease” document, all leases entered into by the State, through the Commissioner of the DAS, include the requirement that the lease premises fully comply with “...the Americans with Disabilities Act of 1990, as it may be amended from time to time...”

Minimum Environmental Impact - It is the policy of the State that agencies consider only those acquisition, construction, renovation, leasing and on-going maintenance and operating options which have minimal impacts upon the environment.

Existing efforts in support of this policy include:

- *Connecticut Environmental Policy Act (CEPA)* – In accordance with C.G.S. 22a-1 through C.G.S. 22a-1(h), CEPA identifies and evaluates the impacts of proposed state actions which may significantly affect Connecticut's land,

water, air or other environmental resources and provides opportunity for public review and comment on proposed State actions. CEPA reviews provide state agencies with the information necessary to determine whether or not to proceed with a proposed project.

- *Use of Environmentally Friendly Products* – Executive Order # 14, issued by Governor M. Jodi Rell, requires all state agencies in the executive branch, whenever practicable, to procure and use cleaning and/or sanitizing products that minimize potential impacts to human health and the environment and are consistent with maintaining clean and sanitary State facilities.

Promotion of Connecticut's Colocation Goals

C.G.S. 4b-23(c) requires that this plan include a statement of the degree to which the Plan promotes the colocation goals delineated in C.G.S. 4b-31(e) which are; (1) accessibility to consumers of human services who rely on public transportation; (2) ability to provide opportunities for colocation of human services agencies with each other and with federal, municipal and private agencies providing human services; (3) ability to provide opportunities for integration of services for multiproblem consumers; and (4) ability to provide cost effective services

- *Accessibility to Public Transportation* – This Plan has set forth, as the policy of the State of Connecticut, that state agencies should consider only those acquisition, construction, and renovation or leasing options which encourage the location of new facilities in those geographic areas which best provide access to public transportation for those consumers of human services who rely on public transportation.
- *Colocation of Human Services Agencies* – This Plan has set forth as the policy of the State of Connecticut that state agencies should consider only those acquisition, construction, renovation or leasing options which encourage the location of new facilities best provide for the centralization and coordination of state services and administrative offices.
- *Integration of Services for Multiproblem Consumers* – Through the requirements of C.G.S. 4b-31(e) and this Plan's policy to consider only those acquisition, construction, renovation or leasing options which encourage the location of new facilities which best provide for the centralization and coordination of state services, it is anticipated that those human services agencies which serve multiproblem consumers, will be collocated, where feasible, in order to provide the highest level of service while at the same time integrating federal, state, municipal and private human service providers for those multiproblem consumers.
- *Cost Effective Services* – Through the State's policies concerning the modernization of State facilities, maximization of limited resources, energy efficiency in State facilities and coordinated service delivery, this Plan has

established statewide policies which allow the State of Connecticut to provide cost effective services wherever feasible.

- *Existing Colocations* – As part of agency space requests submitted to OPM, it was reported that 62 of the State’s existing 193 leased locations represent sites where multiple State agencies are located.

This document has set forth broad, statewide policy guidelines designed to enable the State to achieve the colocation goals as delineated in C.G.S. 4b-31(e), and agencies have reported to OPM that 32% of all existing leases represent locations where multiple State agencies are located.

Therefore, it is the opinion of the Secretary of the OPM that this *State Facility Plan* adequately promotes the colocation goals of the State of Connecticut as delineated in C.G.S. 4b-31(e).

DATA COLLECTION & METHODOLOGY

Under C.G.S. 4b-23(a) state agencies are responsible for reporting their facility needs to the Secretary of the OPM on or before September 1st of each even numbered year.

Historically, several months prior to the September 1st deadline, the OPM sends the necessary information and forms to agencies in order to allow them to submit the required information on or before September 1st of each even numbered year.

For this Plan, the listing of agencies that received submission packages was based upon the following:

1. Agencies with existing leases and/or approved space requests,
2. Agencies which were included in the previous Plan,
3. Agencies reporting information to the OPM Bureau of Real Property Management under the JESTIR inventory system,
4. Agencies identified by the DAS Leasing & Property Transfer Unit as potentially requiring space during the period to be covered by this Plan.

Based on these lists, the OPM e-mailed spreadsheets and instructions to 58 state agencies. Agencies were instructed to complete the spreadsheets and return them to the OPM on or before September 1, 2010.

Agencies which did not submit by the September deadline were contacted and reminded that each agency seeking to lease space during the period covered by this Plan is required to submit their space requests to OPM.

Each space request received by OPM was forwarded to DAS who reviewed the agencies submissions to ensure that their existing square footage and cost information was consistent with realistic cost factors and space requirements.

Upon completion, DAS forwarded updated spreadsheets to OPM where specific square footage and cost recommendations for each space request were made. It is these specific square footage and cost recommendations which represent each agency's *State Facility Plan* "approval".

Although C.G.S. 4b-23(a) requires that agencies submit their requests to OPM "*...and a copy thereof to the Commissioner of the Administrative Services...*" many agencies do not provide a copy of their submissions to DAS' as submissions were received by OPM, copies were forwarded to DAS.

Agencies Receiving Submission Packages

The following agencies were identified by OPM and DAS as either having existing leased space or potentially requiring leased space during the period covered by this Plan.

1. Board of Accountancy	2. Board of Education & Services for the Blind
3. Board of Trustees of Community-Technical Colleges	4. Board for State Academic Awards
5. Children's Trust Fund	6. Claims Commission
7. Commission on Child Protection	8. Commission On Fire Prevention & Control
9. Commission on Human Rights & Opportunities	10. Commission on the Deaf & Hearing Impaired
11. Connecticut State University	12. Contracting Standards Board
13. Culture, Arts & Tourism	14. Department of Administrative Services
15. Department of Agriculture	16. Department of Banking
17. Department of Children and Families	18. Department of Consumer Protection
19. Department of Correction	20. Department of Developmental Services
21. Department of Education	22. Department of Environmental Protection
23. Department of Information & Technology	24. Department of Labor
25. Department of Mental Health & Addiction Services	26. Department of Motor Vehicles
27. Department of Public Utility Control	28. Department of Revenue Services
29. Department of Social Services	30. Department of Veterans' Affairs
31. Division of Criminal Justice (includes Chief State's Attorney)	32. Division of Special Revenue
33. Fire Arms Permit Examiners	34. Insurance Department
35. Judicial Department	36. Judicial Selection Commission
37. Lieutenant Governor's Office	38. Military Department
39. Office of Consumer Council	40. Office of Health Care Access
41. Office of Protection & Advocacy	42. Office of the Attorney General
43. Office of the Child Advocate	44. Office of the Governor
45. Office of the State Comptroller	46. Office of the State Treasurer
47. Office of the Victim Advocate	48. Office of Workforce Competitiveness
49. Police Officer Standards & Training Council	50. Public Defender's Services Commission
51. Soldiers, Sailors & Marines Fund	52. State Library
53. State Marshal Commission	54. State Properties Review Board
55. Teachers Retirement Board	56. University of Connecticut
57. University of Connecticut Health Center	58. Workers' Compensation Commission

Responding Agencies

Of the 58 agencies which received reminder packages from OPM, responses were ultimately received from 39 agencies and 15 agencies did not respond.

Should the agencies which did not respond anticipate the need for leased space desire to enter into a lease agreement during the period covered by this Plan, they will first have to complete the *Interim Space Request* process as required by C.G.S. 4b-23(k).

Therefore, this Plan does not include any space requests or recommendations for the following agencies:

1. Board of Accountancy	2. Commission on Fire Prevention and Control
3. Department of Agriculture	4. Department of Consumer Protection
5. Fire Arms Permit Examiners	6. Judicial Selection Commission
7. Lieutenant Governor's Office	8. Office of Consumer Council
9. Office of Health Care Access	10. Office of Protection and Advocacy
11. Office of the Victim Advocate	12. Police Officer Standards and Training Council
13. State Marshal Commission	14. State Properties Review Board
15. University of Connecticut	

Space Requests Submitted To OPM – Of the 58 agencies which initially received submission packages from OPM, 39 agencies submitted space requests to be included as part of this Plan.

The 39 agencies responding and submitting space requests are as follows:

1. Attorney General	2. Board of Education and Services for the Blind
3. Board for State Academic Awards	4. Commission on Culture and Tourism
5. Commission on Child Protection	6. Commission on Human Rights and Opportunities
7. Commission on the Deaf and Hearing Impaired	8. Connecticut Community Colleges
9. Connecticut State Library	10. Department of Banking
11. Department of Children and Families	12. Department of Correction
13. Department of Developmental Services	14. Department of Education
15. Department of Environmental Protection	16. Department of Information Technology
17. Department of Labor	18. Department of Mental Health and Addiction Services
19. Department of Motor Vehicles	20. Department of Public Utility Control
21. Department of Revenue Services	22. Department of Social Services
23. Department of Veterans' Affairs	24. Division of Criminal Justice
25. Division of Special Revenue	26. Insurance Department
27. Judicial Branch	28. Military Department
29. Office of the Child Advocate	30. Office of the Claims Commissioner
31. Office of the Governor	32. Office of Workforce Competitiveness
33. Public Defender Services Commission	34. Soldiers, Sailors and Marines Fund

35. State Comptroller	36. State Treasurer
37. Teacher's Retirement Board	38. University of Connecticut Health Center
39. Workers' Compensation Commission	

Space Request Approval Process

Each space requested submitted was reviewed and analyzed by OPM. Upon completing its analysis, OPM approved a specific square footage and cost estimate for each request.

It is these specific square footage and cost estimate approvals which are to guide the State leasing process during the time period covered by this Plan, and no State agency may enter into a lease unless a specific square footage and cost estimate has been approved, and included as part of this Plan.

In addition, during the period of time covered by this Plan, any agency wishing to enter into a lease which is not approved in this Plan, or for which the square footage and/or cost estimate is more than 10% above their *State Facility Plan* approval level, the agency is first required to complete the *Interim Space Request* process in accordance with C.G.S. 4b-23(k).

REQUESTS & RECOMMENDATIONS SUMMARY

DATA NOTE: State Owned Space – Agencies that currently occupy State owned space and anticipate remaining in State owned space are not included as part of this Plan.

DATA NOTE: Annual Costs – Requested and recommended costs are based upon the total cost including base rent, tenant improvement, utilities, taxes, janitorial, etc. Some existing costs may be based on base rent only.

DATA NOTE: Sectors of Government – In order to provide a framework for analysis and comparison and to achieve consistency with the State Budget document, each of the 39 agencies which submitted space requests to OPM have been placed into one of the following eight (8) “Government Sectors”:

1. **Conservation & Development** – *Commission on Culture & Tourism, Department of Environmental Protection*
2. **Corrections** – *Department of Children and Families, Department of Correction*
3. **Education** – *Board of Education and Services for the Blind, Board for State Academic Awards, Commission on the Deaf and Hearing Impaired, , Connecticut Community Colleges, Connecticut State Library, Department of Education, Teachers Retirement Board, University of Connecticut Health Center*
4. **General Government** – *Attorney General, Department of Information Technology, Department of Revenue Services, Department of Veterans’ Affairs, Division of Criminal Justice, Division of Special Revenue, Office of the Claims Commissioner, Office of the Governor, Office of Workforce Competitiveness, State Comptroller, State Treasurer*
5. **Health and Hospital** – *Department of Developmental Services, Department of Mental Health and Addiction Services*
6. **Human Services** – *Department of Social Services, Soldiers, Sailors and Marines Fund*
7. **Judicial** – *Commission on Child Protection, Judicial Branch, Public Defender Services Commission,*
8. **Regulation and Protection** – *Commission on Human Rights and Opportunities, Department of Banking, Department of Labor, Department of Motor Vehicles, Department of Public Utility Control, Insurance Department, Military Department, Office of the Child Advocate, Workers’ Compensation Commission*

Square Footage – Existing, Requested and Approved All Government Sectors

The State of Connecticut currently leases approximately 3.12 million square feet of space to house various agencies and their respective functions. The largest single sector of government for which space is leased is the Judicial sector which represents approximately 17% of all space currently being leased by the State.

In total, agencies have requested a total of 3.27 million square feet of space, or approximately 4.8% over existing levels.

For the period covered by this Plan, OPM has approved a total of 3.05 million square feet of leased space which represents a decrease of approximately 2.3% over existing levels.

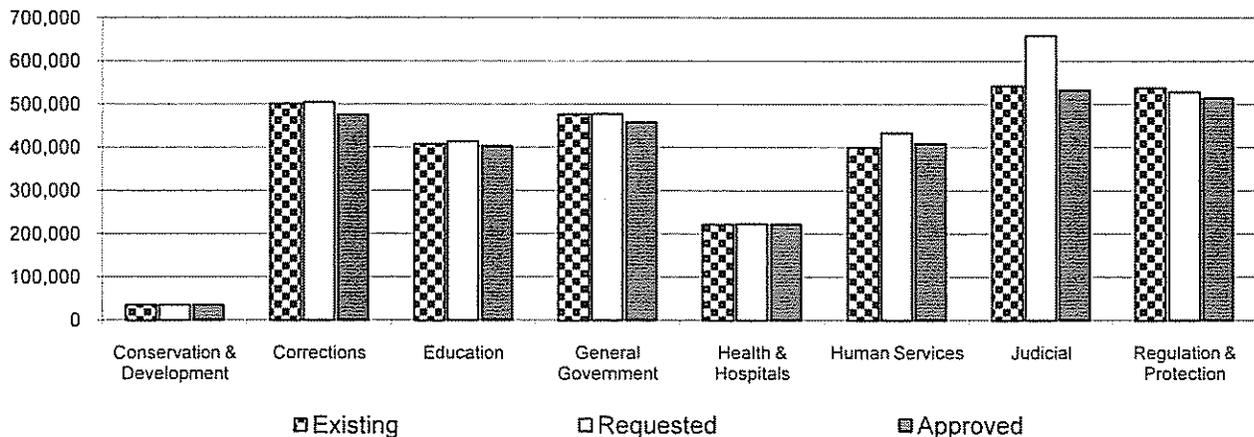
Square Footage Existing, Requested and Approved

Table 1

Sector	Existing Square Footage	Requested Square Footage	Approved Square Footage	Approved Increase Over Existing Levels
<i>Conservation & Development</i>	35,596	35,596	35,596	0.0%
<i>Corrections</i>	500,833	504,658	475,499	(5.1%)
<i>Education</i>	407,674	413,811	403,187	(1.1%)
<i>General Government</i>	476,971	476,834	457,887	(4.0%)
<i>Health and Hospitals</i>	221,933	223,229	222,292	0.2%
<i>Human Services</i>	399,553	433,693	408,730	2.3%
<i>Judicial</i>	542,385	657,991	532,100	(1.9%)
<i>Regulation and Protection</i>	537,657	527,774	514,107	(4.4%)
TOTAL ALL SECTORS	3,122,602	3,273,586	3,049,398	(2.3%)

Square Footage Existing, Requested & Approved

Figure 1



Annual Costs – Existing, Requested and Approved All Government Sectors

The State of Connecticut currently spends approximately \$63.5 million annually to lease approximately 3.12 million square feet of space. Almost 38% of these costs are directly attributable to the Judicial and Corrections sectors which represent approximately 23% and 18% respectively.

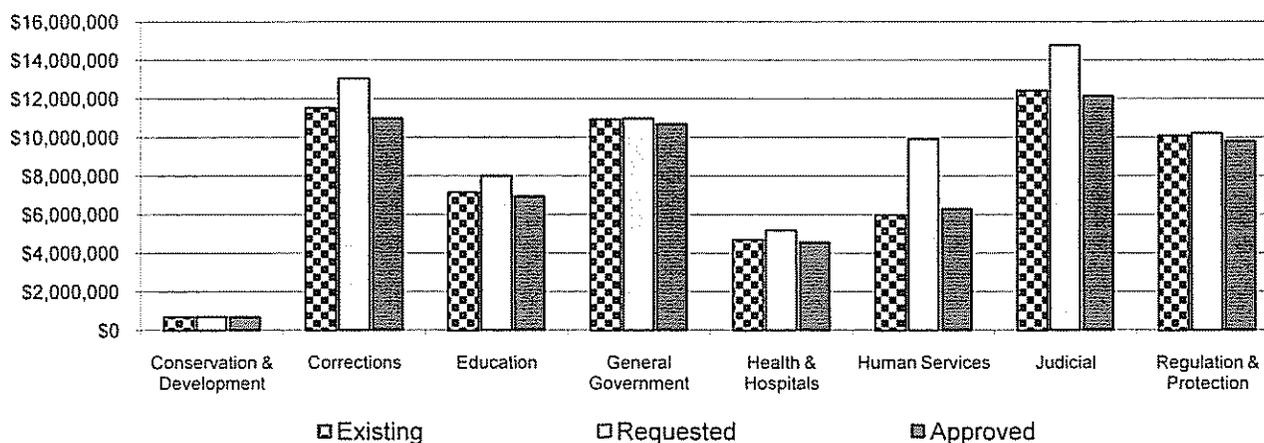
In total, agencies have requested an additional \$9.3 million annually for leased space. It should be noted that all tenant fit-out projects undertaken in leased facilities are contracted and performed by the landlord and any costs are typically amortized over the initial term of the lease and are included as part of the State's square footage cost.

For the period covered by this Plan, OPM has approved a total of \$62.1 million annually for leased space which represents an approximate decrease of 2.2% over existing levels.

**Annual Costs
Existing, Requested and Approved**
Table 2

Sector	Existing Annual Costs	Requested Annual Costs	Approved Annual Costs	Approved Increase Over Existing Levels
<i>Conservation & Development</i>	\$704,020	\$704,020	\$704,021	0.0%
<i>Corrections</i>	\$11,530,466	\$13,041,878	\$10,990,409	(4.7%)
<i>Education</i>	\$7,154,210	\$8,007,653	\$6,935,550	(3.1%)
<i>General Government</i>	\$10,935,690	\$10,975,295	\$10,690,532	(2.2%)
<i>Health and Hospitals</i>	\$4,693,358	\$5,172,845	\$4,559,314	(2.9%)
<i>Human Services</i>	\$5,966,407	\$9,906,371	\$6,300,134	5.6%
<i>Judicial</i>	\$12,431,513	\$14,773,386	\$12,158,779	(2.2%)
<i>Regulation and Protection</i>	\$10,099,733	\$10,225,044	\$9,797,954	(3.0%)
TOTAL ALL SECTORS	\$63,515,401	\$72,806,495	\$62,136,694	(2.2%)

**Annual Costs
Existing, Requested & Approved**
Figure 2



Average Costs per Square Foot – Existing, Requested and Approved All Government Sectors

On average, the State of Connecticut currently pays approximately \$20.34 per square foot for its leased space with the General Government sector paying the highest average per square foot cost of \$22.93 while the Human Services sector pays the lowest per square foot cost of approximately \$14.93.

On average, agencies have requested a 14.6% increase in the per square footage costs being paid by the State. Increases in the per square foot costs were requested across all sectors of government with the exception of the Judicial sector which requested a decrease of approximately 0.04% in per square foot costs.

For the period covered by this Plan, OPM has approved an increase of less than 1% in the per square footage cost.

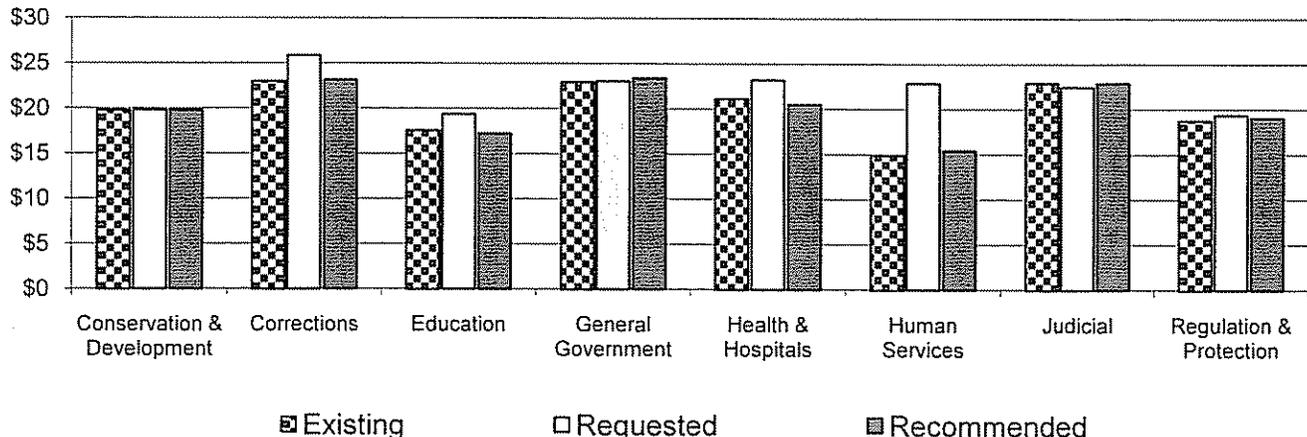
Average Cost per Square Foot Existing, Requested and Recommended

Table 3

Sector	Existing Average \$ per S.F.	Requested Average \$ per S.F.	Recommended Average \$ per S.F.	Approved per S.F. Change Over Existing
<i>Conservation & Development</i>	\$19.78	\$19.78	\$19.78	\$0.00
<i>Corrections</i>	\$23.02	\$25.84	\$23.11	\$0.09
<i>Education</i>	\$17.55	\$19.35	\$17.20	(\$0.35)
<i>General Government</i>	\$22.93	\$23.02	\$23.35	\$0.42
<i>Health and Hospitals</i>	\$21.15	\$23.17	\$20.51	(\$0.64)
<i>Human Services</i>	\$14.93	\$22.84	\$15.41	\$0.48
<i>Judicial</i>	\$22.92	\$22.45	\$22.85	(\$0.07)
<i>Regulation and Protection</i>	\$18.78	\$19.37	\$19.06	\$0.27
TOTAL ALL SECTORS	\$20.34	\$22.24	\$20.38	\$0.04

Average Cost per Square Foot Existing, Requested & Recommended

Figure 3



Type of Space Leased – Existing, Requested and Approved All Government Sectors

Of the space currently leased by the State of Connecticut 70% is leased for office and/or regional office use, while approximately 11% is leased for use as court space. The remaining space is used for combination of educational, residential, medical services and storage functions.

In total, agencies have requested an additional 0.15 million square feet of space, the largest requested increases were in the areas of regional office and “other” space; agencies requested increases in these areas of 10.0% and 4.3% respectively.

For the Period covered by this Plan, OPM has approved approximately a 2.3% decrease in the number of square feet when compared to existing levels. The office and/or regional office uses continue to represent the largest percentage of space to be leased with a combined total of approximately 71.4% of all approved square footage.

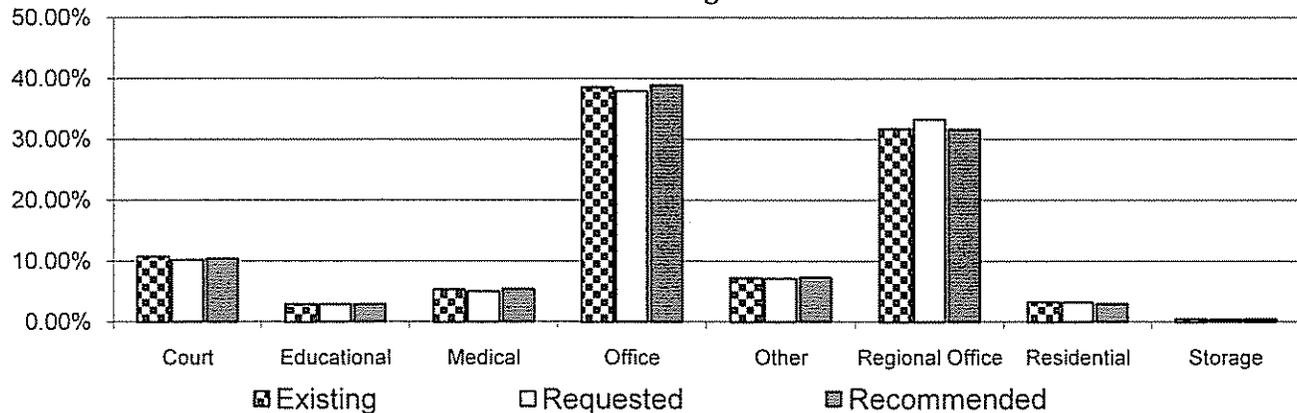
Type of Space Leased Existing, Requested and Recommended

Table 4

Type of Space	Existing Square Feet and % of Total		Requested Square Feet and % of Total		Recommended Square Feet and % of Total	
<i>Court</i>	335,644	10.7%	332,847	10.2%	317,859	10.4%
<i>Educational</i>	91,699	2.9%	95,596	2.9%	87,212	2.9%
<i>Medical Services</i>	164,892	5.3%	164,892	5.0%	164,892	5.4%
<i>Office</i>	1,201,271	38.5%	1,240,971	37.9%	1,186,678	38.9%
<i>Other</i>	223,524	7.2%	233,024	7.1%	223,524	7.3%
<i>Regional Office</i>	989,295	31.7%	1,087,739	33.2%	963,026	31.6%
<i>Residential</i>	101,796	3.3%	104,036	3.2%	91,726	3.0%
<i>Storage</i>	14,481	0.5%	14,481	0.4%	14,481	0.5%
TOTAL ALL TYPES	3,122,602	100%	3,273,586	100%	3,049,398	100%

Type of Space Leased Percentage of Total Space Existing, Requested & Recommended

Figure 4



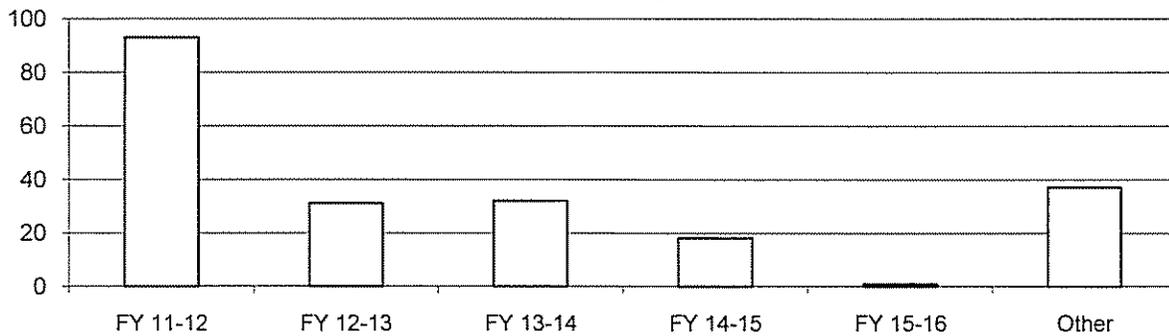
Requests by Fiscal Year All Government Sectors

OPM has recommended approval of space requests totaling 3.04 million square feet at an approximate annual cost of \$62.1 million. Of these requests, agencies have requested that almost 43.9% of them, representing approximately 38% of all square footage approved, be fulfilled during fiscal year 2011-2012.

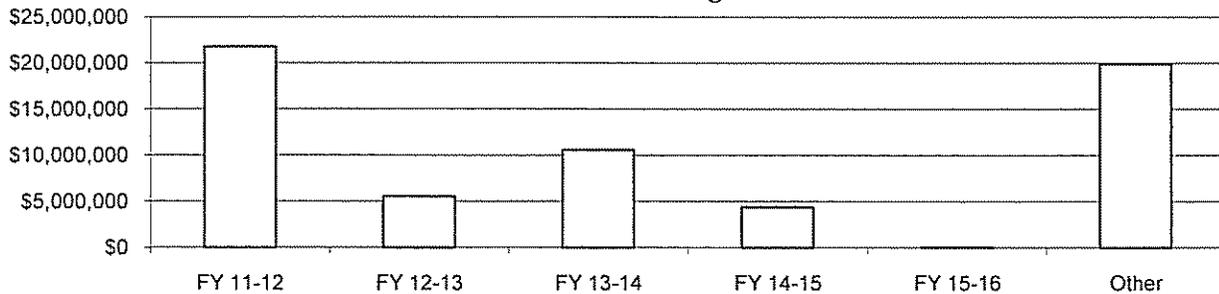
Requests by Fiscal Year
Table 5

Requested Fiscal Year	Number of Requests	Recommended Square Footage	Recommended Annual Costs
2011-2012	93	1,148,164	\$21,764,738
2012-2013	31	274,867	\$5,517,988
2013-2014	32	525,168	\$10,568,762
2014-2015	18	260,594	\$4,387,461
2015-2016	1	3,735	\$53,224
Other	37	836,870	\$19,844,522
TOTAL	212	3,049,398	\$62,136,694

Number of Requests by Fiscal Year
Figure 5.1



Recommended Annual Costs by Fiscal Year
Figure 5.2



Sector Summary: Conservation and Development

The *Conservation and Development* sector is comprised of the following: (1) Culture, Arts & Tourism, and (2) Department of Environmental Protection.

The *Conservation and Development* sector has submitted two (2) lease requests to OPM totaling 35,596 square feet of space, representing no change over existing levels. The State is currently paying \$704,020 annually for the *Conservation and Development* sector's leased space, or an average of \$19.78 per square foot. Currently, approximately 60% of the space leased for the *Conservation and Development* sector is for office space and approximately 40% for storage.

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the *Conservation and Development* sector. In total, OPM has approved \$704,021 in annual costs to lease 35,596 square feet of space, or approximately \$19.78 per square foot.

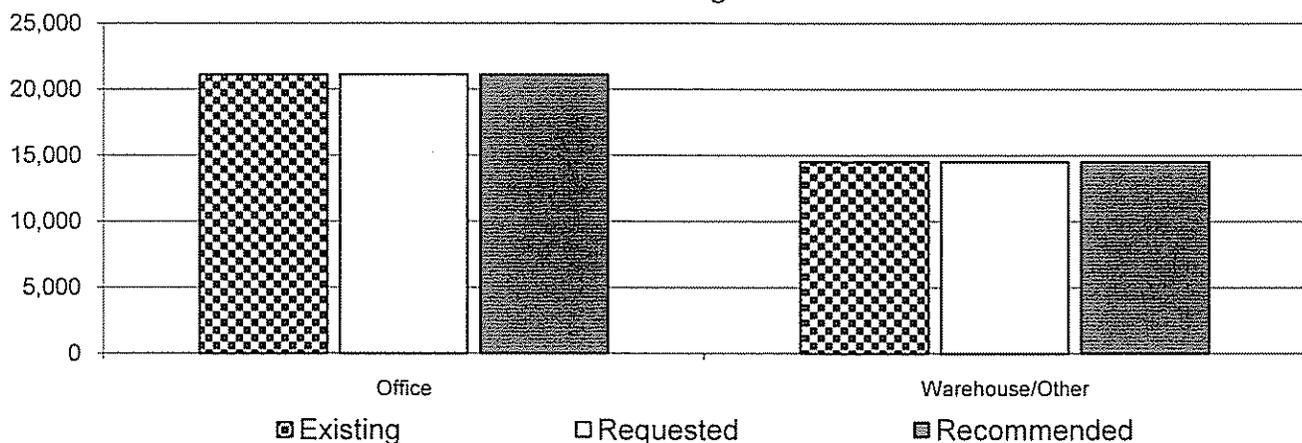
Conservation and Development Sector Type of Space Leased

Table 6

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50
Storage	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35
TOTAL	35,596	\$704,020	\$19.78	35,596	\$704,020	\$19.78	35,596	\$704,021	\$19.78

Conservation and Development Sector Square Footage by Type of Space Leased

Figure 6



Sector Summary: Corrections

The *Corrections* sector is comprised of the following: (1) Department of Children and Families, and (2) Department of Correction.

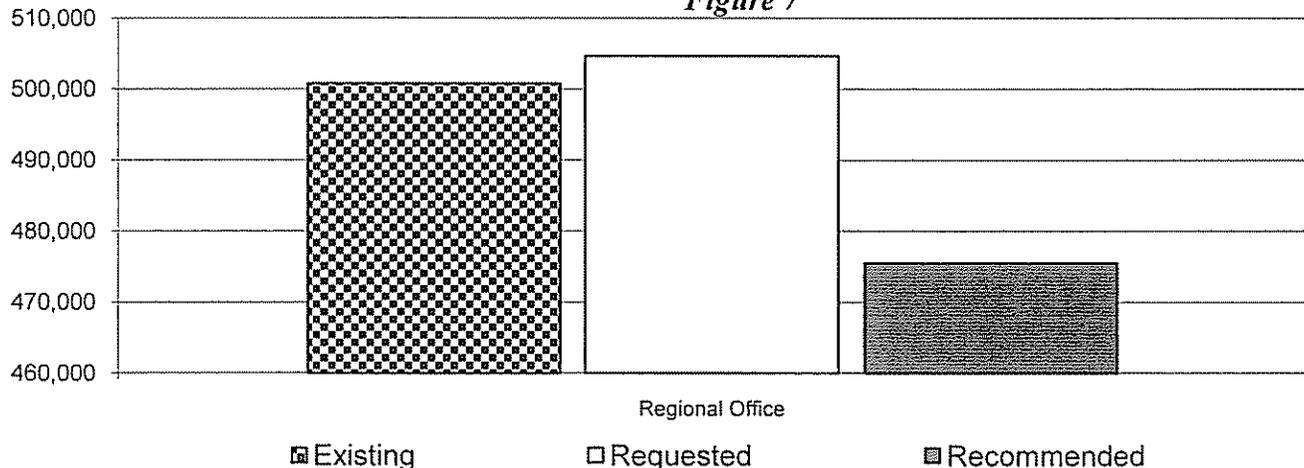
The *Corrections* sector has submitted twenty-three (23) lease requests to OPM totaling 504,658 square feet of space, representing approximately a less than 1% requested increase over existing levels. The State is currently paying \$11,530,467 annually for the *Corrections* sector leased space, or an approximately of \$23.02 per square foot. Currently, 100% of the space leased for the *Corrections* sector is for regional office.

Under this Plan, OPM has recommended approval of a 5.06% decrease in the number of square feet to be leased by the *Corrections* sector. In total, OPM has approved \$10,990,410 in annual costs to lease 475,499 square feet of space, or approximately \$23.11 per square foot.

**Corrections Sector
Type of Space Leased**
Table 7

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Regional Office</i>	500,833	\$11,530,467	\$23.02	504,658	\$13,041,879	\$25.84	475,499	\$10,990,410	\$23.11
TOTAL	500,833	\$11,530,467	\$23.02	504,658	\$13,041,879	\$25.84	475,499	\$10,990,410	\$23.11

**Corrections Sector
Square Footage by Type of Space Leased**
Figure 7



Sector Summary: Education

The *Education* sector is comprised of the following: (1) Board of Education and Services for the Blind, (2) Board for State Academic Awards, (3) Commission on the Deaf and Hearing Impaired, (4) Connecticut Community Colleges, (5) Connecticut State Library, (6) Department of Education, (7) Connecticut State Library, (8) Teachers Retirement Board and (9) the University of Connecticut Health Center.

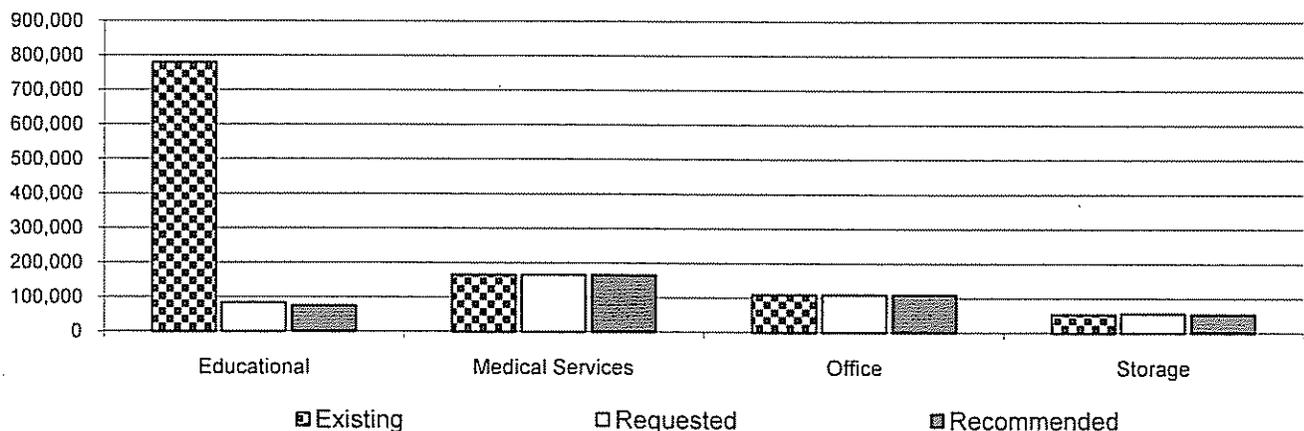
The *Education* sector has submitted twenty-seven (27) lease requests to OPM totaling 413,811 square feet of space, representing a 1.5% requested increase over existing levels. The State is currently paying \$7,154,210 annually for the *Education* sector leased space, or an average of \$17.55 per square foot. Currently, the *Education* sector leases approximately 40% of its space for medical services and approximately 27% office uses.

Under this Plan, OPM has recommended a 1.1% decrease in the number of square feet to be leased by the *Education*. In total, OPM has approved \$6,935,550 in annual costs to lease 403,187 square feet of space, or approximately \$17.20 per square foot.

**Education Sector
Type of Space Leased**
Table 8

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Educational</i>	79,779	\$1,953,847	\$24.49	83,676	\$2,310,724	\$27.62	75,292	\$1,600,178	\$21.25
<i>Medical Services</i>	164,892	\$2,875,337	\$17.44	164,892	\$2,874,339	\$17.43	164,892	\$2,874,339	\$17.43
<i>Office</i>	109,130	\$1,595,138	\$14.62	109,130	\$1,996,220	\$18.29	109,130	\$1,731,145	\$15.86
<i>Storage</i>	53,873	\$729,888	\$13.55	56,113	\$826,371	\$14.73	53,873	\$729,888	\$13.55
TOTAL	407,674	\$7,154,210	\$17.55	413,811	\$8,007,654	\$19.35	403,187	\$6,935,550	\$17.20

**Education Sector
Square Footage by Type of Space Leased**
Figure 8



Sector Summary: General Government

The *General Government* sector is comprised of the following: (1) Attorney General, (2) Department of Information Technology, (3) Department of Revenue Services, (4) the Department of Veterans' Affairs, (5) Division of Criminal Justice, (6) Division of Special Revenue, (7) Office of the Claims Commissioner, (8) Office of the Governor, (9) Office of Workforce Competitiveness, (10) State Comptroller and (11) State Treasurer.

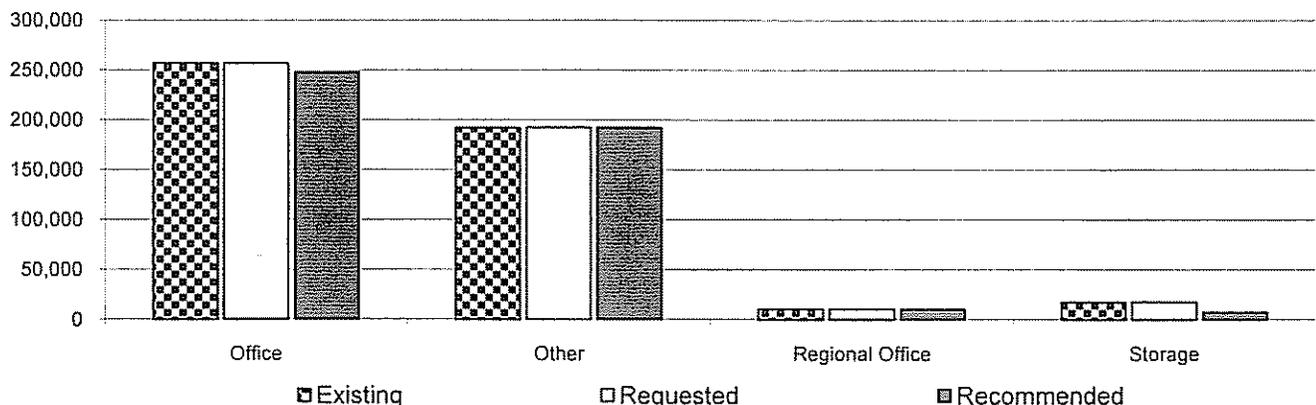
The *General Government* sector has submitted seventeen (17) lease requests to OPM totaling 476,834 square feet of space, representing approximately a less than 1% requested decrease over existing levels. The State is currently paying \$10,935,691 annually for the *General Government* sector leased space, or an average of \$22.93 per square foot. Currently, the *General Government* sector leases approximately 53.8% of its space for office use and 40.3% for "other" uses.

Under this Plan, OPM has recommended approval of a 4% decrease in the number of square feet to be leased by the *General Government* sector. In total, OPM has approved \$10,690,532 in annual costs to lease 457,887 square feet of space, or approximately \$23.35 per square foot.

General Government Sector
Type of Space Leased
Table 9

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	256,718	\$4,404,623	\$17.16	256,581	\$4,444,227	\$17.32	247,704	\$4,237,004	\$17.11
<i>Other</i>	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96
<i>Regional Office</i>	10,434	\$202,803	\$19.44	10,434	\$202,803	\$19.44	10,434	\$202,803	\$19.44
<i>Storage</i>	17,566	\$183,908	\$10.47	17,566	\$183,908	\$10.47	7,496	\$106,368	\$14.19
TOTAL	476,971	\$10,935,691	\$22.93	476,834	\$10,975,295	\$23.02	457,887	\$10,690,532	\$23.35

General Government
Square Footage by Type of Space Leased
Figure 9



Sector Summary: Health and Hospitals

The *Health and Hospitals* sector is comprised of the following: (1) Department of Developmental Services and (2) Department of Mental Health and Addiction Services.

The *Health and Hospitals* sector has submitted eighteen (18) lease requests to OPM totaling 233,229 square feet of space, representing a less than 1% requested increase over existing levels. The State is currently paying \$4,693,359 annually for the *Health and Hospitals* sector leased space, or an average of \$21.15 per square foot. Currently, the *Health and Hospitals* sector leases approximately 60% of its space for office use and approximately 38% of its space for regional office.

Under this Plan, OPM has recommended approval of an increase of less than 1% in the number of square feet to be leased by the *Health and Hospitals* sector. In total, OPM has approved \$4,559,314 in annual costs to lease 222,292 square feet of space, or approximately \$20.51 per square foot.

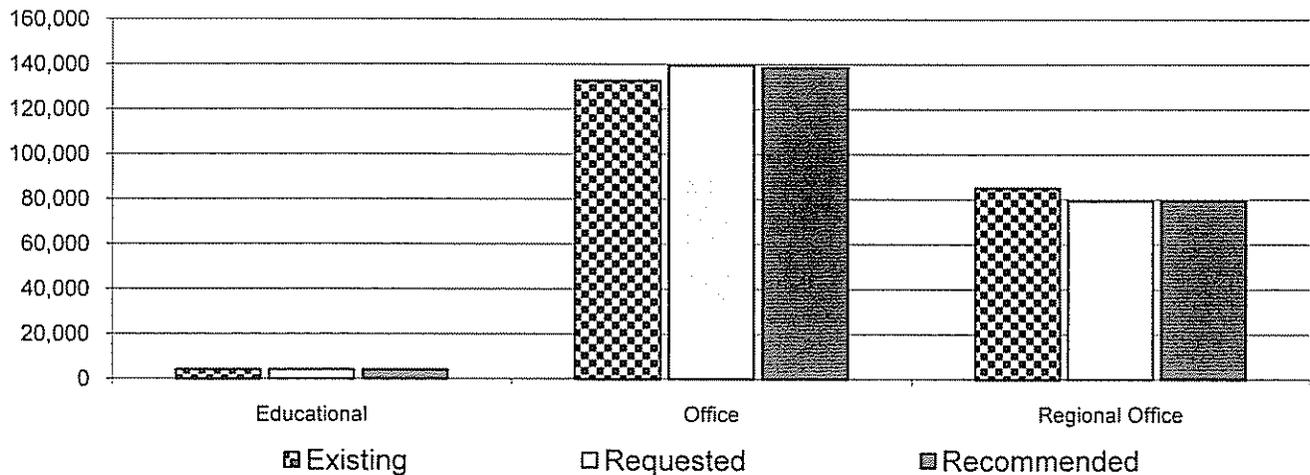
Health and Hospitals Sector Type of Space Leased

Table 10

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.
<i>Educational</i>	4,100	\$86,141	\$21.01	4,100	\$99,056	\$24.16	4,100	\$86,141	\$21.01
<i>Office</i>	132,667	\$3,047,088	\$22.97	139,604	\$3,499,159	\$25.06	138,667	\$3,014,623	\$21.74
<i>Regional Office</i>	85,166	\$1,560,130	\$18.32	79,525	\$1,574,631	\$19.80	79,525	\$1,458,550	\$18.34
TOTAL	221,933	\$4,693,359	\$21.15	223,229	\$5,172,846	\$23.17	222,292	\$4,559,314	\$20.51

Health and Hospitals Sector Square Footage by Type of Space Leased

Figure 10



Sector Summary: Human Services

The *Human Services* sector is comprised of the following: (1) Department of Social Services and (2) Soldiers, Sailors and Marines Fund.

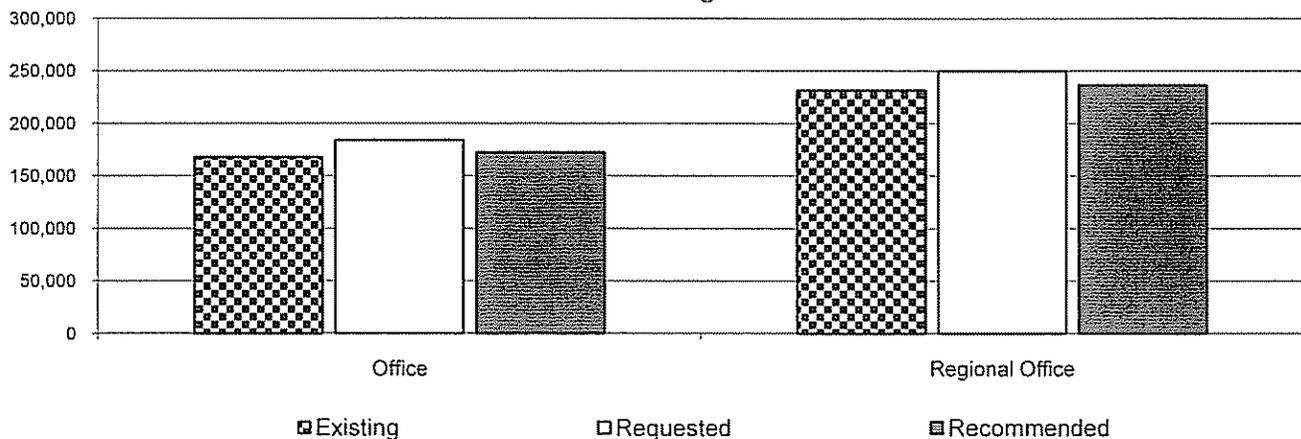
The *Human Services* sector has submitted twenty-seven (27) lease requests to OPM totaling 433,693 square feet of space, representing a 8% requested increase over existing levels. The State is currently paying \$5,966,408 annually for the *Human Services* sector leased space, or an average of \$14.93 per square foot. Currently, the *Human Services* sector leases approximately 58% of its space for regional office space, and approximately 42% of its space for office space.

Under this Plan, OPM has recommended approval of a 2.3% increase in the number of square feet to be leased by the *Human Services* sector. In total, OPM has approved \$6,300,135 in annual costs to lease 408,730 square feet of space, or approximately \$15.41 per square foot.

Human Services
Type of Space Leased
Table 11

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	167,832	\$2,668,837	\$16.02	183,721	\$4,632,249	\$25.21	172,303	\$2,808,719	\$16.30
<i>Regional Office</i>	231,721	\$3,277,571	\$14.14	249,972	\$5,274,123	\$21.10	236,427	\$3,491,416	\$14.77
TOTAL	399,553	\$5,966,408	\$14.93	433,693	\$9,906,372	\$22.84	408,730	\$6,300,135	\$15.41

Human Services Sector
Square Footage by Type of Space Leased
Figure 11



Sector Summary: Judicial

The *Judicial* sector is comprised of the following: (1) Commission on Child Protection, (2) Judicial Branch, and (3) Public Defender Services Commission.

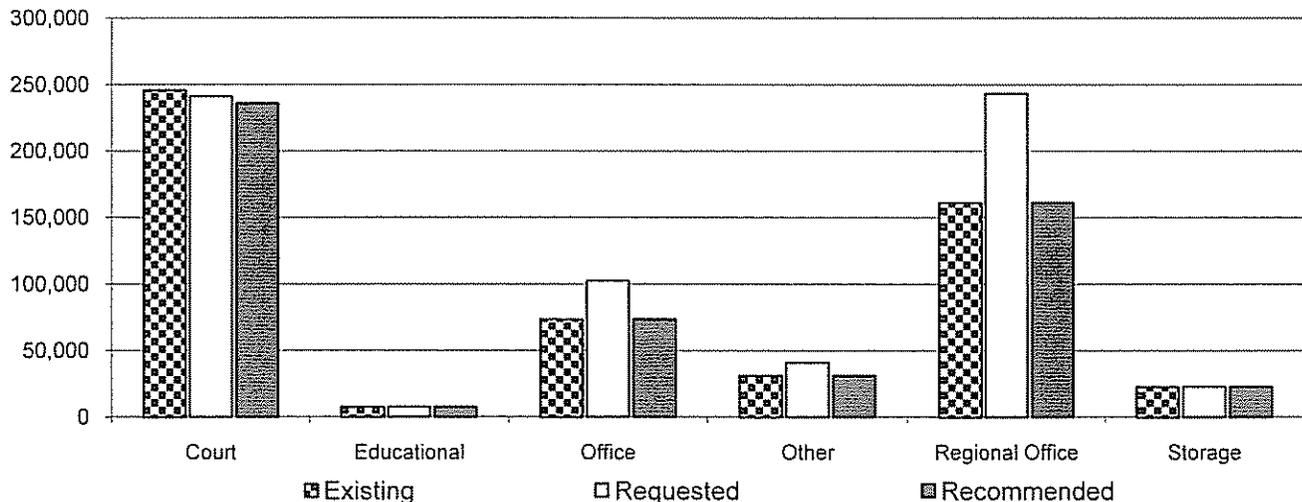
The *Judicial* sector has submitted fifty-nine (59) lease requests to OPM totaling 657,991 square feet of space, representing approximately a 21% requested increase over existing levels. The State is currently paying \$12,431,514 annually for the *Judicial* sector leased space, or an average of \$22.92 per square foot. Currently, the *Judicial* sector leases approximately 45% of its space for court and 30% of its space for “other” purposes.

Under this Plan, OPM has recommended approval of a 1.9% approximate decrease in the number of square feet to be leased by the *Judicial* sector. OPM has approved \$12,158,779 in annual costs to lease 532,100 square feet of space, or approximately \$22.85 per square foot.

Judicial Sector
Type of Space Leased
Table 12

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Court</i>	245,915	\$6,036,259	\$24.55	241,116	\$5,940,205	\$24.64	235,630	\$5,923,066	\$25.14
<i>Educational</i>	7,820	\$206,433	\$26.40	7,820	\$233,372	\$29.84	7,820	\$212,625	\$27.19
<i>Office</i>	73,476	\$1,602,615	\$21.81	102,372	\$2,186,453	\$21.36	73,476	\$1,514,664	\$20.61
<i>Other</i>	31,271	\$928,749	\$29.70	40,771	\$1,369,600	\$33.59	31,271	\$928,749	\$29.70
<i>Regional Office</i>	161,141	\$3,457,880	\$21.46	243,150	\$4,750,810	\$19.54	161,141	\$3,380,097	\$20.98
<i>Storage</i>	22,762	\$199,578	\$8.77	22,762	\$292,947	\$12.87	22,762	\$199,578	\$8.77
TOTAL	542,385	\$12,431,514	\$22.92	657,991	\$14,773,386	\$22.45	532,100	\$12,158,779	\$22.85

Judicial Sector
Square Footage by Type of Space Leased
Figure 12



Sector Summary: Regulation and Protection

The *Regulation and Protection* sector is comprised of: (1) Commission of Human Rights and Opportunities, (2) Department of Banking, (3) Department of Labor, (4) Department of Motor Vehicles, (5) Department of Public Utility Control, (6) Insurance Department, (7) Military Department, (8) Office of the Child Advocate, and (9) Workers' Compensation Commission.

The *Regulation and Protection* sector has submitted thirty-nine (39) lease requests totaling 527,774 square feet of space, representing approximately a 2% decrease over existing levels. The State is currently paying \$10,099,734 annually for the *Regulation and Protection* sector or an average of \$18.78 per square foot. The *Regulation and Protection* sector leases approximately 82% of its space for office, approximately 17% for court space.

Under this Plan, OPM has recommended approval of a 4.4% approximate decrease in the number of square feet to be leased by the *Regulation and Protection* sector. OPM has approved \$9,797,954 in annual costs for 514,107 square feet of space, or \$19.06 per square foot.

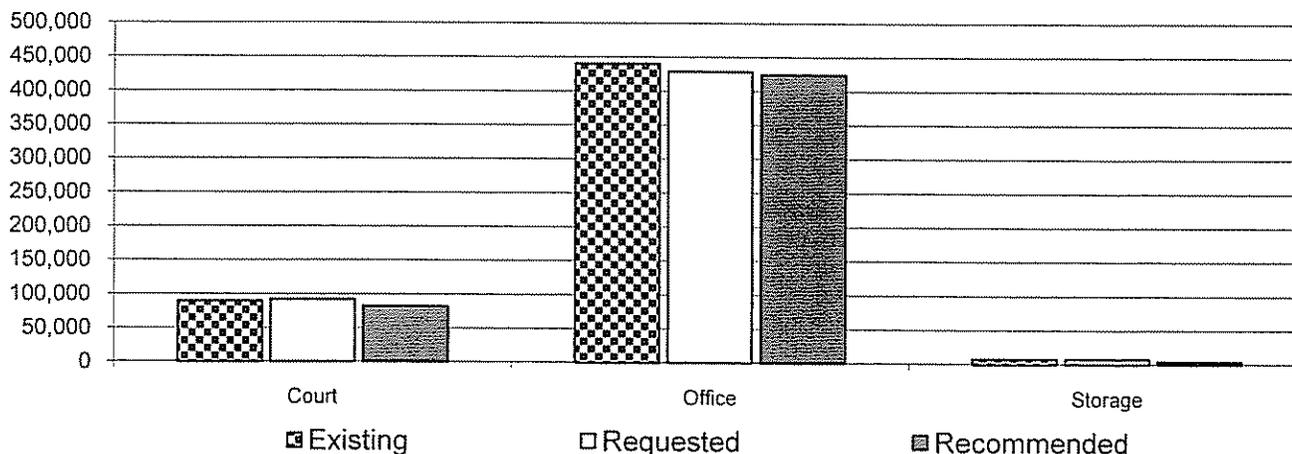
Regulation and Protection Type of Space Leased

Table 13

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Court</i>	89,729	\$1,794,792	\$20.00	91,731	\$1,998,620	\$21.79	82,229	\$1,714,255	\$20.85
<i>Office</i>	440,333	\$8,274,562	\$18.79	428,448	\$8,191,424	\$19.12	424,283	\$8,048,699	\$18.97
<i>Storage</i>	7,595	\$30,380	\$4.00	7,595	\$35,000	\$4.61	7,595	\$35,000	\$4.61
TOTAL	537,657	\$10,099,734	\$18.78	527,774	\$10,225,045	\$19.37	514,107	\$9,797,954	\$19.06

Regulation & Protection Sector Square Footage by Type of Space Leased

Figure 13



Agency Summary: Attorney General

The Attorney General has submitted three (3) space requests totaling 100,260 square feet of space which represents approximately a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,719,326 annually to lease 100,260 square feet of space at an average of \$17.15 per square foot.

The existing space being leased for the Attorney General is used as follows:

- 100% - Office Space

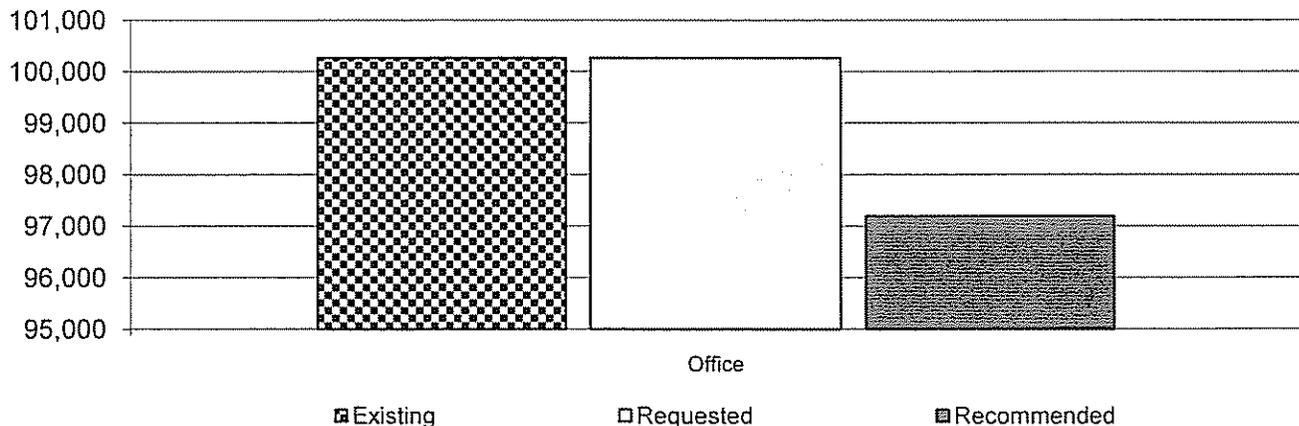
Under this Plan, OPM has recommended a 3.06% decrease in the number of square feet to be leased by the Attorney General.

In total OPM has approved \$1,675,543 in annual costs to lease 97,194 square feet of space, or approximately \$17.24 per square foot.

**Attorney General
Type of Space Leased**
Table 14

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	100,260	\$1,719,326	\$17.15	100,260	\$1,751,794	\$17.47	97,194	\$1,675,543	\$17.24
TOTAL	100,260	\$1,719,326	\$17.15	100,260	\$1,751,794	\$17.47	97,194	\$1,675,543	\$17.24

**Attorney General
Square Footage by Type of Space Leased**
Figure 14



Agency Summary: Board for State Academic Awards

The Board for State Academic Awards has submitted one (1) space request totaling 10,027 square feet of space representing no increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$121,828 annually to lease 10,027 square feet of space at an average of \$12.15 per square foot.

The existing space being leased for the Board for State Academic Awards is used as follows:

- 100% - Office Space

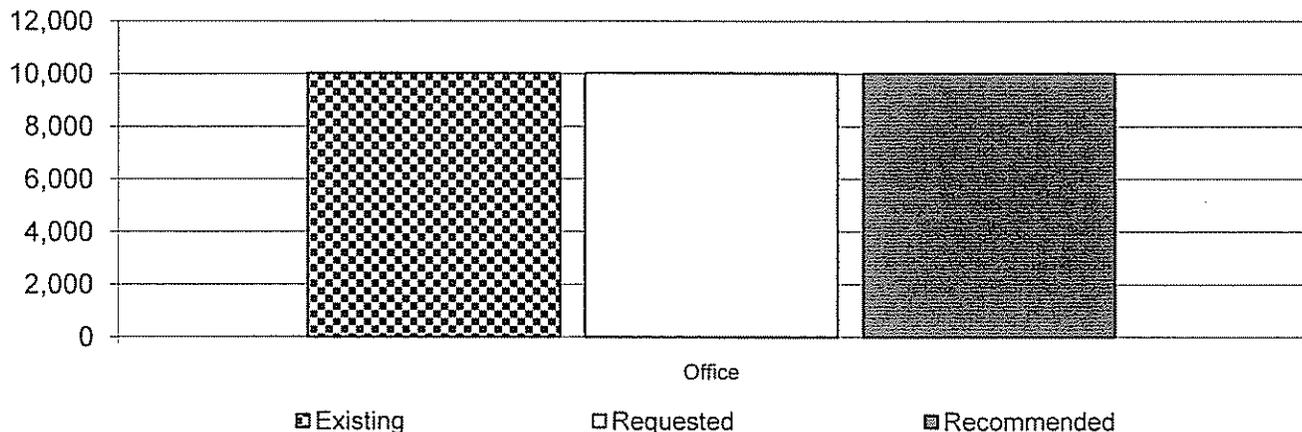
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the State Board for Academic Awards.

In total OPM has approved \$121,828 in annual costs to lease 10,027 square feet of space, or approximately \$12.15 per square foot.

**State Board for Academic Awards
Type of Space Leased**
Table 15

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.
<i>Office</i>	10,027	\$121,828	\$12.15	10,027	\$121,828	\$12.15	10,027	\$121,828	\$12.15
TOTAL	10,027	\$121,828	\$12.15	10,027	\$121,828	\$12.15	10,027	\$121,828	\$12.15

**State Board for Academic Awards
Square Footage by Type of Space Leased**
Figure 15



Agency Summary: Board of Education & Services for the Blind

The Board of Education and Services for the Blind has submitted one (1) space request totaling 40,340 square feet of space which represents approximately a 0% increase when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$403,400 annually to lease 40,340 square feet of space at an average of \$10.00 per square foot.

The existing space being leased for the Board of Education and Services for the Blind is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Board of Education and Services for the Blind.

In total OPM has approved \$524,420 in annual costs to lease 40,340 square feet of space, or approximately \$13.00 per square foot.

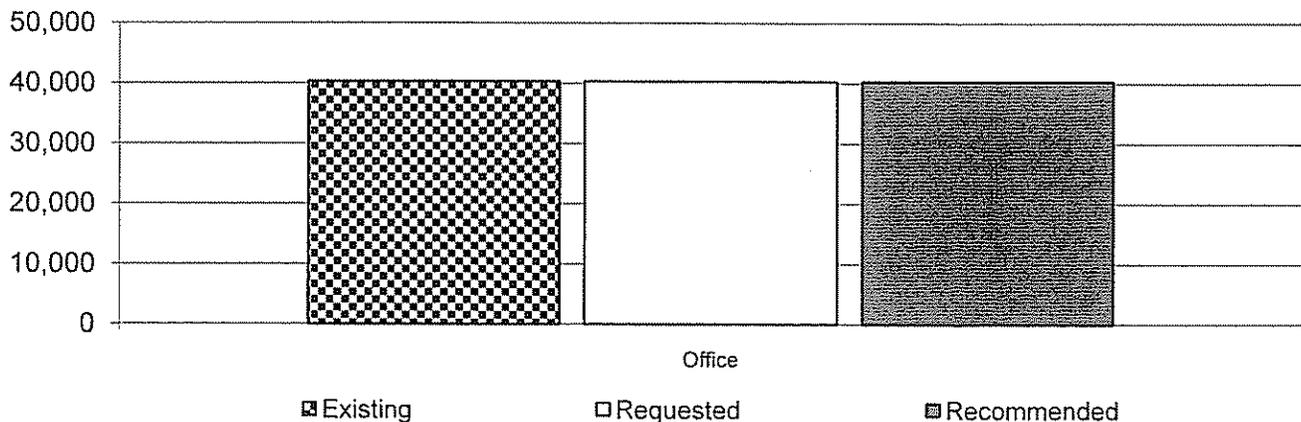
Board of Education and Services for the Blind Type of Space Leased

Table 16

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	40,340	\$403,400	\$10.00	40,340	\$727,420	\$18.03	40,340	\$524,420	\$13.00
TOTAL	40,340	\$403,400	\$10.00	40,340	\$727,420	\$18.03	40,340	\$524,420	\$13.00

Board of Education and Services for the Blind Square Footage by Type of Space Leased

Figure 16



Agency Summary: Commission on Child Protection

The Commission on Child Protection has submitted one (1) space request totaling 4,041 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$72,738 annually to lease 4,041 square feet of space at an average of \$18.00 per square foot.

The existing space being leased for the Commission on Child Protection is being used as follows:

- 100% - Office Space

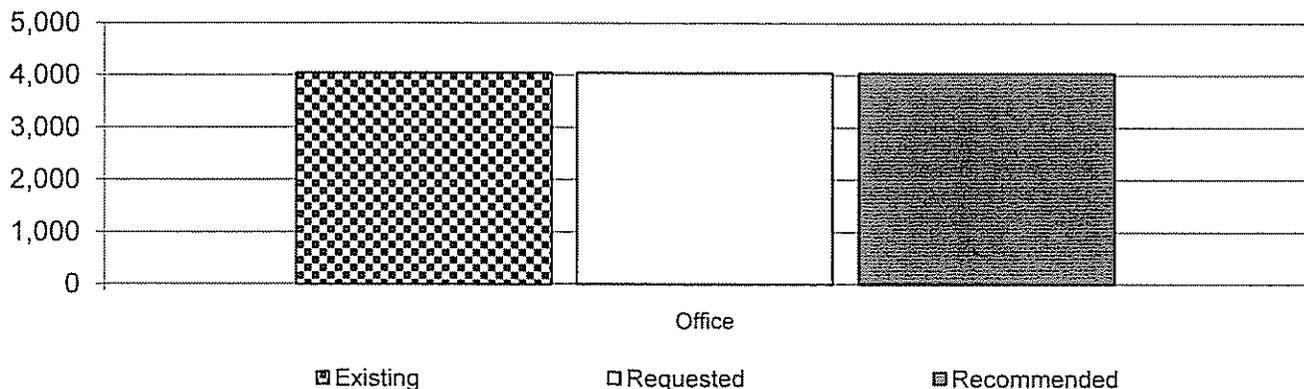
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Commission on Child Protection.

In total OPM has approved \$83,649 in annual costs to lease 4,041 square feet of space, or approximately \$20.70 per square foot.

Commission on Child Protection
Type of Space Leased
Table 17

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	4,041	\$72,738	\$18.00	4,041	\$83,649	\$20.70	4,041	\$83,649	\$20.70
TOTAL	4,041	\$72,738	\$18.00	4,041	\$83,649	\$20.70	4,041	\$83,649	\$20.70

Commission on Child Protection
Square Footage by Type of Space Leased
Figure 17



Agency Summary: Commission on Human Rights and Opportunities

The Commission on Human Rights and Opportunities has submitted one (1) space requests totaling 3,851 square feet of space representing a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$70,042 annually to lease 3,851 square feet of space at an average of \$18.19 per square foot.

The existing space being leased for the Commission on Human Rights and Opportunities is used as follows:

- 100% - Office Space

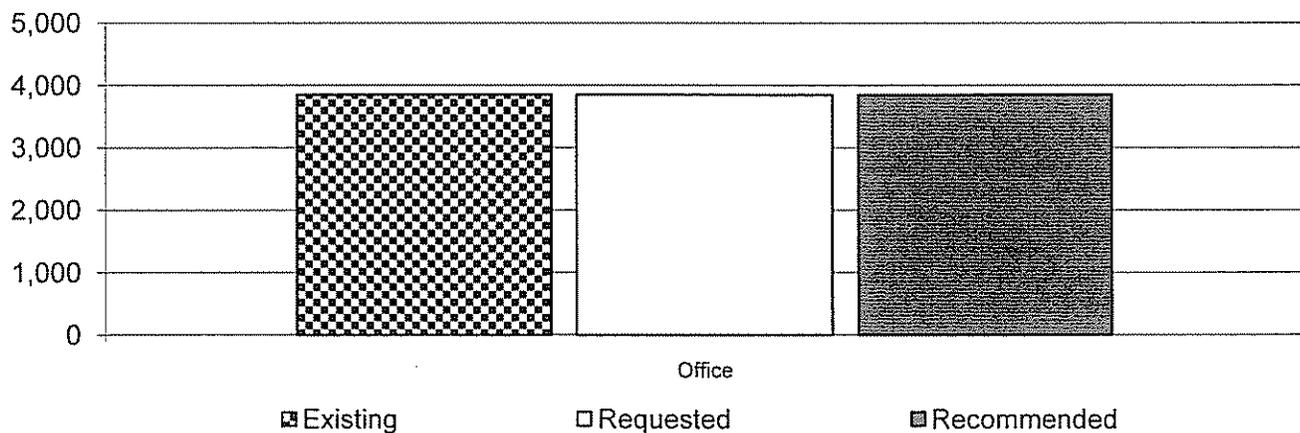
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Commission on Human Rights and Opportunities.

In total OPM has approved \$70,042 in annual costs to lease 3,851 square feet of space, or approximately \$18.19 per square foot.

Commission on Human Rights and Opportunities
Type of Space Leased
Table 18

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	3,851	\$70,042	\$18.19	3,851	\$70,042	\$18.19	3,851	\$70,042	\$18.19
TOTAL	3,851	\$70,042	\$18.19	3,851	\$70,042	\$18.19	3,851	\$70,042	\$18.19

Commission on Human Rights and Opportunities
Square Footage by Type of Space Leased
Figure 18



Agency Summary: Commission on the Deaf and Hearing Impaired

The Commission on the Deaf and Hearing Impaired has submitted one (1) space request totaling 4,592 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$81,115 annually to lease 4,592 square feet of space at an average of \$17.66 per square foot.

The existing space being leased for the Commission on the Deaf and Hearing Impaired is used as follows:

- 100% - Office Space

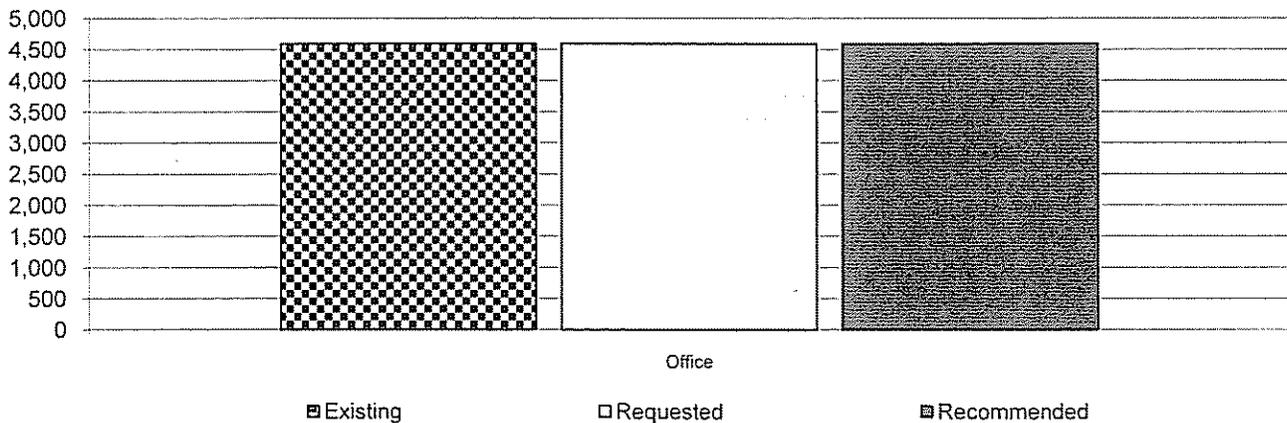
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Commission on the Deaf and Hearing Impaired.

In total OPM has approved \$81,115 in annual costs to lease 4,592 square feet of space, or approximately \$17.66 per square foot.

Commission on the Deaf and Hearing Impaired
Type of Space Leased
Table 19

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	4,592	\$81,115	\$17.66	4,592	\$81,115	\$17.66	4,592	\$81,115	\$17.66
TOTAL	4,592	\$81,115	\$17.66	4,592	\$81,115	\$17.66	4,592	\$81,115	\$17.66

Commission on the Deaf and Hearing Impaired
Square Footage by Type of Space Leased
Figure 19



Agency Summary: Connecticut Community Colleges

The Connecticut Community Colleges have submitted five (5) space requests totaling 83,676 square feet of space which represents a 4.8% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,953,847 annually to lease 79,779 square feet of space at an average of \$24.49 per square foot.

The existing space being leased for the Connecticut Community Colleges is used as follows:

- 100% - Educational

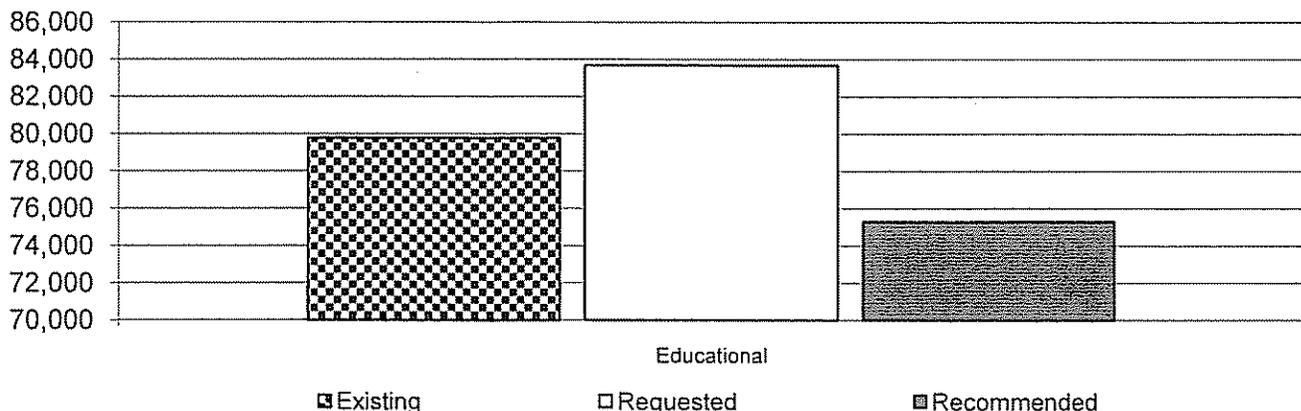
Under this Plan, OPM has recommended a 5.62% decrease in the number of square feet to be leased by the Connecticut Community Colleges.

In total OPM has approved \$1,600,178 in annual costs to lease 75,292 square feet of space, or approximately \$21.25 per square foot.

**Connecticut Community Colleges
Type of Space Leased**
Table 20

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Educational</i>	79,779	\$1,953,847	\$24.49	83,676	\$2,310,724	\$27.62	75,292	\$1,600,178	\$21.25
TOTAL	79,779	\$1,953,847	\$24.49	83,676	\$2,310,724	\$27.62	75,292	\$1,600,178	\$21.25

**Connecticut Community Colleges
Square Footage by Type of Space Leased**
Figure 20



Agency Summary: Connecticut State Library

The Connecticut State Library has submitted two (2) space requests totaling 56,113 square feet of space which represents a 4.16% change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$729,888 annually to lease 53,873 square feet of space at an average of \$13.55 per square foot.

The existing space being leased for the Connecticut State Library is used as follows:

- 100% - Storage

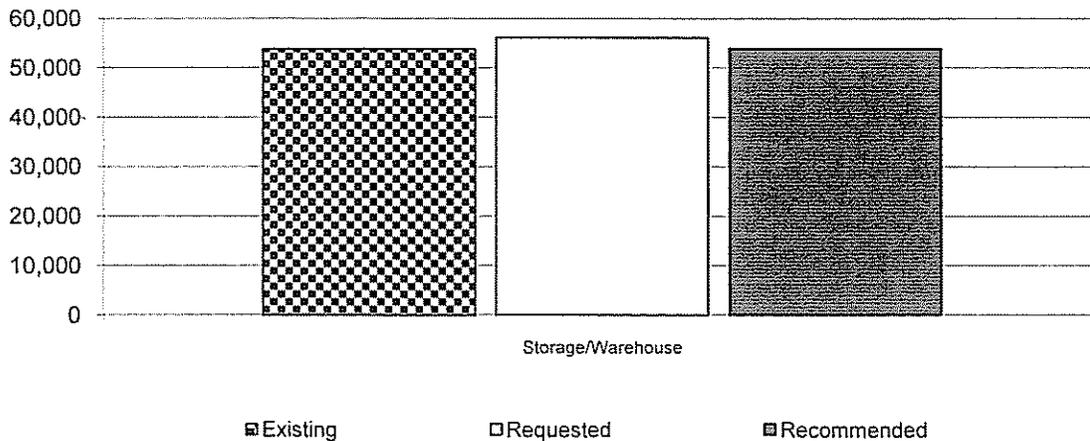
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Connecticut State Library.

In total OPM has approved \$729,888 in annual costs to lease 53,873 square feet of space, or approximately \$13.55 per square foot.

**Connecticut State Library
Type of Space Leased**
Table 21

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Storage</i>	53,873	\$729,888	\$13.55	56,113	\$826,371	\$14.73	53,873	\$729,888	\$13.55
TOTAL	53,873	\$729,888	\$13.55	56,113	\$826,371	\$14.73	53,873	\$729,888	\$13.55

**Connecticut State Library
Square Footage by Type of Space Leased**
Figure 21



Agency Summary: Commission on Culture and Tourism

The Commission on Culture and Tourism submitted one (1) space request totaling 21,115 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$496,203 annually to lease 21,115 square feet of space at an average of \$23.50 per square foot.

The existing space being leased for Culture, Arts and Tourism is used as follows:

- 100% - Office

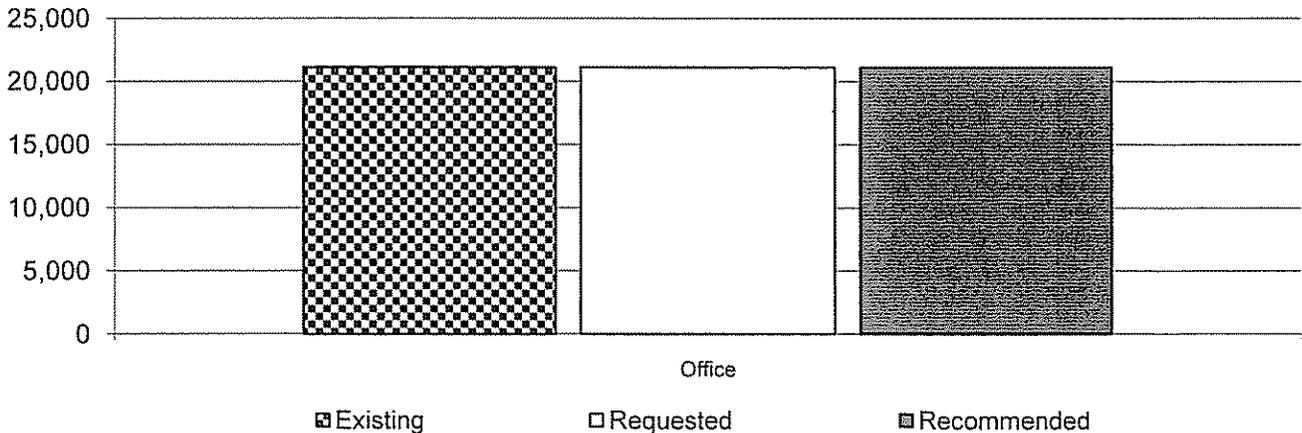
Under this Plan, OPM has recommended no change in the number of square feet to be leased by Culture, Arts and Tourism.

In total OPM has approved \$496,203 in annual costs to lease 21,115 square feet of space, or approximately \$23.50 per square foot.

Culture, Arts and Tourism
Type of Space Leased
Table 22

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50
TOTAL	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50	21,115	\$496,203	\$23.50

Commission on Culture and Tourism
Square Footage by Type of Space Leased
Figure 22



Agency Summary: Department of Banking

The Department of Banking has submitted one (1) space request totaling 30,144 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$716,952 annually to lease 30,144 square feet of space at an average of \$23.78 per square foot.

The existing space being leased for the Department of Banking is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended approval of a 0% increase in the number of square feet to be leased by the Department of Banking.

In total OPM has approved \$692,880 in annual costs to lease 30,144 square feet of space, or approximately \$22.99 per square foot.

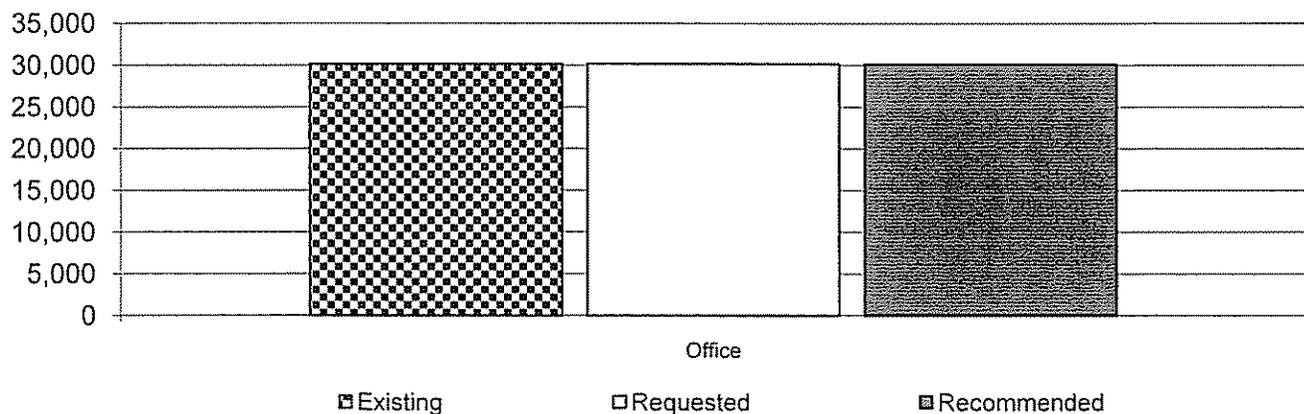
Department of Banking Type of Space Leased

Table 23

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	30,144	\$716,952	\$23.78	30,144	\$692,880	\$22.99	30,144	\$692,880	\$22.99
TOTAL	30,144	\$716,952	\$23.78	30,144	\$692,880	\$22.99	30,144	\$692,880	\$22.99

Department of Banking Square Footage by Type of Space Leased

Figure 23



Agency Summary: Department of Children and Families

The Department of Children and Families has submitted seventeen (17) space requests totaling 457,845 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$10,908,088 annually to lease 457,845 square feet of space at an average of \$23.82 per square foot.

The existing space being leased for the Department of Children and Families is used as follows:

- 100% - Regional Office Space

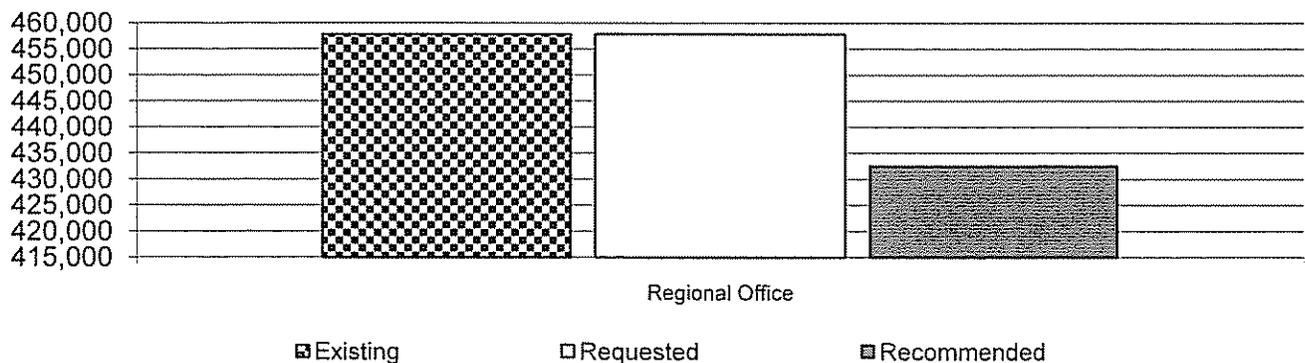
Under this Plan, OPM has recommended approval of a 5.53% decrease in the number of square feet to be leased by the Department of Children and Families.

In total OPM has approved \$10,368,030 in annual costs to lease 432,511 square feet of space, or approximately \$23.97 per square foot.

**Department of Children and Families
Type of Space Leased
Table 24**

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Regional Office</i>	457,845	\$10,908,088	\$23.82	457,845	\$11,782,751	\$25.74	432,511	\$10,368,030	\$23.97
TOTAL	457,845	\$10,908,088	\$23.82	457,845	\$11,782,751	\$25.74	432,511	\$10,368,030	\$23.97

**Department of Children and Families
Square Footage by Type of Space Leased
Figure 24**



Agency Summary: Department of Correction

The Department of Correction has submitted six (6) space requests totaling 46,813 square feet of space which represents a 8.9% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$622,379 annually to lease 42,988 square feet of space at an average of \$14.48 per square foot.

The existing space being leased for the Department of Correction is used as follows:

- 100% - Regional Office

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Correction.

In total OPM has approved \$622,380 in annual costs to lease 42,988 square feet of space, or approximately \$14.48 per square foot.

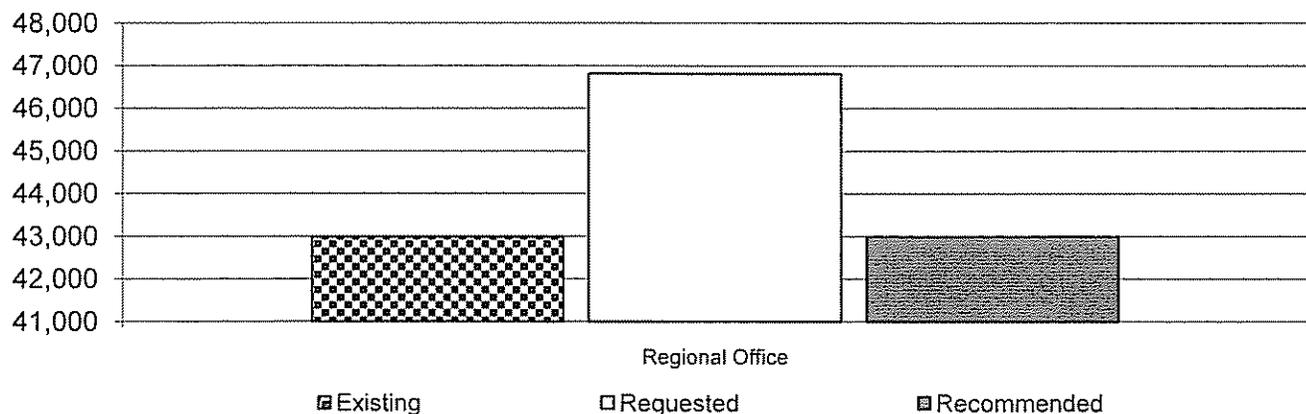
Department of Correction Type of Space Leased

Table 25

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost/Sq. Ft.	Sq. Ft.	Annual Cost	Cost/Sq. Ft.	Sq. Ft.	Annual Cost	Cost/Sq. Ft.
<i>Regional Office</i>	42,988	\$622,379	\$14.48	46,813	\$1,259,127	\$26.90	42,988	\$622,380	\$14.48
TOTAL	42,988	\$622,379	\$14.48	46,813	\$1,259,127	\$26.90	42,988	\$622,380	\$14.48

Department of Correction Square Footage by Type of Space Leased

Figure 25



Agency Summary: Department of Developmental Services

The Department of Developmental Services has submitted six (6) space requests totaling 83,625 square feet of space which represents a 6.32% decrease over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,646,271 annually to lease 89,266 square feet of space at an average of \$18.44 per square foot.

The existing space being leased for the Department of Mental Retardation is used as follows:

- 5% - Educational Space
- 95% - Regional Office Space

Under this Plan, OPM has recommended approval of a 6.32% decrease in the number of square feet to be leased by the Department of Developmental Services.

In total OPM has approved \$1,544,691 in annual costs to lease 83,625 square feet of space, or approximately \$18.47 per square foot.

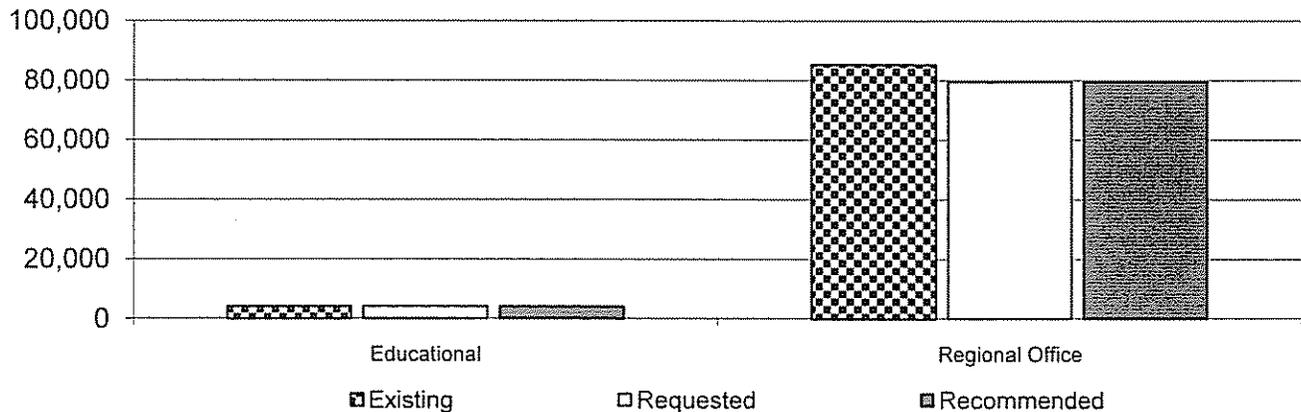
Department of Developmental Services Type of Space Leased

Table 26

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Educational</i>	4,100	\$86,141	\$21.01	4,100	\$99,056	\$24.16	4,100	\$86,141	\$21.01
<i>Regional Office</i>	85,166	\$1,560,130	\$18.32	79,525	\$1,574,631	\$19.80	79,525	\$1,458,550	\$18.34
TOTAL	89,266	\$1,646,271	\$18.44	83,625	\$1,673,687	\$20.01	83,625	\$1,554,691	\$18.47

Department of Developmental Services Square Footage by Type of Space Leased

Figure 26



Agency Summary: Department of Education

The Department of Education has submitted two (2) space requests totaling 40,741 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$691,266 annually to lease 40,741 square feet of space at an average of \$16.97 per square foot.

The existing space being leased for the Department of Education is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Education.

In total OPM has approved \$691,266 in annual costs to lease 40,741 square feet of space, or approximately \$16.97 per square foot.

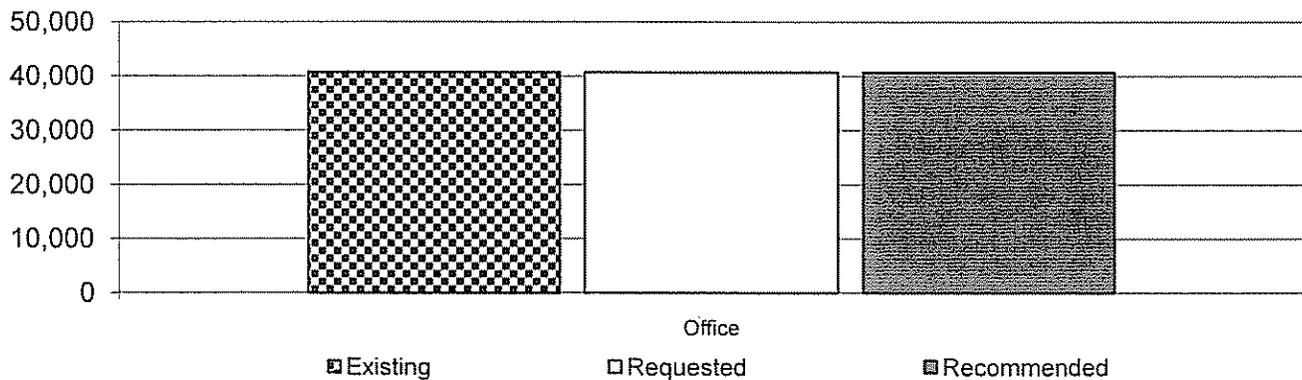
Department of Education Type of Space Leased

Table 27

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	40,741	\$691,266	\$16.97	40,741	\$753,341	\$18.49	40,741	\$691,266	\$16.97
TOTAL	40,741	\$691,266	\$16.97	40,741	\$753,341	\$18.49	40,741	\$691,266	\$16.97

Department of Education Square Footage by Type of Space Leased

Figure 27



Agency Summary: Department of Environmental Protection

The Department of Environmental Protection has submitted one (1) space request totaling 14,481 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$207,818 annually to lease 14,481 square feet of space at an average of \$14.35 per square foot.

The existing space being leased for the Department of Environmental Protection is used as follows:

- 100% - Storage

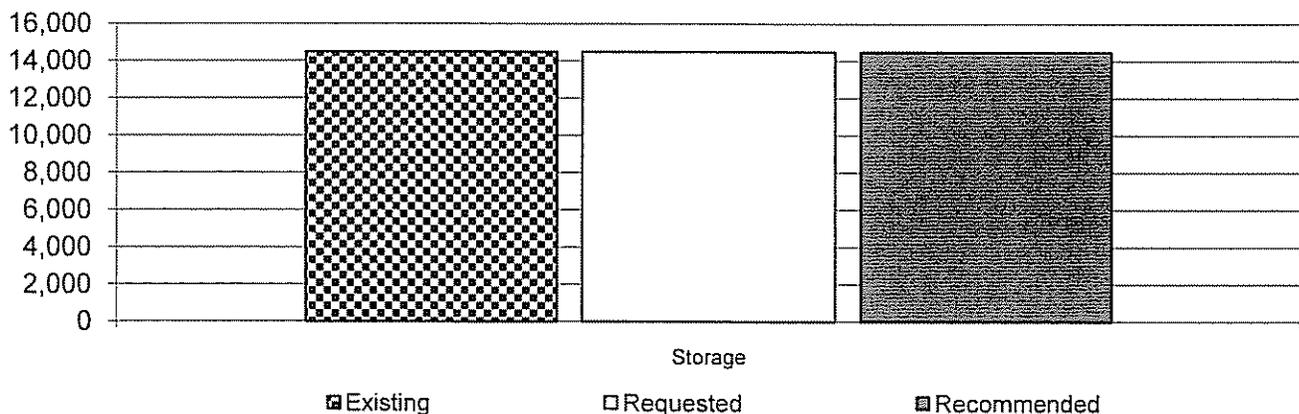
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Environmental Protection.

In total OPM has approved \$207,818 in annual costs to lease 14,481 square feet of space, or approximately \$14.35 per square foot.

Department of Environmental Protection
Type of Space Leased
Table 28

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Storage</i>	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35
TOTAL	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35	14,481	\$207,818	\$14.35

Department of Environmental Protection
Square Footage by Type of Space Leased
Figure 28



Agency Summary: Department of Information Technology

The Department of Information Technology has submitted one (1) space request totaling 192,253 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$6,144,357 annually to lease 192,253 square feet of space at an average of \$31.96 per square foot.

The existing space being leased for the Department of Information Technology is used as follows:

- 100% - Office Space

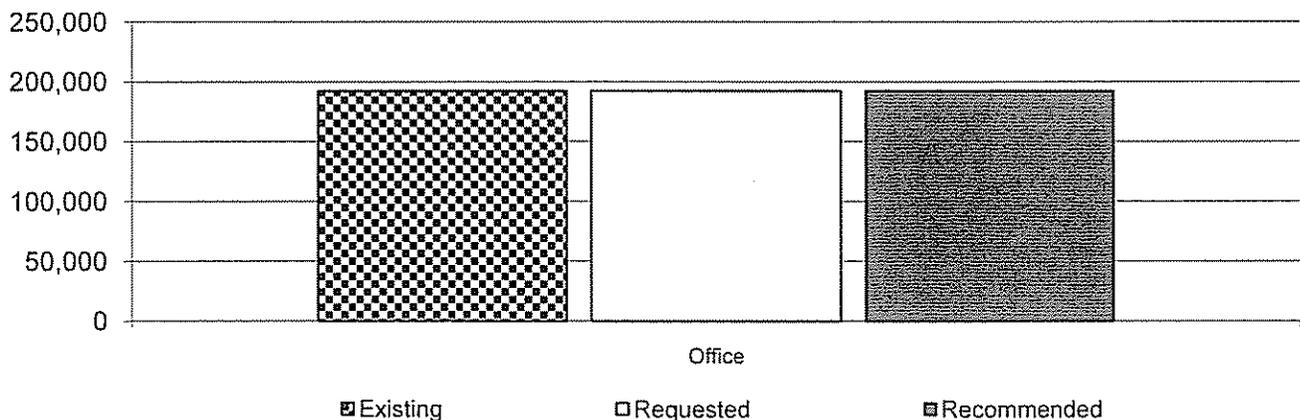
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Information Technology.

In total OPM has approved \$6,144,357 in annual costs to lease 192,253 square feet of space, or approximately \$31.96 per square foot.

Department of Information Technology
Type of Space Leased
Table 29

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96
TOTAL	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96	192,253	\$6,144,357	\$31.96

Department of Information Technology
Square Footage by Type of Space Leased
Figure 29



Agency Summary: Department of Labor

The Department of Labor has submitted eighteen (18) space requests totaling 216,094 square feet of space which represents a decrease of approximately 5.21% when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$4,038,615 annually to lease 227,979 square feet of space at an average of \$17.71 per square foot.

The existing space being leased for the Department of Labor is used as follows:

- 97% - Office Space
- 3% - Storage Space

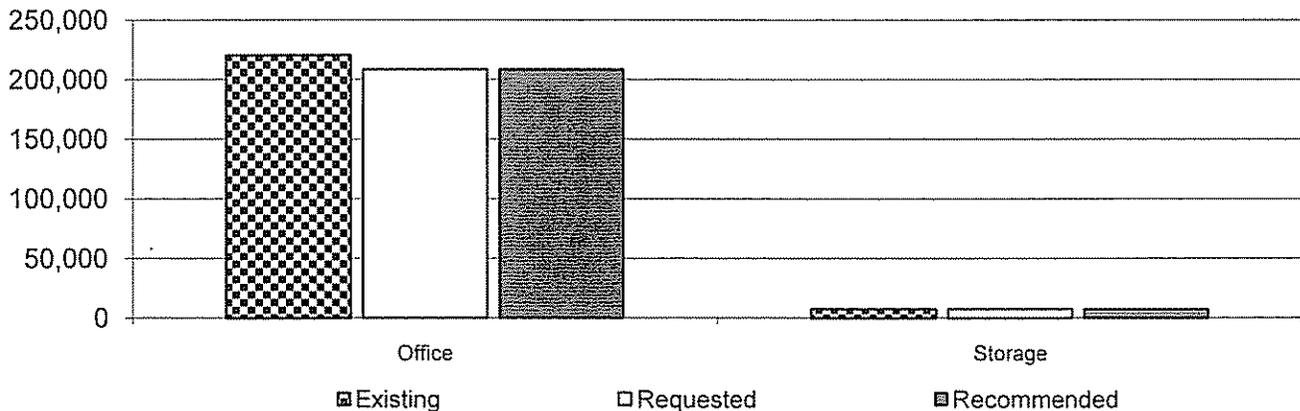
Under this Plan, OPM has recommended approval of a 5.21% decrease in the number of square feet to be leased by the Department of Labor.

In total OPM has approved \$4,019,086 in annual costs to lease 216,094 square feet of space, or approximately \$18.60 per square foot.

**Department of Labor
Type of Space Leased**
Table 30

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	220,384	\$4,008,235	\$18.19	208,499	\$4,039,684	\$19.38	208,499	\$3,984,086	\$19.11
Storage/Warehouse	7,595	\$30,380	\$4.00	7,595	\$35,000	\$4.61	7,595	\$35,000	\$4.61
TOTAL	227,979	\$4,038,615	\$17.71	216,094	\$4,074,684	\$18.86	216,094	\$4,019,086	\$18.60

**Department of Labor
Square Footage by Type of Space Leased**
Figure 30



Agency Summary: Department of Mental Health & Addiction Services

The Department of Mental Health and Addiction Services has submitted twelve (12) space requests totaling 139,604 square feet of space which represents a 5.23% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$3,047,088 annually to lease 132,667 square feet of space at an average of \$22.97 per square foot.

The existing space being lease for the Department of Mental Health and Addiction Services is used as follows:

- 100% - Office Space

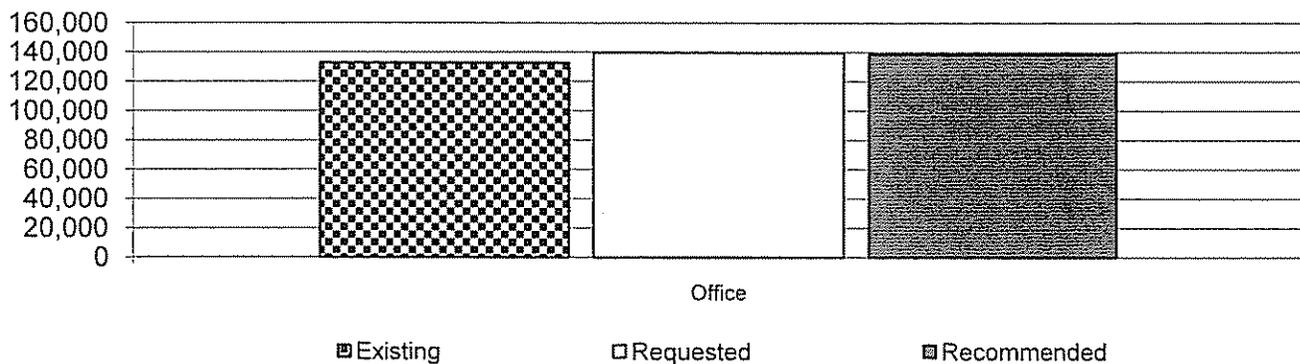
Under this Plan, OPM has recommended an increase of approximately 4.52% in the number of square feet to be leased by the Department of Mental Health and Addiction Services.

In total OPM has approved \$3,014,623 in annual costs to lease 138,667 square feet of space, or approximately \$21.74 per square foot.

Department of Mental Health and Addiction Services
Type of Space Leased
Table 31

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	132,667	\$3,047,088	\$22.97	139,604	\$3,499,159	\$25.06	138,667	\$3,014,623	\$21.74
TOTAL	132,667	\$3,047,088	\$22.97	139,604	\$3,499,159	\$25.06	138,667	\$3,014,623	\$21.74

Department of Mental Health & Addiction Services
Square Footage by Type of Space Leased
Figure 31



Agency Summary: Department of Motor Vehicles

The Department of Motor Vehicles has submitted five (5) space requests totaling 53,114 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,178,274 annually to lease 53,114 square feet of space at an average of \$22.18 per square foot.

The existing space being leased for the Department of Motor Vehicles is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Motor Vehicles.

In total OPM has approved \$1,178,274 in annual costs to lease 53,114 square feet of space, or approximately \$22.18 per square foot.

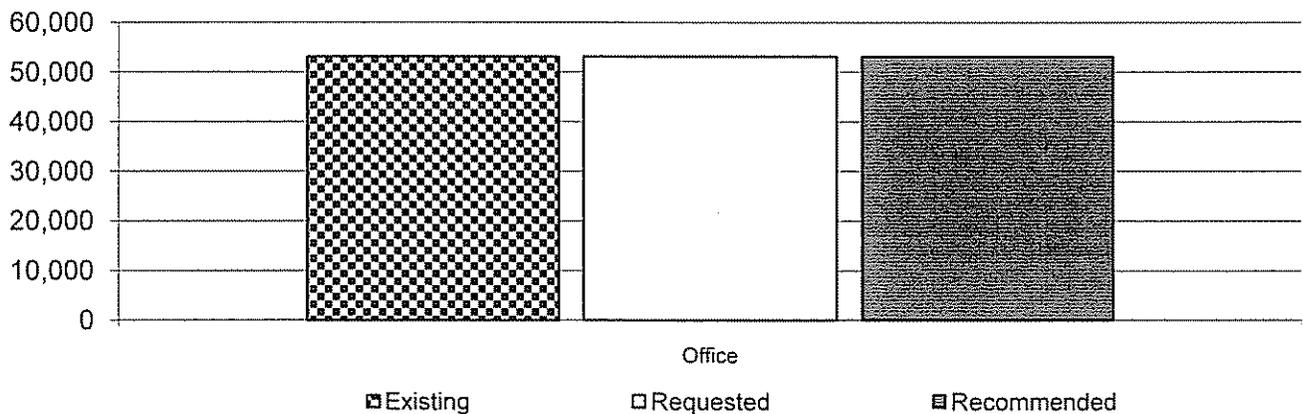
Department of Motor Vehicles Type of Space Leased

Table 32

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	53,114	\$1,178,274	\$22.18	53,114	\$1,178,274	\$22.18	53,114	\$1,178,274	\$22.18
TOTAL	53,114	\$1,178,274	\$22.18	53,114	\$1,178,274	\$22.18	53,114	\$1,178,274	\$22.18

Department of Motor Vehicles Square Footage by Type of Space Leased

Figure 32



Agency Summary: Department of Public Utility Control

The Department of Public Utility Control has submitted one (1) space request totaling 60,648 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$853,107 annually to lease 60,648 square feet of space at an average of \$14.07 per square foot.

The existing space being leased for the Department of Public Utility Control is used as follows:

- 100% - Office Space

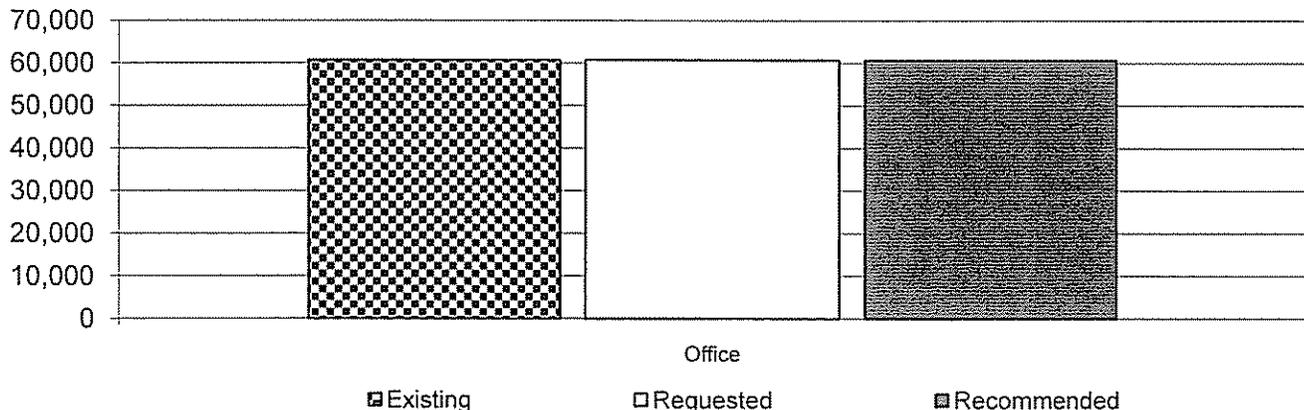
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Department of Public Utility Control.

In total OPM has approved \$853,107 in annual costs to lease 60,648 square feet of space, or approximately \$14.07 per square foot.

**Department of Public Utility Control
Type of Space Leased**
Table 33

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	60,648	\$853,107	\$14.07	60,648	\$853,107	\$14.07	60,648	\$853,107	\$14.07
TOTAL	60,648	\$853,107	\$14.07	60,648	\$853,107	\$14.07	60,648	\$853,107	\$14.07

**Department of Public Utility Control
Square Footage by Type of Space Leased**
Figure 33



Agency Summary: Department of Revenue Services

The Department of Revenue Services has submitted two (2) space requests totaling 10,434 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$202,802 annually to lease 10,434 square feet of space at an average of \$19.44 per square foot.

The existing space being leased for the Department of Revenue Services is used as follows:

- 100% - Regional Office Space

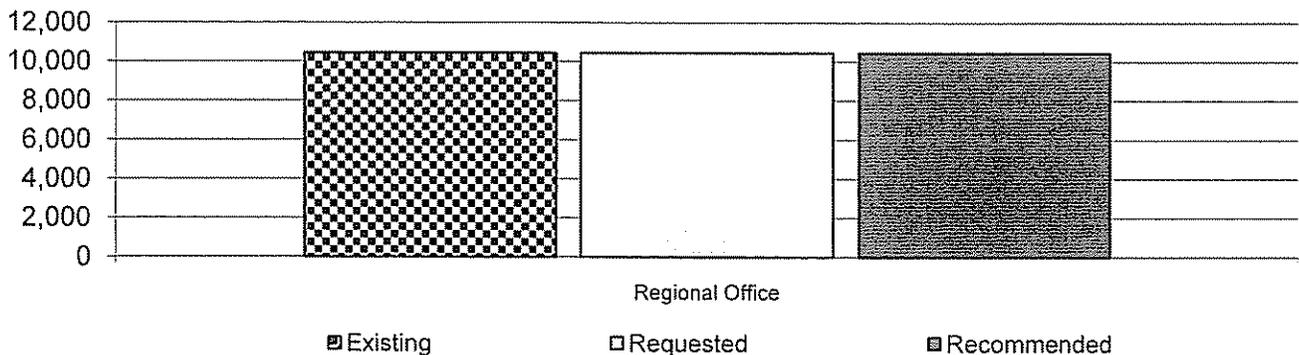
Under this Plan, OPM has recommended approval of no change in the number of square feet to be leased by the Department of Revenue Services.

In total OPM has approved \$202,802 in annual costs to lease 10,434 square feet of space, or approximately \$19.44 per square foot.

**Department of Revenue Services
Type of Space Leased
Table 34**

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Regional Office</i>	10,434	\$202,802	\$19.44	10,434	\$202,802	\$19.44	10,434	\$202,802	\$19.44
TOTAL	10,434	\$202,802	\$19.44	10,434	\$202,802	\$19.44	10,434	\$202,802	\$19.44

**Department of Revenue Services
Square Footage by Type of Space Leased
Figure 34**



Agency Summary: Department of Social Services

The Department of Social Services has submitted twenty-one (21) space requests totaling 430,094 square feet of space which represents an 8.62% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$5,934,222 annually to lease 395,954 square feet of space at an average of \$14.99 per square foot.

The existing space being leased for the Department of Social Services is used as follows:

- 59% - Regional Office Space
- 41% - Office Space

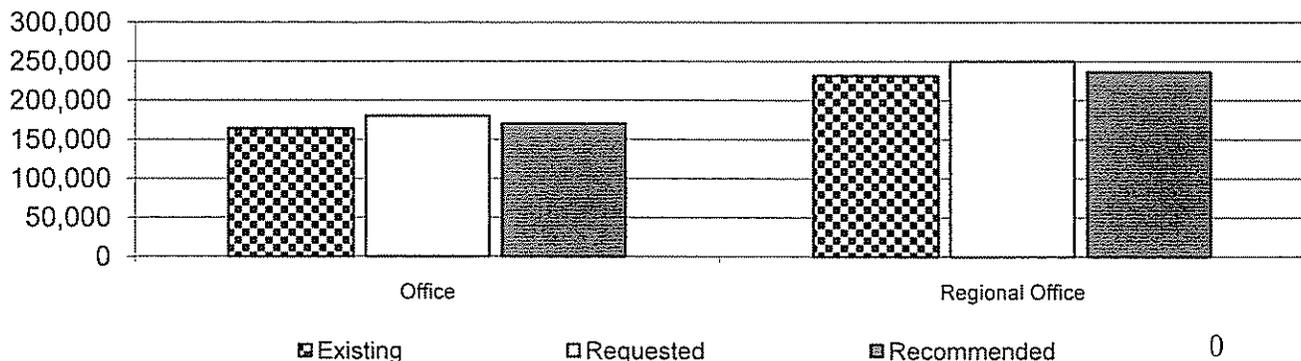
Under this Plan, OPM has recommended approval of a 2.74% increase in the number of square feet to be leased by the Department of Social Services.

In total OPM has approved \$6,285,987 in annual costs to lease 406,784 square feet of space, or approximately \$15.45 per square foot.

Department of Social Services
Type of Space Leased
Table 35

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	164,233	\$2,656,651	\$16.18	180,122	\$4,597,438	\$25.52	170,357	\$2,794,571	\$16.40
Regional Office	231,721	\$3,277,571	\$14.14	249,972	\$5,274,123	\$21.10	236,427	\$3,491,416	\$14.77
TOTAL	395,954	\$5,934,222	\$14.99	430,094	\$9,871,561	\$22.95	406,784	\$6,285,987	\$15.45

Department of Social Services
Square Footage by Type of Space Leased
Figure 35



Agency Summary: Department of Veterans' Affairs

The Department of Veterans' Affairs has submitted two (2) space requests totaling 2,000 square feet of space which represents a 6.41% decrease over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$37,573 annually to lease 2,137 square feet of space at an average of \$17.58 per square foot.

The existing space being leased for the Department of Veterans' Affairs is used as follows:

- 100% - Office Space

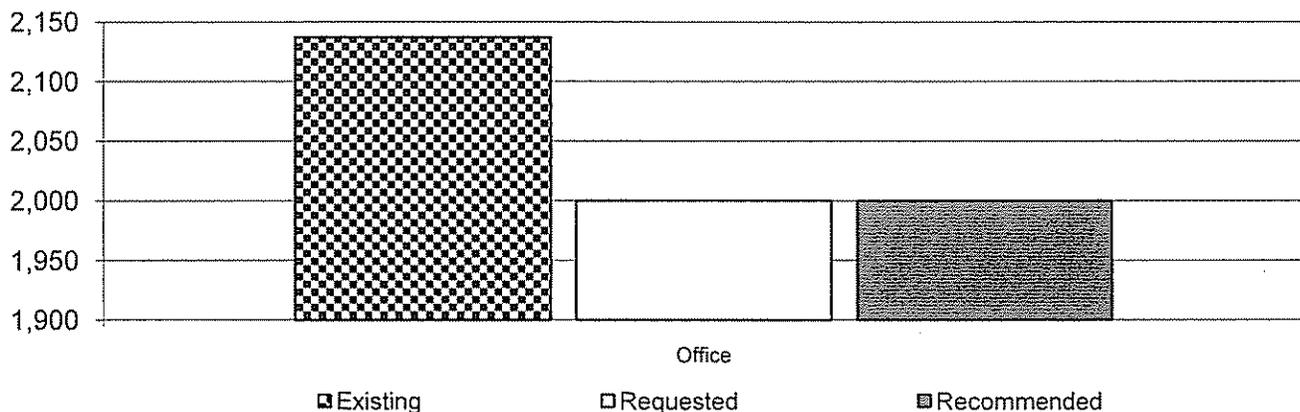
Under this Plan, OPM has recommended a 6.41% decrease in the number of square feet to be leased by the Department of Veterans' Affairs.

In total OPM has approved \$37,572 in annual costs to lease 2,000 square feet of space, or approximately \$18.79 per square foot.

**Department of Veterans' Affairs
Type of Space Leased
Table 36**

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	2,137	\$37,573	\$17.58	2,000	\$37,572	\$18.79	2,000	\$37,572	\$18.79
TOTAL	2,137	\$37,573	\$17.58	2,000	\$37,572	\$18.79	2,000	\$37,572	\$18.79

**Department of Veterans' Affairs
Square Footage by Type of Space Leased
Figure 36**



Agency Summary: Division of Criminal Justice

The Division of Criminal Justice has submitted three (3) space requests totaling 11,866 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$209,966 annually to lease 11,866 square feet of space at an average of \$17.69 per square foot.

The existing space being leased for the Division of Criminal Justice is used as follows:

- 63% - Storage
- 37% - Office Space

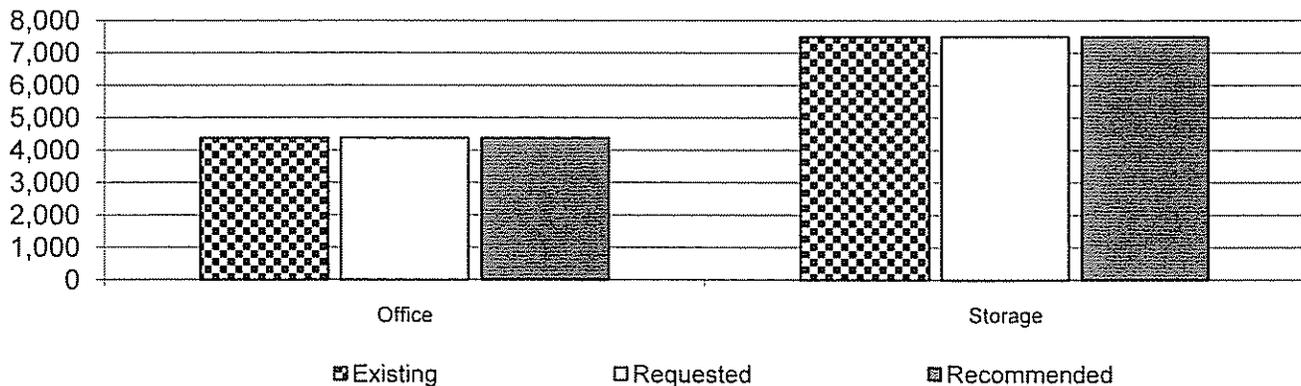
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Division of Criminal Justice.

In total OPM has approved \$212,202 in annual costs to lease 11,866 square feet of space, or approximately \$17.88 per square foot.

**Division of Criminal Justice
Type of Space Leased**
Table 37

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.
<i>Office</i>	4,370	\$103,598	\$23.71	4,370	\$105,834	\$24.22	4,370	\$105,834	\$24.22
<i>Storage</i>	7,496	\$106,368	\$14.19	7,496	\$106,368	\$14.19	7,496	\$106,368	\$14.19
TOTAL	11,866	\$209,966	\$17.69	11,866	\$212,202	\$17.88	11,866	\$212,202	\$17.88

**Division of Criminal Justice
Square Footage by Type of Space Leased**
Figure 37



Agency Summary: Division of Special Revenue

The Division of Special Revenue has submitted one (1) space request totaling 10,070 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$77,540 annually to lease 10,070 square feet of space at an average of \$7.70 per square foot.

The existing space being leased for the Division of Special Revenue is used as follows:

- 100% - Storage

Under this Plan, OPM has recommended a 100% decrease in the number of square feet to be leased by the Division of Special Revenue.

In total OPM has approved \$0 in annual costs to lease 0 square feet of space.

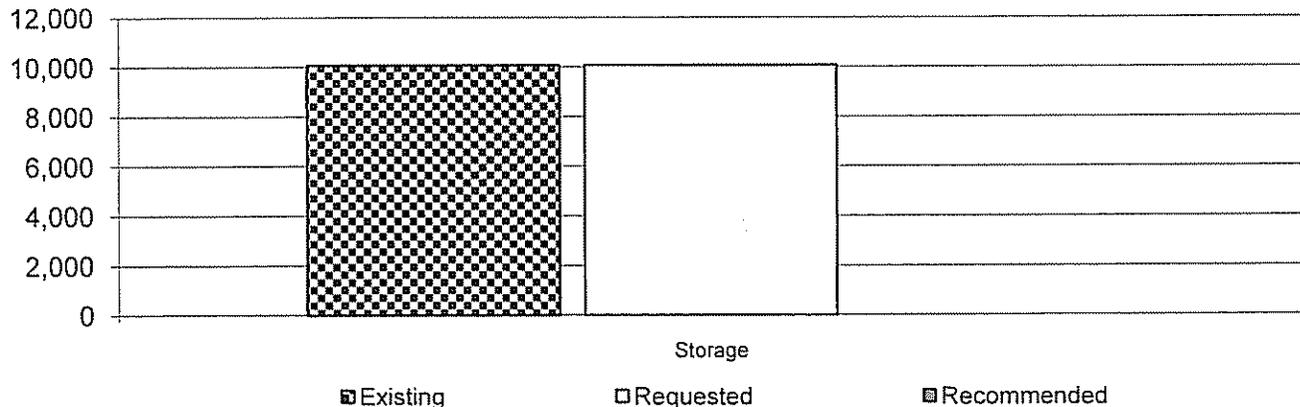
Division of Special Revenue Type of Space Leased

Table 38

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Storage</i>	10,070	\$77,540	\$7.70	10,070	\$77,540	\$7.70	0	\$0	\$0.00
TOTAL	10,070	\$77,540	\$7.70	10,070	\$77,540	\$7.70	0	\$0	\$0.00

Division of Special Revenue Square Footage by Type of Space Leased

Figure 38



Agency Summary: Insurance Department

The Insurance Department has submitted one (1) space request totaling 41,887 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,216,210 annually to lease 41,887 square feet of space at an average of \$29.04 per square foot.

The existing space being leased for the Insurance Department is used as follows:

- 100% - Office Space

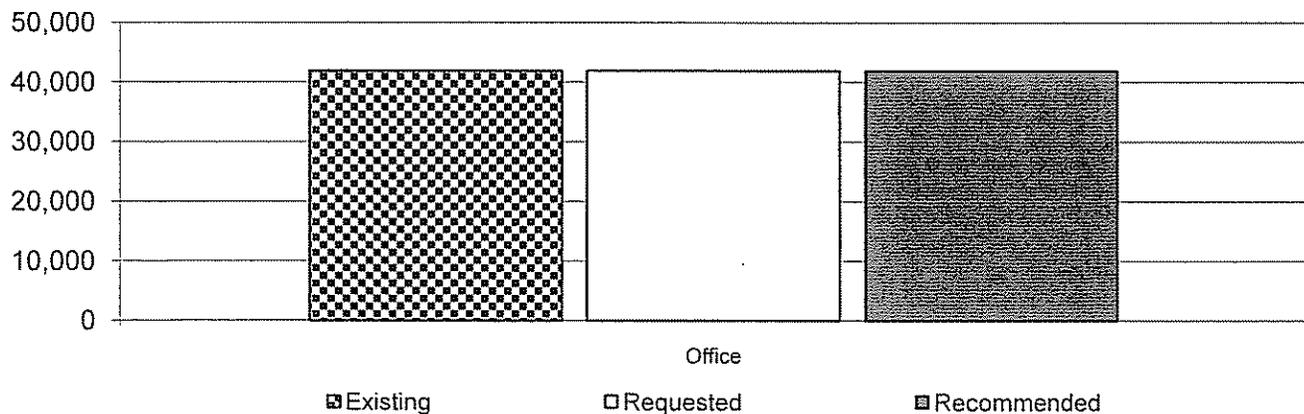
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Insurance Department.

In total OPM has approved \$1,216,210 in annual costs to lease 41,887 square feet of space, or approximately \$29.04 per square foot.

**Insurance Department
Type of Space Leased**
Table 39

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	41,887	\$1,216,210	\$29.04	41,887	\$1,216,210	\$29.04	41,887	\$1,216,210	\$29.04
TOTAL	41,887	\$1,216,210	\$29.04	41,887	\$1,216,210	\$29.04	41,887	\$1,216,210	\$29.04

**Insurance Department
Square Footage by Type of Space Leased**
Figure 39



Agency Summary: Judicial Branch

The Judicial Branch has submitted forty-seven (47) space requests totaling 614,364 square feet of space which represents a 16.43% increase over existing square footage levels. See Appendix C for a listing of specific recommendations for this agency.

The State currently pays \$12,153,041 annually to lease 527,654 square feet of space at an average of \$23.03 per square foot. The Judicial's existing leased is as follows:

- 47% - Court Space
- 1% - Educational
- 11% - Office Space
- 6% - Other
- 31% - Regional Office
- 4% - Storage

OPM has recommended approval of a 1.95% decrease in the number of square feet to be leased by the Judicial Branch. In total OPM has approved \$11,872,663 in annual costs to lease 517,369 square feet of space, or approximately \$22.95 per square foot.

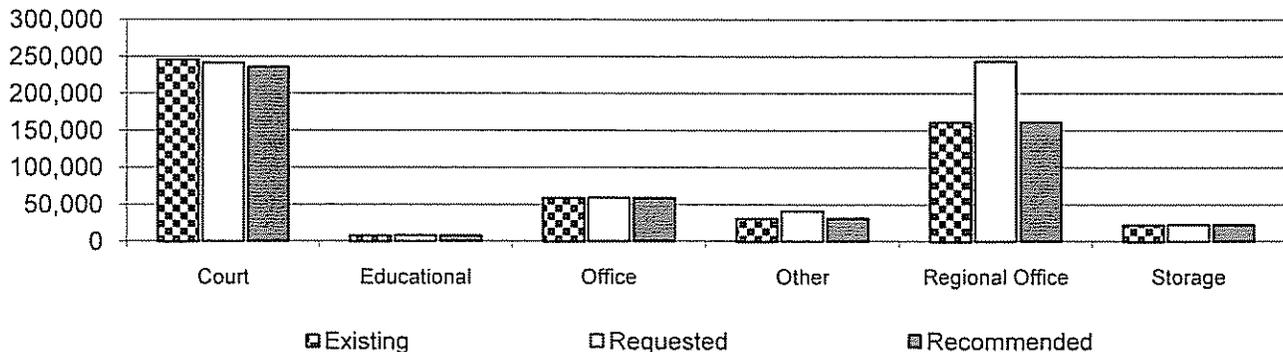
Judicial Branch Type of Space Leased

Table 40

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Court</i>	245,915	\$6,036,259	\$24.55	241,116	\$5,940,205	\$24.64	235,630	\$5,923,066	\$25.14
<i>Educational</i>	7,820	\$206,433	\$26.40	7,820	\$233,372	\$29.84	7,820	\$212,625	\$27.19
<i>Office</i>	58,745	\$1,324,142	\$22.54	58,745	\$1,253,815	\$21.34	58,745	\$1,228,548	\$20.91
<i>Other</i>	31,271	\$928,749	\$29.70	40,771	\$1,369,600	\$33.59	31,271	\$928,749	\$29.70
<i>Regional Office</i>	161,141	\$3,457,880	\$21.46	243,150	\$4,750,810	\$19.54	161,141	\$3,380,097	\$20.98
<i>Storage</i>	22,762	\$199,578	\$8.77	22,762	\$292,947	\$12.87	22,762	\$199,578	\$8.77
TOTAL	527,654	\$12,153,041	\$23.03	614,364	\$13,840,748	\$22.53	517,369	\$11,872,663	\$22.95

Judicial Branch Square Footage by Type of Space Leased

Figure 40



Agency Summary: Military Department

The Military Department has submitted two (2) space requests totaling 24,940 square feet of space which represents a 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$124,234 annually to lease 24,940 square feet of space at an average of \$4.98 per square foot.

The existing space being leased for the Military Department is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Military Department.

In total OPM has approved \$30,000 in annual costs to lease 24,940 square feet of space, or approximately \$1.20 per square foot.

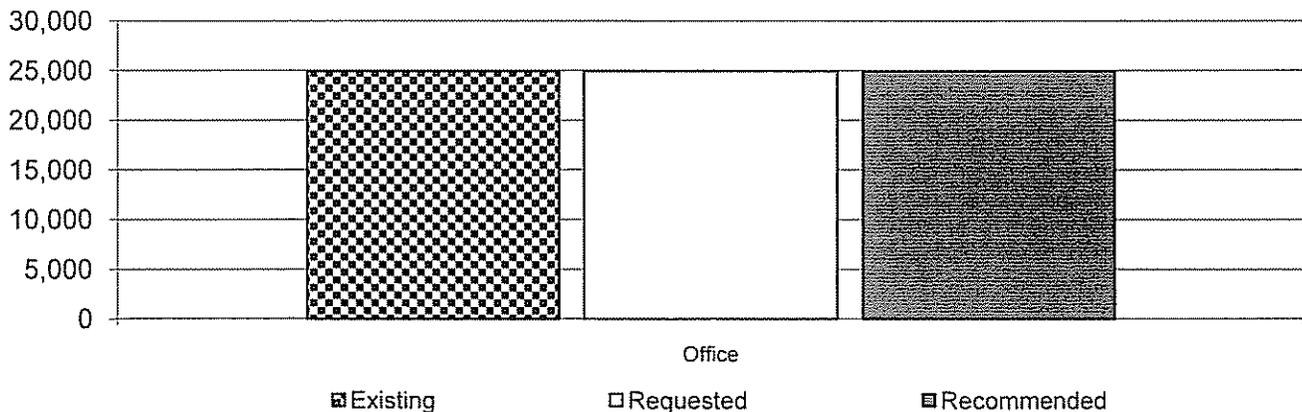
Military Department Type of Space Leased

Table 41

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	24,940	\$124,234	\$4.98	24,940	\$30,000	\$1.20	24,940	\$30,000	\$1.20
TOTAL	24,940	\$124,234	\$4.98	24,940	\$30,000	\$1.20	24,940	\$30,000	\$1.20

Military Department Square Footage by Type of Space Leased

Figure 41



Agency Summary: Office of the Child Advocate

The Office of the Child Advocate has submitted one (1) space request totaling 5,365 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$107,508 annually to lease 5,365 square feet of space at an average of \$20.04 per square foot.

The existing space being leased for the Office of the Child Advocate is used as follows:

- 100% - Office Space

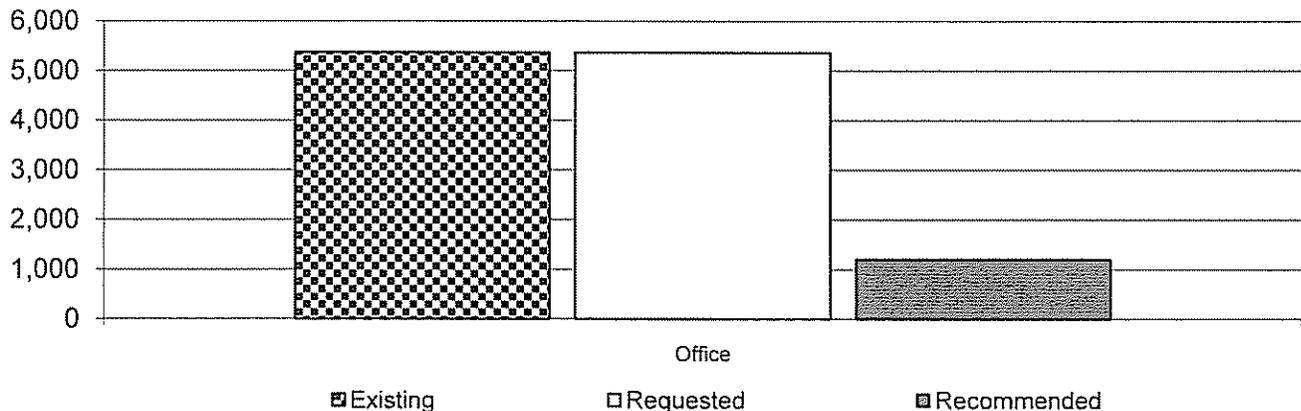
Under this Plan, OPM has recommended approval of a 77.63% decrease in the number of square feet to be leased by the Office of the Child Advocate.

In total OPM has approved \$24,100 in annual costs to lease 1,200 square feet of space, or approximately \$20.08 per square foot.

Office of the Child Advocate
Type of Space Leased
Table 42

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	5,365	\$107,508	\$20.04	5,365	\$111,227	\$20.73	1,200	\$24,100	\$20.08
TOTAL	5,365	\$107,508	\$20.04	5,365	\$111,227	\$20.73	1,200	\$24,100	\$20.08

Office of the Child Advocate
Square Footage by Type of Space Leased
Figure 42



Agency Summary: Office of the Claims Commissioner

The Office of the Claims Commissioner has submitted one (1) space request totaling 2,521 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$55,336 annually to lease 2,521 square feet of space at an average of \$21.95 per square foot.

The existing space being leased for the Office of the Claims Commissioner is used as follows:

- 100% - Office Space

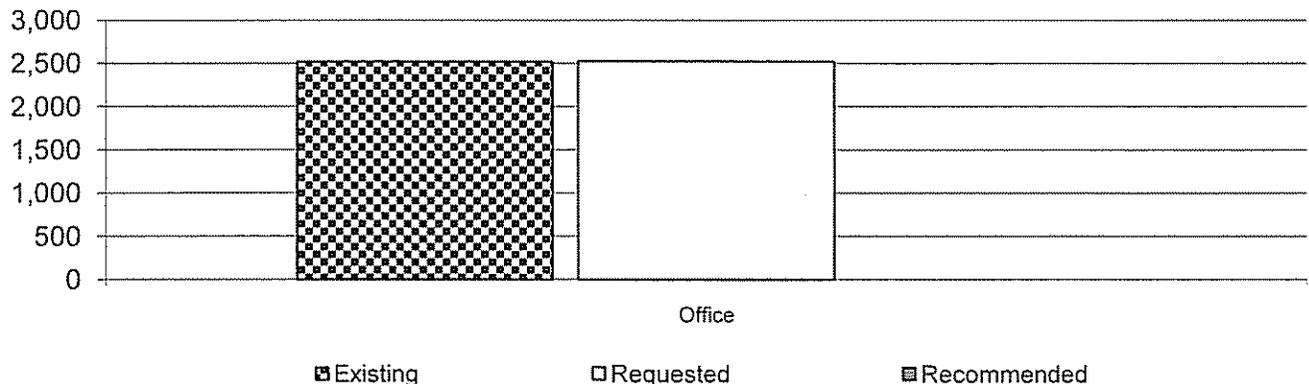
Under this Plan, OPM has recommended a 100% decrease in the number of square feet to be leased by the Office of the Claims Commissioner.

In total OPM has approved \$0 in annual costs to lease 0 square feet of space.

Office of the Claims Commissioner
Type of Space Leased
Table 43

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	2,521	\$55,336	\$21.95	2,521	\$56,849	\$22.55	0	\$0	\$0.00
TOTAL	2,521	\$55,336	\$21.95	2,521	\$56,849	\$22.55	0	\$0	\$0.00

Office of the Claims Commissioner
Square Footage by Type of Space Leased
Figure 43



Agency Summary: Office of the Governor

The Governor's Office has submitted one (1) space request totaling 963 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$59,824 annually to lease 963 square feet of space at an average of \$62.12 per square foot.

The existing space being leased for the Office of the Governor is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Governor's Office.

In total OPM has approved \$59,824 in annual costs to lease 963 square feet of space, or approximately \$62.12 per square foot.

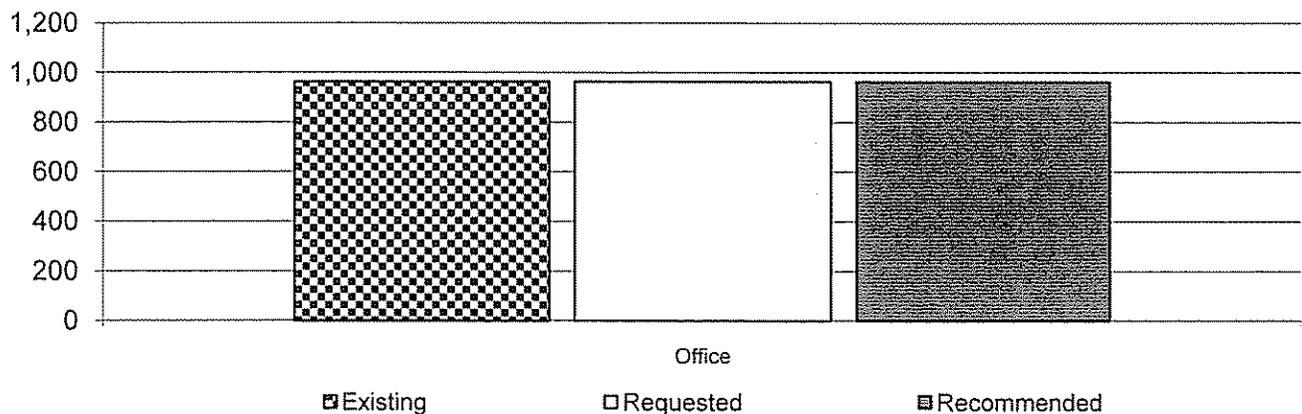
Office of the Governor Type of Space Leased

Table 44

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.
Office	963	\$59,824	\$62.12	963	\$59,824	\$62.12	963	\$59,824	\$62.12
TOTAL	963	\$59,824	\$62.12	963	\$59,824	\$62.12	963	\$59,824	\$62.12

Governor's Office Square Footage by Type of Space Leased

Figure 44



Agency Summary: Office of Workforce Competitiveness

The Office of Workforce Competitiveness has submitted one (1) space request totaling 3,290 square feet of space which represents no change over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$70,735 annually to lease 3,290 square foot at an average of \$21.50 per square foot.

The existing space being leased for the Office of Workforce Competitiveness is used as follows:

- 100% - Office Space

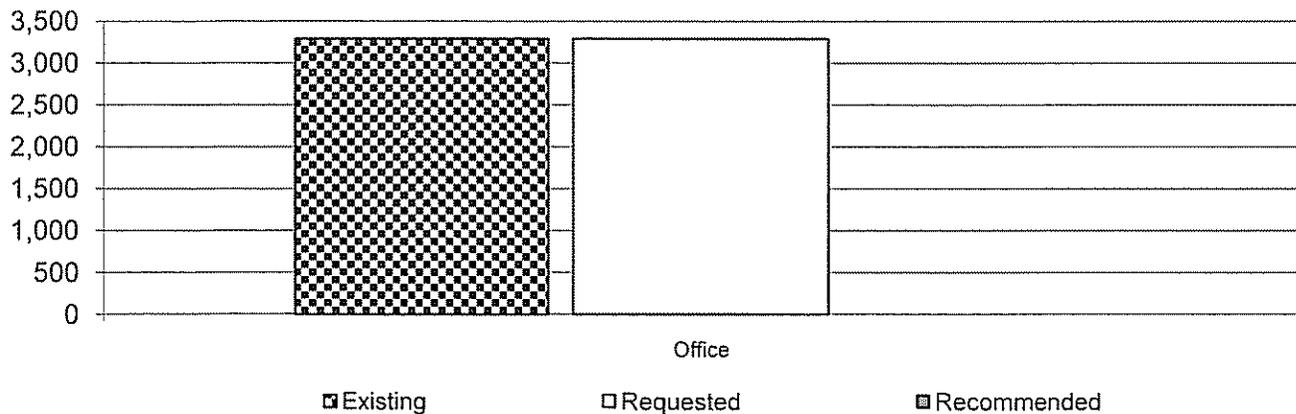
Under this Plan, OPM has recommended a 100% decrease in the number of square feet to be leased by the Office of Workforce Competitiveness.

In total OPM has approved \$0 in annual costs to lease 0 square feet of space.

Office of Workforce Competitiveness
Type of Space Leased
Table 45

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	3,290	\$70,735	\$21.50	3,290	\$74,124	\$22.53	0	\$0	\$0.00
TOTAL	3,290	\$70,735	\$21.50	3,290	\$74,124	\$22.53	0	\$0	\$0.00

Office of Workforce Competitiveness
Square Footage by Type of Space Leased
Figure 45



Agency Summary: Public Defender Services Commission

The Public Defender Services Commission has submitted eleven (11) space requests totaling 39,586 square feet of space which represents a 270% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$205,735 annually to lease 10,690 square feet of space at an average of \$19.25 per square foot.

The existing space being leased for the Public Defender Services Commission is being used as follows:

- 100% Office Space

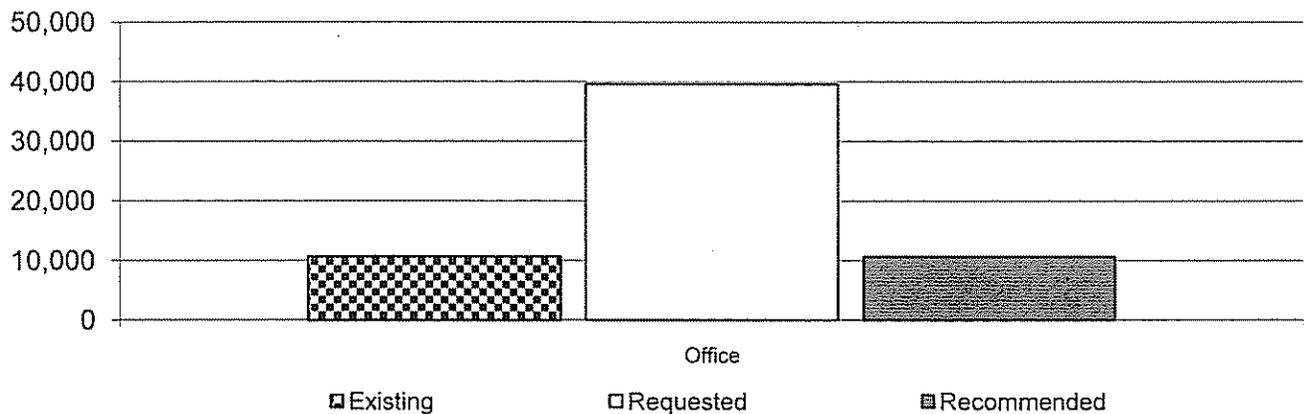
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Public Defender Services Commission.

In total OPM has approved \$202,467 in annual costs to lease 10,690 square feet of space, or approximately \$18.94 per square foot.

**Public Defender Services Commission
Type of Space Leased
Table 46**

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost/Sq. Ft.	Sq. Ft.	Annual Cost	Cost/Sq. Ft.	Sq. Ft.	Annual Cost	Cost/Sq. Ft.
Office	10,690	\$205,735	\$19.25	39,586	\$848,990	\$21.45	10,690	\$202,467	\$18.94
TOTAL	10,690	\$205,735	\$19.25	39,586	\$848,990	\$21.45	10,690	\$202,467	\$18.94

**Public Defender Services Commission
Square Footage by Type of Space Leased
Figure 46**



Agency Summary: Soldiers, Sailors and Marines Fund

The Soldiers, Sailors and Marines Fund has submitted six (6) space requests totaling 3,599 square feet of space which represents an 0% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$32,186 annually to lease 3,599 square feet of space at an average of \$8.94 per square foot.

The existing space being leased for the Soldiers, Sailors and Marines Fund is used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended a 46% decrease in the number of square feet to be leased by the Soldiers, Sailors and Marines Fund.

In total OPM has approved \$14,148 in annual costs to lease 1,946 square feet of space, or approximately \$7.27 per square foot.

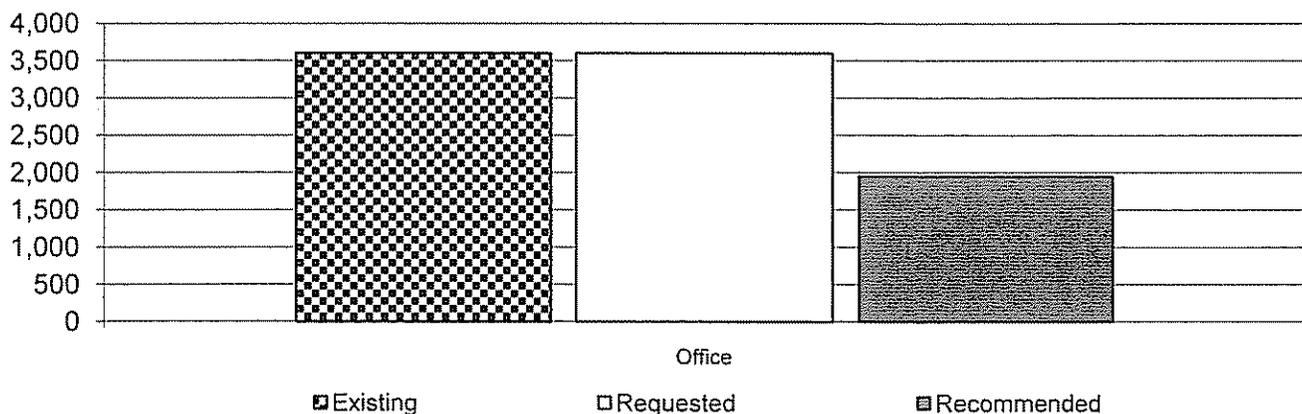
Soldiers, Sailors and Marines Fund Type of Space Leased

Table 47

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.	Sq. Ft.	Annual Cost	Cost per Sq. Ft.
Office	3,599	\$32,186	\$8.94	3,599	\$34,811	\$9.67	1,946	\$14,148	\$7.27
TOTAL	3,599	\$32,186	\$8.94	3,599	\$34,811	\$9.67	1,946	\$14,148	\$7.27

Soldiers, Sailors and Marines Fund Square Footage by Type of Space Leased

Figure 47



Agency Summary: State Comptroller

The State Comptroller has submitted one (1) space request totaling 82,156 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,306,280 annually to lease 82,156 square feet of space at an average of \$15.90 per square foot.

The existing space being leased for the State Comptroller is being used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the State Comptroller.

In total OPM has approved \$1,306,280 in annual costs to lease 82,156 square feet of space, or approximately \$15.90 per square foot.

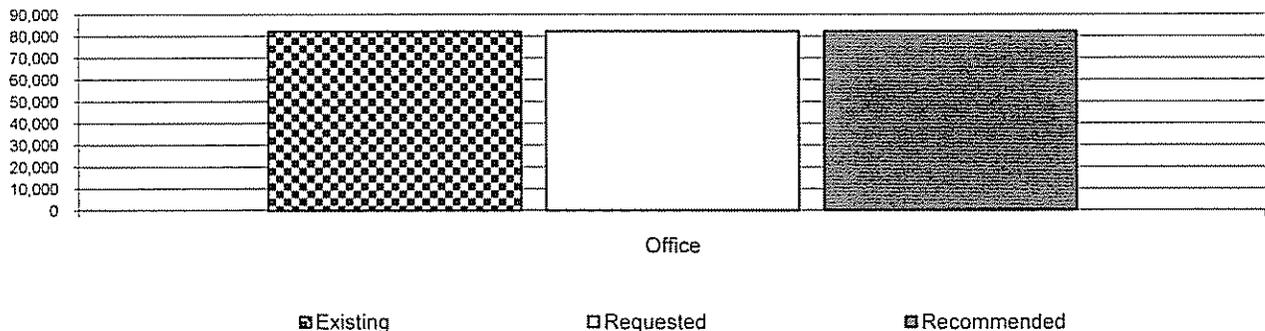
State Comptroller Type of Space Leased

Table 48

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
Office	82,156	\$1,306,280	\$15.90	82,156	\$1,306,280	\$15.90	82,156	\$1,306,280	\$15.90
TOTAL	82,156	\$1,306,280	\$15.90	82,156	\$1,306,280	\$15.90	82,156	\$1,306,280	\$15.90

State Comptroller Square Footage by Type of Space Leased

Figure 48



Agency Summary: State Treasurer

The State Treasurer has submitted one (1) space request totaling 61,021 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,051,951 annually to lease 61,021 square feet of space at an average of \$17.24 per square foot.

The existing space being leased for the State Treasurer is being used as follows:

- 100% - Office Space

Under this Plan, OPM has recommended no change in the number of square feet to be leased by the State Treasurer.

In total OPM has approved \$1,051,951 in annual costs to lease 61,021 square feet of space, or approximately \$17.24 per square foot.

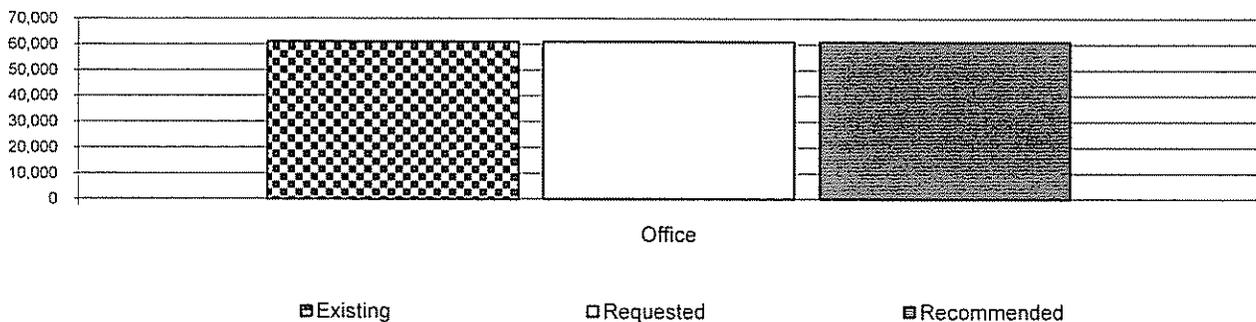
State Treasurer Type of Space Leased

Table 49

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	61,021	\$1,051,951	\$17.24	61,021	\$1,051,951	\$17.24	61,021	\$1,051,951	\$17.24
TOTAL	61,021	\$1,051,951	\$17.24	61,021	\$1,051,951	\$17.24	61,021	\$1,051,951	\$17.24

State Treasurer Square Footage by Type of Space Leased

Figure 49



Agency Summary: Teacher's Retirement Board

The Teacher's Retirement Board has submitted one (1) space request totaling 13,430 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$297,529 annually to lease 13,430 square feet of space at an average of \$22.15 per square foot.

The existing space being leased for the Teacher's Retirement Board is being used as follows:

- 100% - Office Space

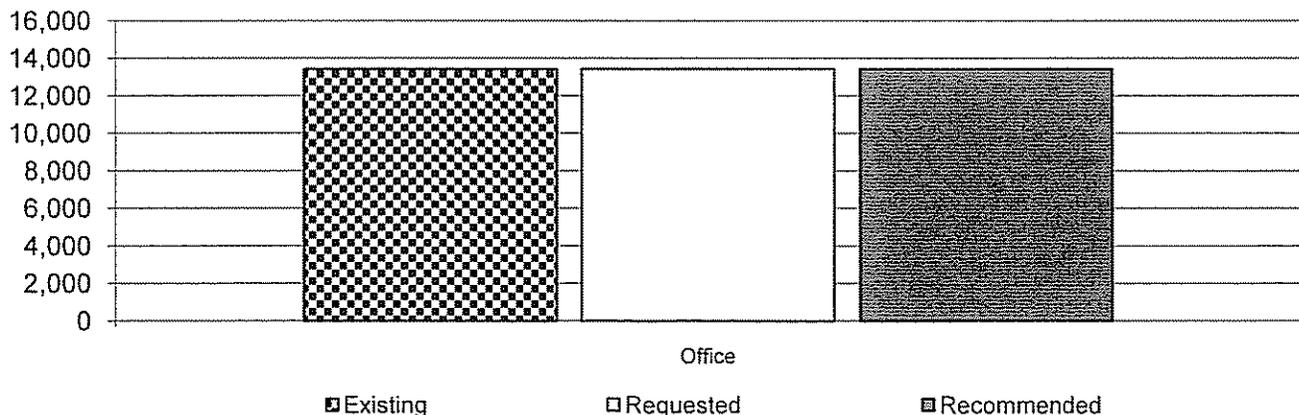
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the Teacher's Retirement Board.

In total OPM has approved \$312,516 in annual costs to lease 13,430 square feet of space, or approximately \$23.27 per square foot.

Teacher's Retirement Board
Type of Space Leased
Table 50

Type of Space	Existing			Requested			Recommended		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Office</i>	13,430	\$297,529	\$22.15	13,430	\$312,516	\$23.27	13,430	\$312,516	\$23.27
TOTAL	13,430	\$297,529	\$22.15	13,430	\$312,516	\$23.27	13,430	\$312,516	\$23.27

Teacher's Retirement Board
Square Footage by Type of Space Leased
Figure 50



Agency Summary: University of Connecticut Health Center

The University of Connecticut Health Center has submitted fourteen (14) space request totaling 164,892 square feet of space which represents no change when compared to existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$2,875,337 annually to lease 164,892 square feet of space at an average of \$17.44 per square foot.

The existing space being leased for the University of Connecticut Health Center is being used as follows:

- 100% - Medical Services

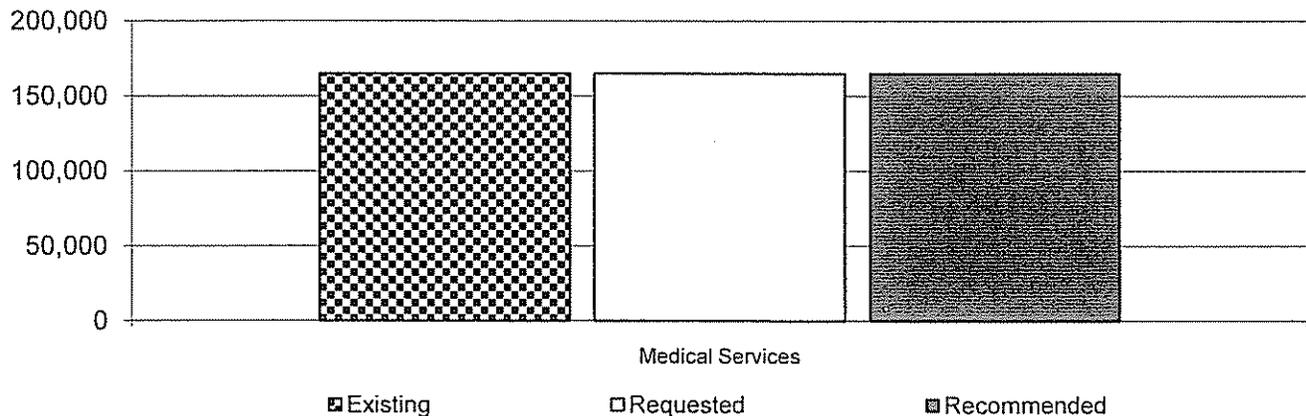
Under this Plan, OPM has recommended no change in the number of square feet to be leased by the University of Connecticut Health Center.

In total OPM has approved \$2,875,337 in annual costs to lease 164,892 square feet of space, or approximately \$17.44 per square foot.

University of Connecticut Health Center
Type of Space Leased
Table 51

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Medical Services</i>	164,892	\$2,875,337	\$17.44	164,892	\$2,875,337	\$17.44	164,892	\$2,875,337	\$17.44
TOTAL	164,892	\$2,875,337	\$17.44	164,892	\$2,875,337	\$17.44	164,892	\$2,875,337	\$17.44

University of Connecticut Health Center
Square Footage by Type of Space Leased
Figure 51



Agency Summary: Workers Compensation Commission

The Workers Compensation Commission has submitted nine (9) space requests totaling 91,731 square feet of space which represents a 2% increase over existing square footage levels. Please see Appendix C for a listing of location specific recommendations for this agency.

Currently the State is paying \$1,794,792 annually to lease 89,729 square feet of space at an average of \$20.00 per square foot.

The existing space being leased for the Workers Compensation Commission is being used as follows:

- 100% - Court Space

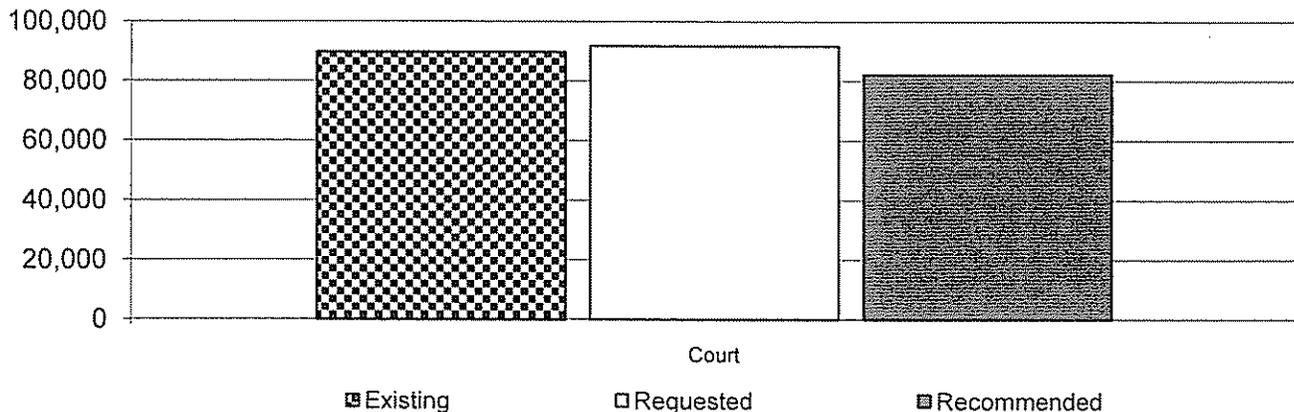
Under this Plan, OPM has recommended approval of a 8.36% decrease in the number of square feet to be leased by the Workers Compensation Commission.

In total OPM has approved \$1,714,225 in annual costs to lease 82,229 square feet of space, or approximately \$20.85 per square foot.

**Workers Compensation Commission
Type of Space Leased**
Table 52

Type of Space	Existing Square Feet, Annual Cost and Cost per Square Foot			Requested Square Feet, Annual Cost and Cost per Square Foot			Recommended Square Feet, Annual Cost and Cost per Square Foot		
	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot	Square Feet	Annual Cost	Cost per Square Foot
<i>Court</i>	89,729	\$1,794,792	\$20.00	91,731	\$1,998,620	\$21.79	82,229	\$1,714,255	\$20.85
TOTAL	89,729	\$1,794,792	\$20.00	91,731	\$1,998,620	\$21.79	82,229	\$1,714,255	\$20.85

**Workers Compensation Commission
Square Footage by Type of Space Leased**
Figure 52



STATE FACILITY PLAN IMPLEMENTATION

C.G.S. 4b-23(e) makes the Commissioner of the DAS responsible for the implementation of the Plan and for conducting a study of each proposed facility in the Plan.

The results of the Commissioner's study, and all supportive materials, are to be sent to the SPRB, who upon receipt of the Commissioner's decision, must call a meeting within two (2) weeks and may meet as often as necessary to review the Commissioner's submission.

The Commissioner of the DAS is responsible for reviewing and approving each facility plan implementation action and submitting to the SPRB, a list of each such action approved and the method and plan by which it is to be accomplished (the Commissioner's proposed action).

The SPRB, at its discretion, may request that the Commissioner of the DAS, or any member of the Commissioner's staff, the head of the requesting agency, or any member of the requesting agency staff, appear before the SPRB for the purpose of supplying pertinent information.

Within 90 days of receiving the Commissioner's proposed action, the SPRB must either accept, reject or request modification of the Commissioner's proposed action, however, at the discretion of the SPRB, when more time is required, the SPRB may have a 90 day extension, provided that the SPRB advises the Commissioner of the DAS, in writing, as to the reasons for the extension.

If the Commissioner's proposed action is disapproved, the SPRB is to inform the Commissioner of such disapproval as well as the reasons for disapproval. The Commissioner is then to inform the head of the requesting agency and the Secretary of the OPM that the request has been rejected by the SPRB.

If the Commissioner's proposed action is approved, the SPRB is to inform the Commissioner of its approval and the Commissioner is to communicate his decision to the head of the requesting agency and to the Secretary of the OPM. The Commissioner of the DAS is then required to set forth the procedures necessary to accomplish the results of such decision.

All decisions made by the Commissioner, under C.G.S. 4b-23(e), require review by the SPRB and except as otherwise noted, with regard to the acquisition of any real estate by lease or otherwise, the approval of the SPRB is binding on the Commissioner of the DAS and the requesting agency. A majority vote of the SPRB is required to accept or reject a decision of the Commissioner of the DAS.

C.G.S. 4b-23(f) requires that within 45 days from the date of the SPRB's decision, the head of the requesting agency is to notify the Commissioner of the DAS:

1. That it accepts the Commissioner's proposed action, or
2. That it rejects the Commissioner's proposed action and withdraws its request, or
3. That it does not approve the Commissioner's proposed action and requests that all or part of the proposed action be modified by the Commissioner.

If the requesting agency requests modification of the Commissioner's proposed action, the Commissioner shall, within three (3) weeks from receipt of such request, consider and act upon the request for modification and submit his proposed action to the SPRB.

If the Commissioner and the SPRB fail to agree to such modification, in whole or in part, the requesting agency may, within ten (10) days from the date of notification of such final decision, accept the Commissioner's final decision, reject the decision and withdraw its request, or appeal to the Governor.

If the requesting agency appeals to the Governor, the Commissioner of the DAS shall submit a report to the Governor stating the SPRB's conclusions and relevant, supporting material. In addition, the requesting agency shall submit a report to the Governor stating its objections to the Commissioner's proposed action along with any relevant, supporting material.

Within thirty (30) days, the Governor shall make a decision which is binding upon the parties involved. In the absence of any such appeal or withdrawal of request, the decision of the Commissioner and the SPRB is final and binding upon the requesting agency.

It should be noted that C.G.S. 4b-23(h) states that SPRB approval is not required prior to State Bond Commission authorization of funds for planning costs and other preliminary expenses for any construction or acquisition project as defined by C.G.S. 4b-23(i).

However, any consultants selected by the Commissioner, and any contracts entered into by the Commissioner with any consultants for employment, on any project under the provisions of C.G.S. 4b-23(i), is subject to the approval of the SPRB prior to the employment of the consultants by the Commissioner.

C.G.S. 4b-23(e) makes the Commissioner of the DAS responsible for endeavoring to locate human service agencies in the same buildings as municipal and private agencies that provide human services.

Within thirty (30) days the SPRB is to approve or disapprove the proposed acquisition by lease of any residential property by the Commissioner of the Department of Developmental Services (DDS) pursuant to C.G.S. 4b-3(d). If the SPRB has not acted on the request within the 30 day period, the SPRB is deemed to have approved the request.

C.G.S. 4b 23(e) empowers the Commissioner of the DAS to determine which decisions may be made public, both to the time and manner of disclosure, but in no event shall such

period exceed one (1) year. The Commissioner shall, when he deems to be in the public interest, authorize the disclosure of such information; however, in the absence of such authorization, any unauthorized disclosure shall be subject to the criminal provisions of C.G.S. 4b-27.

Assignment of Space

Under C.G.S. 4b-30(a) the Commissioner of the DAS is responsible for assigning office space and for providing necessary accommodations in state-owned facilities for state agencies with the exception of institutions, the Legislative Department and the Judicial Department.

In those instances where an agency's space need is to be met via a lease, C.G.S. 4b-30(a) empowers the Commissioner with the responsibility for executing all leases for offices or any other type of space or facility necessary to meet the needs of all state agencies, the Judicial Department, the Division of Criminal Justice, the Public Defender Services Commission and state institutions. C.G.S. 4b-30(a) states that the Commissioner of the DAS is to be the sole authority for negotiating such leases.

The State Leasing Process

When no State owned space is available to meet the needs of a state agency, non-state owned space may be utilized by a state agency to meet their space needs. In such instances a formal lease agreement is required. These formal lease documents include provisions which delineate what space is to be leased; the cost to the state of leasing the space; the duration of the lease; what utilities are included in the lease; what construction, renovation and/or tenant fit-out projects are to be made to the leased space to accommodate the agency; etc.,.

Typically, for most state agencies, these formal lease agreements are entered into by the DAS on behalf of the State and requesting agency. Within DAS, the Leasing and Property Transfer Division (DAS Leasing) is responsible for carrying out the leasing process.

The objective of DAS Leasing is to lease property on behalf of state agencies, in accordance with established State statutes, policies and guidelines, at the most economically advantageous terms and conditions. This is accomplished by assisting agencies in determining their space requirements, conducting advertisements, searching for suitable space, reviewing prospective sites with agencies, conducting negotiations with the property owner/landlord (landlord), performing on-site inspections to ensure that any renovations made on behalf of the agency are performed in accordance with approved plans and specifications and conducting lease compliance reviews on an annual basis, etc.,.

DAS Leasing is also responsible for preparing all necessary lease documents and soliciting approval of the landlord, requesting agency, DAS, SPRB, OPM and the Office

of the Attorney General (AG), each of which is required before the state can enter into a lease.

Typically, there are two (2) leasing scenarios; (1) agencies which occupy existing leases, and (2) agencies seeking leased space for the first time.

For agencies in existing leases, DAS Leasing contacts the agency approximately eighteen (18) months prior to the expiration of their existing lease. The agency is typically asked if they wish to remain in their existing location, relocate to another location or if the leased space is no longer required and, therefore, if the lease can be cancelled. For those instances where the lease is no longer required, the lease is allowed to expire, and upon expiration of the lease all State personnel and equipment are removed from the leased space.

In those instances where the agency anticipates a continued need for leased space or where a new lease is being entered into, the agency is required to submit to DAS Leasing a Request for Space (RFS) form.

These RFS forms provide DAS with the information necessary to determine the true space needs of the agency such as the number of personnel to be located in the leased space, the number of parking spaces required, any special requirements an agency has such as hearing rooms, conference rooms, etc.,

In addition, DAS determines if the requesting agency is approved for the space under the Plan. If the agency is not approved for the necessary square footage under the Plan, or if the agency's project space needs exceed their *State Facility Plan* approval levels by more than 10%, the requesting agency first must seek approval of an *Interim Space Request* (Interim Requests) before DAS can continue with the leased space acquisition process.

Upon successful completion of the RFS process, and approval of any necessary Interim Requests, DAS Leasing initiates the process for leased space acquisition. In accordance with State statute and DAS policy, any necessary advertisements are placed and prospective landlords are typically allowed thirty (30) days to respond.

DAS Leasing reviews all responses and determines which proposed sites will receive an on-site inspection by DAS Leasing and the requesting agency with the objective of narrowing down the proposed sites to two (2) or three (3) preferred sites which are generally suitable to the requesting agency.

Negotiations are then held between the landlord and DAS Leasing with the intent of obtaining the space on behalf of the requesting agency at terms and conditions that are in the best interests of the State of Connecticut. Negotiations continue until an agreement is reached, or until DAS Leasing determines that no agreement is possible, at which point negotiations terminate and DAS Leasing begins new negotiations with a different landlord for other space.

Upon completion of successful negotiations, DAS Leasing prepares all necessary documents and submits them to the landlord for approval. Once the landlord has signed all the necessary documents, they are circulated for all necessary State approvals (i.e. the requesting agency, DAS, OPM, SPRB and the AG). Once the lease has been fully executed, and pending completion of any necessary renovations to the space by the landlord, the agency is then able to move into the space.

The process to obtain leased space via this process typically takes 18-24 months and it should be noted that although the leased space is being acquired on behalf of the requesting agency, C.G.S. 4b-30(a) makes the Commissioner of the DAS the sole authority for negotiating leases and C.G.S. 4b-27 makes it a Class A misdemeanor for any individual to disclose an agency's real estate needs or interests without the authorization of the Commissioner of the DAS.

The DAS has created a *State Standard Lease* (Standard Lease) which was developed for use by State agencies in most office space lease situations. This Standard Lease is provided to prospective landlords who are advised that the State of Connecticut will only enter into leases utilizing the Standard Lease and that changes or alterations to the Standard Lease are not possible.

Interim Space Requests

C.G.S. 4b-23(k) outlines the process by which an agency may request approval for those space requests which are not included in the Plan because they were not submitted for approval or for those which were submitted but were not approved.

Each agency seeking such an Interim Request approval may submit a request to the Secretary of the OPM which provides the following information:

1. Justification for the interim request, and
2. In the case of a request not previously submitted to the Secretary, the reasons why it was not so submitted, and
3. In the case of a request which had previously been submitted to the Secretary but where the request was not approved, the agency must provide sufficient new information to warrant reconsideration, and
4. If the Secretary requires, agencies must also submit capital development impact statements and/or colocation statements in accordance with C.G.S. 4-66b and C.G.S. 4b-31(e) respectively.

Any such interim requests for additional facilities which are determined by the Secretary of the OPM to be of emergency nature or the lack of which may seriously hinder the efficient operation of the state, may, according to C.G.S. 4b-23(k), be approved by the

Secretary of the OPM and the SPRB and are known as an interim approvals made during between *State Facility Plans*.

C.G.S. 4b-23(k) specifically states “*No action may be taken by the state to lease or construct such additional facilities unless the secretary makes such a determination.*” Traditionally, in addition to those requests which either were not submitted by agencies or those requests which were submitted but not approved, such interim requests are required by the Secretary of the OPM whenever an agency is seeking space which is in excess of their approved *State Facility Plan* levels by more than 10%.

In addition, interim requests submitted to OPM are required to be accompanied by a DAS RFS analysis. The RFS performed by the DAS constitutes an in-depth space needs analysis which determines the appropriate square footage level which is required by the requesting agency as well as a recommendation from the Commissioner of the DAS as to the appropriate square footage which the Secretary of the OPM should approve for the requesting agency. This process helps to ensure that the State does not lease more space than is required for the requesting agency to adequately carry out its functions.

It should be noted that it is not uncommon for a period of 12-18 months to elapse between the time an interim request is approved and the time DAS is able to secure a lease on behalf of the requesting agency. If the publication of a new Plan occurs during that 12-18 month period, then any interim requests approved by OPM prior to the publication of the Plan technically, expire and agencies need to resubmit their interim requests.

However, in an effort to reduce the number of interim requests which are necessary, as well as reducing the time necessary for DAS to secure a lease on behalf of the requesting agency, the OPM and the DAS have jointly agreed that interim requests approved by the OPM will be considered valid for a period of 18 months from the date of OPM approval.

Lease Compliance

C.G.S. 4b-30(b) empowers the Commissioner of the DAS with the primary responsibility for ensuring that the landlords of the offices, spaces or other facilities which are leased to the State comply with the provisions and terms of the lease. The statute requires the Commissioner to inspect such offices, spaces and other facilities at least once annually.

In addition, C.G.S. 4b-26(b) makes the AG responsible for determining the legal sufficiency of all leases, both as to substance and to form, and the AG is empowered to enforce all terms of such agreements, including the obligations of all landlords to meet the terms of leases.

BUREAU OF REAL PROPERTY MANAGEMENT

In addition to the space management policies set forth in this document, and in order to achieve a higher level of efficiency, C.G.S. 4-67g established the Bureau of Real Property Management (the Bureau) within the OPM.

C.G.S. 4-67g makes the Bureau responsible for:

1. Long-range planning with regard to the use of all state real property, and
2. Determining the level of efficiency of each and every state agency's use of any and all real property under its control, and
3. Reviewing the inventory of state property maintained by the Commissioner of Administrative Services pursuant C.G.S. 4b-1(a)(6) to determine the appropriate use of such properties.

In order to meet its statutory mandate for “*Long-range planning with regard to the use of all state real property*” the Bureau has undertaken a series of on-going, long term planning and planning related activities:

- *State Facility Plan* – The Bureau is primarily responsible for the coordination and development of the *State Facility Plan* which is required by C.G.S. 4b-23.
- *Surplus State Property* – With regards to the process by which the State divests itself of surplus real property, the Bureau is responsible for carrying out OPM’s responsibilities under C.G.S. 4b-21 as well as OPM’s responsibilities outlined in a *June 1998 Memorandum of Understanding* between the OPM and the DAS specifically related to the surplus property disposition process.
- *Property Transactions* – A significant number of State owned properties are sold or leased by the state to non-state entities for private, municipal and commercial uses. Where required by statute or existing administrative processes, the Bureau is responsible for reviewing and approving all such transactions to ensure that the proposed transaction is in the best interests of the State and that no state owned property is being leased or sold which could be potentially be utilized by another state agency. Effective February 2011, all lease renewals as well as leases of State owned property to non-State entities are to be submitted by DAS to OPM for its review and approval.
- *In-House Consultant* - Through the development of accurate, timely and unbiased research-based facility plans which are both economically responsible and logistically practicable the Bureau acts as an “in-house” consultant, assisting agencies with facility planning, development of budget estimates, development of project implementation timelines, cost vs. benefit

analysis, etc., for difficult facility, procedural and implementation issues.

In order to meet its statutory mandate for “*Determining the level of efficiency of each and every state agency's use of any and all real property under its control*” the Bureau has undertaken the following:

- *Lease Proposals* – The Bureau reviews each lease request submitted to OPM in order to determine its compliance with the *State Facility Plan* as well as comparing the request against the State’s building inventory system and the inventory of surplus property to determine if the needs outlined in the lease request could be satisfied through the utilization of existing state owned space.
- *Interim Space Requests* – The Bureau reviews each interim space request submitted to OPM under C.G.S. 4b-23(k) in order to determine its compliance, if any, with the *State Facility Plan* as well as comparing the request against the State’s building inventory system and the inventory of surplus property to determine if the needs outlined in the interim space request could be satisfied through the utilization of existing state owned space.
- *State Building Inventory (JESTIR)* – In 2001 the OPM, the DAS and the Office of the State Comptroller (OSC) undertook a mutual effort to combine each agency’s existing building inventory system into a single system. This single system, is known as the *Joint Effort for State Inventory Reporting (JESTIR)* and is maintained and administered by the Bureau. The JESTIR system collects state owned building inventory information from all state agencies and on a quarterly basis, the Bureau provides copies of the database to the DAS, the SPRB, the OSC and the State Insurance and Risk Management Board.

C.G.S. 4-67g makes the Bureau responsible for “*Reviewing the inventory of state property maintained by the Commissioner of Administrative Services pursuant C.G.S. 4b-1(a)(6) to determine the appropriate use of such properties*”. C.G.S. 4b-1(a)(6) requires the Commissioner of the DAS to “*Maintain a complete and current inventory of all state-owned or leased property and premises, including space-utilization data.*”.

- *State Owned Property Space Utilization* – Since JESTIR is maintained and administered by the Bureau on behalf of the DAS and the OSC, there is effectively no DAS maintained inventory of state owned buildings and space-utilization data for the Bureau to review. However, the JESTIR system does provide space utilization data in the form of a “*Utilization Rate*” which is calculated for each state owned structure in the JESTIR system as well as capturing each state owned structure’s “*Occupancy Status*”.
- *Appropriate Use of State Owned Property* – Through the JESTIR system, the Bureau has access to data concerning the use of each state owned structures via the “*Structure Classification*” category which places each state owned

structure into 1 of 26 possible classification categories such as office space, warehouse space, hospital space, classroom space, courtroom space, etc.. In addition, JESTIR collects information regarding each building's construction, current condition, the number of square feet being utilized, the number of square feet not being utilized as well as a listing of all tenants (State and non-state) making use of each state owned building and for what purposes each tenant is using the space.

- *Leased Property Space Utilization* - The leased space inventory provided by the DAS to the Bureau does not contain space utilization data and therefore, the Bureau is unable to review it as required under C.G.S. 4-67g. However, each lease submitted by the DAS is accompanied by a RFS analysis which determines the appropriate amount of space required and C.G.S. 4b-30(b) requires the Commissioner of the DAS to inspect each leased facility at least once annually. Based on these factors, the Bureau is confident that DAS is adequately ensuring that the space being leased by the State is being utilized to its maximum efficiency.
- *Appropriate Use of Leased Property* – Since Commissioner of the DAS is responsible inspecting each leased facility at least once annually and since the Bureau is responsible for reviewing and approving all lease requests submitted to the OPM, and since each such request is also subject to the approval of the requesting agency, the DAS, the SPRB and the AG, the Bureau is confident that all space being leased by the State of Connecticut is being utilized in an appropriate and necessary manner.

Recommended Future Actions – in order to improve efficiency, reduce costs and ensure that the State is not being overcharged or underpaid under the terms of its lease agreements; the Bureau of Assets Management recommends the following future actions be undertaken:

- **LEAN Leasing** – OPM and DAS participated in a “LEAN” review of the State’s leasing process for that portion of the process from the time an agency submits a request to the time the proposed lease document is delivered for SPRB review and approval. The goal of this process was to reduce this portion of the State’s leasing process from its existing 24+ months to 12 months.

As part of that process various existing processes were identified as unnecessary and/or duplicative and several processes were identified as time saving opportunities via simultaneous document processing. In addition, the LEAN Leasing process noted that a lack of coordinated and timely interagency communication as being a key factor with regard to the time it takes for the State to lease space.

Starting in February 2011, OPM and DAS began implement the action items

identified as part of the LEAN Leasing process including the establishment of bi-weekly interagency meetings between OPM and DAS.

Continued monitoring of the leasing process by a Steering Committee, comprised of OPM, DAS and the SPRB, will ensure that the leasing process is being conducted in accordance with the recommendations of the LEAN Leasing process.

- **Review of DAS Space Allocations** – The Bureau of Assets Management will work with DAS to review the existing DAS space allocations which are used to determine the square footage allocations for agencies in leased space. This review will include the space allocations for employees, equipment, circulation space, etc., to ensure that the State is not allocating more space than necessary in leased locations.
- **Itemized Costs within Lease Documents** – The Bureau will work with DAS to have lease documents, where feasible, specifically itemize all costs (base rent, tenant improvements, utilities, etc) to be paid by the State under the terms of the lease.
- **Position Counts by Location** – The Bureau will work with DAS to identify a methodology by which to determine the number of employees at any State owned or leased location. This information will be used to verify the position counts provided by agencies as part of the RFS process.
- **Statewide Warehouse and Storage Needs** – The Bureau will investigate the State's use of its owned and leased facilities to meet its storage needs and determine if a more cost effective option(s) exists for meeting the State's storage needs.
- **Cost Recovery Audits** – The Bureau will hire outside auditing expertise to conduct a systematic cost recover audit of existing DAS and Department of Transportation (DOT) lease agreements to identify and compute potential billing errors, overpayments and/or underpayments by or to the State which can be recovered from the appropriate entity (i.e. landlords and/or second parties). As the auditing firm would be paid a percentage of funds actually recovered, there should be no cost to the State.

It is the intent of the Bureau of Assets Management, as available time and resources feasibly allow, to pursue each of these recommended future actions and to include a synopsis of each completed action in future State Facility Plans.

Utilizing State Owned Space to Generate Rent Aversion Savings

When and where it proves economically feasible, the State of Connecticut should endeavor to relocate agencies from leased space into existing State owned space.

As of the writing of this Plan, the State has several existing State owned facilities that are either vacant or contain space known to be vacate which should be investigated to determine the viability of their reuse by State agencies that are currently located within leased space.

These existing State owned facilities include:

- **784 Fairfield Avenue, Bridgeport** – a former Juvenile Court/Detention location including a 7,000 square foot office building. This facility is currently vacant.
- **High Meadows, Hamden** –a former Department of Children and Families residential facility consisting of approximately 47,741 square feet. This facility is currently vacant.
- **Litchfield Jail, Litchfield** – a former Department of Correction facility which includes approximately 5,000 square feet of space which could be converted to office space. This facility is currently vacant.
- **Cedarcrest Hospital, Newington** – a former Department of Mental Health and Addiction services facility consisting of approximately 113,120 square feet in the main building as well as a smaller office building consisting of approximately 14,000 square feet and several small “cottages” which are located on the grounds. This facility is currently vacant.
- **61 Woodland Street, Hartford** – the main office facility for the State’s Community-Technical Colleges; this facility has approximately 14,000 square feet of existing, unused office space.
- **Gateway College, New Haven** – this facility is scheduled to be vacated in the Fall of 2012 and consists of approximately 101,853 square feet of space.
- **Uncas on the Thames, Norwich** – this facility includes approximately 4,500 square feet of existing, unused space.

For each of these locations, the State of Connecticut should perform a detailed cost vs. benefit analysis which determines (1) what work needs to be undertaken to allow these facilities to be utilized by another State agency; and (2) the costs of such work; and (3) what leased locations could be vacated in favor of these existing State owned locations.

Please Note – At this time the State does not possess items 1 & 2 as shown above (i.e. the work required to allow these facilities to be reutilized and associated costs). However, with regard to item #3 (i.e. possible tenants) below is a conceptual list of tenants which should be considered for each location.

784 Fairfield Avenue - Bridgeport

- Department of Revenue Services, currently located in 5,787 square feet of leased space at an annual cost of \$115,008; and
- Department of Veterans Affairs currently located in 1,127 square feet of leased space at an annual cost of \$20,849

High Meadows – Hamden

- Department of Developmental Services located in two (2) leased locations totaling 38,200 square feet at an annual cost of \$562,972

Litchfield Jail – Litchfield

- Office of the Chief State’s Attorney located in 2,600 square feet of leased space at an annual cost of \$44,511; and/or
- Office the Public Defender located in 725 square feet of leased space at an annual cost of \$13,653

Cedarcrest – Newington

- Department of Information Technology located in 192,253 square feet of leased space at an annual cost of \$4,988,965.

61 Woodland Street – Hartford

- Office of Workforce Competitiveness located in 3,290 square feet of leased space at an annual cost of \$70,735; and
- Workers Compensation Commission located in 9,974 square feet of leased space at an annual cost of \$185,516

Gateway – New Haven

- Department of Children and Families located in 45,000 square feet of leased space at an annual cost of \$1,200,000; and
- Department of Social Services located in 53,000 square feet of leased space at an annual cost of \$670,000; and
- Workers Compensation Commission located in 8,800 square feet of leased space at an annual cost of \$172,040

Uncas on the Thames – Norwich

- Department of Revenue Services located in 4,100 square feet of leased space at an annual cost of \$67,000

The above is offered for discussion purposes; lacking detailed project plans and cost estimates for the renovation of the existing State owned facilities, it is not possible to determine if the relocation of these agencies from leased space, currently costing approximately \$12.9 million annually, to State owned space is economically viable.

It must also be noted that issues such as appropriate tenant mix, lease termination dates, moving costs, whether agencies require specific geographic locations, etc., must be considered as part of any cost vs. benefit analysis.

In addition to these locations, the State should undertake a comprehensive survey of all its owned facilities to identify opportunities for utilizing existing State owned space to generate rent aversion savings.

Appendix

- Appendix A – Buildings Proposed for Abandonment and/or Demolition
- Appendix B – Text of C.G.S. 4b-23 – State Facility Plan
- Appendix C – Agency Space Requests and Recommendations
- Appendix D – Agency Parking Requests and Approvals
- Appendix E – Per Employee Square Footage Calculations

APPENDIX – A

BUILDINGS PROPOSED FOR ABANDONMENT/DEMOLITION - C.G.S. 4b-23(a) requires that agencies report to OPM “*Facilities proposed for demolition or abandonment which have potential for other uses.*” The following buildings were identified by agencies as potentially being abandoned and/or demolished during the period covered by this *State Facility Plan*:

AGENCY	BUILDING NAME	ADDRESS	TOWN
Connecticut State University	Roberts Avenue School	Roberts Avenue School	Danbury
Connecticut State University	CCSU Police Station	1 Pikiell Drive	New Britain
Connecticut State University	501 Crescent Street	501 Crescent Street	New Haven
Connecticut State University	473 Fitch Street	473 Fitch Street	New Haven
Connecticut State University	372 High Street	372 High Street	Willimantic
Connecticut State University	392 High Street	392 High Street	Willimantic
Department of Correction	Herdsmen's House	285 Shaker Rd	Enfield
Department of Correction	Building 7	285 Shaker Rd	Enfield
Department of Correction	Chicken House	285 Shaker Rd	Enfield
Department of Correction	Sewer Plant Office	285 Shaker Rd	Enfield
Department of Correction	Sewer Plant Pump House	285 Shaker Rd	Enfield
Department of Correction	Weather Station	285 Shaker Rd	Enfield
Department of Correction	Yellow Barn	Roxbury Road	Niantic
Department of Correction	ABC Dorms	131 N.Bridebrook Rd	Niantic
Department of Developmental Services	Cottage 11	Constitution Hill	Southbury
Department of Developmental Services	Cottage 2	Yankee Drive	Southbury
Department of Developmental Services	Cottage 23	Colony Court Circle	Southbury
Department of Developmental Services	Cottage 25	Colony Court Circle	Southbury
Department of Developmental Services	Cottage 27	Colony Court Circle	Southbury
Department of Developmental Services	Cottage 28	Colony Court Circle	Southbury
Department of Developmental Services	Cottage 29	Colony Court Circle	Southbury
Department of Developmental Services	Cottage 35	White Oak St.	Southbury
Department of Developmental Services	Cottage 5	Yankee Dr.	Southbury
Department of Developmental Services	Cottage Farm II	2130 Purchase Brook Rd.	Southbury
Department of Developmental Services	P2 - Fleck Hall	White Oak St.	Southbury

Department of Developmental Services	P4 - Thompson Hall	Whale Pass	Southbury
Department of Developmental Services	Personnel Village 02	2 Village Road	Southbury
Department of Developmental Services	Personnel Village 5	5 Village Rd	Southbury
Department of Developmental Services	Personnel Village 12	12 Village Road	Southbury
Department of Developmental Services	Personnel Village 18	18 Village Road	Southbury
Department of Developmental Services	Personnel Village 25	25 Village Rd	Southbury
Department of Developmental Services	Personnel Village 30	30 Village Road	Southbury
Department of Developmental Services	Staff House 1	Yankee Drive	Southbury
Department of Developmental Services	Staff House 3	Route 172	Southbury
Department of Developmental Services	Abattoir	Cassidy Rd.	Southbury
Department of Developmental Services	Personnel Village 14	14 Village Road	Southbury
Department of Developmental Services	Piggery	Cassidy Road	Southbury
Department of Developmental Services	Activity Site Bunk House 1	Constitution Hill	Southbury
Department of Developmental Services	Cassidy Barn	Cassidy Rd.	Southbury
Department of Developmental Services	Cow & Hay Barn	Spruce Brook Rd.	Southbury
Department of Developmental Services	Garage For Staff House 11	Route 172	Southbury
Department of Developmental Services	Garage For Staff House 6 & 8	North Of Rt 172	Southbury
Department of Developmental Services	Heifer Barn W/2/Stalls	Cassidy Barn	Southbury
Department of Developmental Services	Staff House Apt 80/81/82	Purchase Brook Road	Southbury
Department of Environmental Protection	Devils Hopyard	Devils Hopyard	East Haddam
Department of Environmental Protection	Flaherty	Flaherty	East Windsor
Department of Environmental Protection	Scantic River	Scantic River	Enfield
Department of Environmental Protection	178 Scott Swamp Rd	178 Scott Swamp Rd	Farmington

Department of Environmental Protection	Roraback	Roraback	Harwinton
Department of Environmental Protection	Lake Waramaug	Lake Waramaug	Kent
Department of Environmental Protection	Forster Pond	Forster Pond	Killingworth
Department of Environmental Protection	Forster Pond St. Park	Forster Pond St. Park	Killingworth
Department of Environmental Protection	Housatonic Meadows	Housatonic Meadows	Sharon
Department of Environmental Protection	Hall Meadow	Hall Meadow	Torrington
Department of Environmental Protection	Wharton Br	Wharton Br	Wallingford
Department of Environmental Protection	Radar BLDG	Radar BLDG	Warren
Department of Environmental Protection	371 Rope Ferry	371 Rope Ferry	Waterford
Department of Environmental Protection	Mattatuck	Mattatuck	Watertown
Department of Environmental Protection	Blackrock	Blackrock	Watertown
Department of Environmental Protection	Taylor Brook	Taylor Brook	Winchester
Department of Environmental Protection	Burr Pond (Taylor Brook)	Burr Pond (Taylor Brook)	Winchester
Judicial	784 Fairfield Avenue	784 Fairfield Avenue	Bridgeport
Judicial	790 Fairfield Avenue	790 Fairfield Avenue	Bridgeport

APPENDIX – B

TEXT OF C.G.S. 4b-23

Sec. 4b-23. (Formerly Sec. 4-26b). State facility plan. Implementation. Responsibilities of Secretary of the Office of Policy and Management, Commissioner of Public Works and Properties Review Board. Regulations. (a) As used in this section, "facility" means buildings and real property owned or leased by the state. The Secretary of the Office of Policy and Management shall establish guidelines which further define such term. All agencies and departments of the state shall notify the Secretary of the Office of Policy and Management of their facility needs including, but not limited to, the types of such facilities and the municipalities or general location for the facilities. Each agency and department shall continue long-range planning for facility needs, establish a plan for its long-range facility needs and submit such plan and related facility project requests to the Secretary of the Office of Policy and Management, and a copy thereof to the Commissioner of Public Works, on or before September first of each even-numbered year. Each such request shall be accompanied by a capital development impact statement, as required by section 4-66b, and a colocation statement, as required by section 4b-31, if the secretary so requires. Each agency and department shall base its long-term planning for facility needs on a program plan. The secretary shall establish a content guide and schedule for such plans. Each agency and department shall prepare its program plan in accordance with such guide and file it with the secretary pursuant to such schedule. Facility plans shall include, but not be limited to: Identification of (1) long-term and short-term facility needs, (2) opportunities for the substitution of state-owned space for leased space, (3) facilities proposed for demolition or abandonment which have potential for other uses and (4) space modifications or relocations that could result in cost or energy savings. Each agency or department program plan and facility plan and its facility project requests shall cover a period of at least five years. The secretary shall provide agencies and departments with instructions for preparing program plans, long-term facility plans and facility project requests and shall provide appropriate programmatic planning assistance. The Commissioner of Public Works shall assist agencies and departments with long-term facilities planning and the preparation of cost estimates for such plans and requests. The Secretary of the Office of Policy and Management shall review such plans and prepare an integrated state facility plan which meets the aggregate facility needs of the state. The secretary shall review the cost effective retrofit measures recommended to him by the Commissioner of Public Works under subsection (b) of section 16a-38a and include in the plan those measures which would best attain the energy performance standards established under subdivision (1) of subsection (b) of section 16a-38.

(b) On or before December first of each even-numbered year, the Commissioner of Public Works shall provide the Secretary of the Office of Policy and Management with a review of the plans and requests submitted pursuant to subsection (a) for consistency with realistic cost factors, space requirements, space standards, implementation schedules, priority needs, objectives of the Commissioner of Public Works in carrying out his

responsibilities under section 4b-30 and the need for the maintenance, improvement and replacement of state facilities.

(c) The Secretary of the Office of Policy and Management shall present a proposed state facility plan to the Properties Review Board on or before February fifteenth of each odd-numbered year. Such plan shall be known as the recommended state facility plan and shall include all leases and capital projects and a statement of the degree to which it promotes the colocation goals addressed in subsection (e) of section 4b-31. The secretary shall establish guidelines defining "capital projects". The Properties Review Board shall submit its recommendations to the secretary on or before March first of each odd-numbered year. The Properties Review Board recommendations shall address the goals described in subsection (e) of section 4b-31. The secretary shall present the recommended state facility plan to the General Assembly on or before March fifteenth of each odd-numbered year.

(d) Upon the approval by the General Assembly of the operating and capital budget appropriations, the Secretary of the Office of Policy and Management shall update and modify the recommended state facility plan, which shall then be known as the state facility plan. The state facility plan shall be used as an advisory document for the leasing of property for use by state agencies and departments and for related capital projects.

(e) Implementation of the state facility plan shall be the responsibility of the Commissioner of Public Works. He shall conduct a study of each proposed facility in the plan to determine: (1) The method of choice for satisfying each such facility need, (2) the geographical areas best suited to such need, (3) the feasibility and cost of such acquisition using a life-cycle cost analysis as established by subdivision (2) of subsection (b) of section 16a-38, (4) the degree to which the plan promotes the goals addressed in subsection (e) of section 4b-31 and (5) any other relevant factors. Said commissioner shall review and approve each facility plan implementation action and shall submit to the Properties Review Board a list of each such action approved and the method and plan by which it shall be accomplished. Said commissioner shall endeavor to locate human services agencies in the same buildings as municipal and private agencies that provide human services. The results of said commissioner's study along with all supportive materials shall be immediately sent to the Properties Review Board. The board shall meet to review the decision of the commissioner and may request the commissioner or any member of his department, and the head of the requesting agency or any of his employees to appear for the purpose of supplying pertinent information. Said board shall call a meeting within two weeks of the receipt of the commissioner's decision, and may meet as often as necessary, to review said decision. The board, within ninety days after the receipt of the decision of the Commissioner of Public Works, shall either accept, reject or request modification of such decision, except that when more time is required, the board may have a ninety-day extension of time, provided the board shall advise the Commissioner of Public Works in writing as to the reasons for such extension of time. If such decision is disapproved by the board, it shall so inform the commissioner along with its reasons therefore, and the commissioner shall inform the head of the requesting agency and the Secretary of the Office of Policy and Management that its request has been rejected. If such decision is approved by the board it shall inform the commissioner of such approval

and the commissioner shall immediately communicate his decision to the head or acting head of such governmental unit and to the Secretary of the Office of Policy and Management and shall set forth the procedures to be taken to accomplish the results of such decision. The decision to make public such decision shall rest solely with the commissioner both as to time and manner of disclosure, but in no event shall such period exceed one year. The commissioner shall, when he deems it to be in the public interest, authorize the disclosure of such information; however, in the absence of such authorization, any unauthorized disclosure shall be subject to the criminal provisions of section 4b-27. All decisions made by the commissioner under the provisions of this section shall require review by the board. Except as otherwise hereinafter provided, the approval or disapproval of the Properties Review Board shall be binding on the commissioner and the requesting agency with regard to the acquisition of any real estate by lease or otherwise, notwithstanding any other statute or special act to the contrary. A majority vote of the board shall be required to accept or reject a decision of the commissioner.

(f) Within forty-five days from the date of the board's decision regarding the request of a governmental unit, the head or acting head of such unit shall notify the commissioner (1) that it accepts his decision, (2) that it rejects his decision and withdraws its request, or (3) that it does not approve such decision and requests that all or part of such decision be modified by the commissioner. When such modification is requested, the commissioner shall, within three weeks from receipt of such request, consider and act upon such request for modification and submit his decision to the Properties Review Board. If the commissioner and the board fail to agree to such modification in whole or in part, the governmental unit may, within ten days from the date of notification of such final decision, accept the commissioner's final decision, reject such decision and withdraw its request, or appeal to the Governor. Upon such appeal, the commissioner shall submit a report to the Governor stating the board's conclusions and supporting material therefore and the governmental agency shall submit a report to the Governor stating its objections to such decision and its supporting material therefore. The Governor shall, within thirty days of the receipt of such reports, make a decision which shall be binding on the parties involved. In the absence of any such appeal or withdrawal of request, the decision of the commissioner and the board shall be final and binding upon the governmental unit.

(g) After final action is taken approving any request or modification thereof, condemnation procedures shall continue to be prosecuted in the same manner as they were on July 1, 1975, by the agency involved, where such procedures are applicable and authorized by statute.

(h) Approval by the Properties Review Board shall not be required prior to State Bond Commission authorization of funds (1) for planning costs and other preliminary expenses for any construction or acquisition project, or (2) for any construction or acquisition project for which an architect was selected prior to July 1, 1975.

(i) As used in this subsection, (1) "project" means any state program, except the downtown Hartford higher education center project, as defined in subsection (1) of section 4b-55, requiring consultant services if (A) the cost of such services is estimated to

exceed fifty thousand dollars or, in the case of a constituent unit of the state system of higher education, the cost of such services is estimated to exceed three hundred thousand dollars, or (B) (i) the construction costs in connection with such program are estimated to exceed five hundred thousand dollars or, in the case of a constituent unit of the state system of higher education, other than The University of Connecticut, the construction costs in connection with such program are estimated to exceed two million dollars, and (ii) the cost of a consultant services contract for such program exceeds twenty thousand dollars or the cost of an amendment to a consultant services contract makes the total cost of the amendment, all previous amendments to such contract and the contract exceed twenty thousand dollars for the first time; (2) "consultant" means "consultant" as defined in section 4b-55; and (3) "consultant services" means "consultant services" as defined in section 4b-55. Any consultant selected by the commissioner, and any contracts entered into by the commissioner with any consultants for employment, on any project under the provisions of this section, shall be subject to the approval of the Properties Review Board prior to the employment of said consultant or consultants by the commissioner. The Properties Review Board shall, within thirty days, approve or disapprove the selection of or contract with any consultant made by the Commissioner of Public Works pursuant to sections 4b-1 and 4b-55 to 4b-59, inclusive. If upon the expiration of the thirty-day period a decision has not been made, the Properties Review Board shall be deemed to have approved such selection or contract.

(j) The Properties Review Board shall, within thirty days, approve or disapprove the proposed acquisition by lease of any residential property by the Commissioner of Mental Retardation pursuant to subsection (d) of section 4b-3. If upon the expiration of such thirty-day period a decision has not been made, the Properties Review Board shall be deemed to have approved such lease.

(k) Any agency or department of state government requiring additional facilities not included in the state facility plan may submit a request to the Secretary of the Office of Policy and Management outlining the justification for its request. The agency or department shall also provide (1) in the case of a request not previously submitted to the secretary pursuant to subsection (a) of this section, the reasons why it was not so submitted, and (2) in the case of a request so submitted, sufficient new information to warrant reconsideration. Such request shall include a statement of the degree to which the proposed state facility plan promotes the goals addressed in subsection (e) of section 4b-31, if the secretary so requires. Such request shall also be accompanied by a capital development impact statement as required under section 4-66b, if the secretary so requires. Subsections (b) to (d), inclusive, of this section shall not apply to the review of such requests. Any such request for additional facilities which are determined by the Secretary of the Office of Policy and Management to be of emergency nature or the lack of which may seriously hinder the efficient operation of the state, may be approved by the Properties Review Board and the Secretary of the Office of Policy and Management and shall be known as an approval made during the interim between state facility plans. No action may be taken by the state to lease or construct such additional facilities unless the secretary makes such a determination.

(l) The Commissioner of Public Works shall monitor the amount of leased space being requested and the costs of all proposed and approved facility project actions and shall advise the Secretary of the Office of Policy and Management and the Governor when the space to be leased or the forecast costs to complete the project exceed the square footage amount or the cost levels in the approved state facility plan by ten per cent or more. Approval of the Secretary of the Office of Policy and Management, the Properties Review Board, the State Bond Commission and the Governor shall be required to continue the project.

(m) (1) Plans to construct, renovate or modify state-owned or occupied buildings shall provide for a portion of the total planned floor area of newly constructed state buildings or buildings constructed specifically for use by the state to be served by renewable sources of energy, including solar, wind, water and biomass sources, for use in space heating and cooling, domestic hot water and other applications. For the plan due December 1, 1979, the portion to be served by renewable energy sources shall be not less than five per cent of total planned new floor area. For each succeeding state facilities plan submitted after December 1, 1979, the portion of the total planned floor area of any additional newly constructed state buildings or buildings constructed specifically for use by the state to be served by renewable energy sources shall be increased by at least five per cent per year until a goal of fifty per cent of total planned floor area of any additional newly constructed state buildings or buildings constructed specifically for use by the state is reached. For any facility served by renewable energy sources in accordance with this subsection, not less than thirty per cent of the total energy requirements of any specific energy application, including, but not limited to, space heating or cooling and providing domestic hot water, shall be provided by renewable energy sources. The installation in newly constructed state buildings or buildings constructed specifically for use by the state of systems using renewable energy sources in accordance with this subsection, shall be subject to the life-cycle cost analysis provided for in section 16a-38. (2) The state shall fulfill the obligations imposed by subdivision (1) of this section unless such action would cause an undue economic hardship to the state.

(n) The recommended state facility plan shall include policies for:

(1) The encouragement of the acquisition, transfer and utilization of space in suitable buildings of historic, architectural or cultural significance, unless use of such space would not prove feasible and prudent compared with available alternatives;

(2) The encouragement of the location of commercial, cultural, educational and recreational facilities and activities within public buildings;

(3) The provision and maintenance of space, facilities and activities to the extent practicable, which encourage public access to and stimulate public pedestrian traffic around, into and through public buildings, permitting cooperative improvements to and uses of the areas between the building and the street, so that such activities complement and supplement commercial, cultural, educational and recreational resources in the neighborhood of public buildings;

(4) The encouragement of the public use of public buildings for cultural, educational and recreational activities;

(5) The encouragement of the ownership or leasing of modern buildings to replace obsolete facilities, achieve cost and energy efficiencies, maximize delivery of services to the public, preserve existing infrastructure and provide a comfortable and space-efficient work environment; and

(6) The encouragement of the establishment of child day care facilities and child development centers including provisions for (A) full-day and year-round programs for children of working parents, (B) opportunities for parents to choose among accredited public or private programs, (C) open enrollment for children in child day care and school readiness programs, and (D) incentives for the colocation and service integration of child day care programs and school readiness programs pursuant to section 4b-31.

(o) Not later than January 1, 1988, the Commissioner of Public Works shall adopt regulations, in consultation with the Secretary of the Office of Policy and Management and the State Properties Review Board, and in accordance with the provisions of chapter 54, setting forth the procedures which the Department of Public Works and such office and board shall follow in carrying out their responsibilities concerning state leasing of offices, space or other facilities. Such regulations shall specify, for each step in the leasing process at which an approval is needed in order to proceed to the next step, what information shall be required, who shall provide the information and the criteria for granting the approval. Notwithstanding any other provision of the general statutes, such regulations shall provide that: (1) The Commissioner of Public Works shall (A) review all lease requests included in, and scheduled to begin during, the first year of each approved state-wide facility and capital plan and (B) provide the Secretary of the Office of Policy and Management with an estimate of the gross cost and total square footage need for each lease, (2) the secretary shall approve a gross cost and a total square footage for each such lease and transmit each decision to the requesting agency, the commissioner and the State Properties Review Board, (3) the commissioner shall submit to the secretary, for approval, only negotiated lease requests which exceed such approved cost, or which exceed such approved square footage by at least ten per cent, and (4) the secretary shall approve or disapprove any such lease request not more than ten working days after he receives the request. If the secretary fails to act on the request during such period, the request shall be deemed to have been approved and shall be forwarded to the board.

Appendix C

Agency Space Requests and Approvals

Please Note – Appendix C of this document represents the approved square footage and annual costs as established by OPM.

Any agency wishing to lease space between July 1, 2011 and June 30, 2013 that will exceed, by 10% or more, either the “*Approved Square Feet*” or the “*Approved Annual Cost*” figures outlined in Appendix C of this document or which is not approved within Appendix C, must complete the “*Interim Space Request*” process required by C.G.S. 4b-23(k).

Agency	File #	Town	Description	Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
Attorney General										
	306	Bridgeport	Office	FY 11-12	1,251	\$16,013	1,251	\$31,112	0	\$0
	318	Bridgeport	Office	FY 11-12	1,815	\$27,770	1,815	\$45,139	0	\$0
	555	Hartford	Office	FY 13-14	97,194	\$1,675,543	97,194	\$1,675,543	97,194	\$1,675,543
Board for State Academic Awards										
	835	Newington	Connecticut Distance Learning Consortium Technology Services & Charter Oak State College	FY 12-13	10,027	\$121,828	10,027	\$121,828	10,027	\$121,828
Board of Education and Services for the Blind										
	329	Windsor	Office Space	FY 11-12	40,340	\$403,400	40,340	\$727,420	40,340	\$524,420
Commission on Child Protection										
	2907	Hartford	Office	FY 11-12	4,041	\$72,738	4,041	\$83,649	4,041	\$83,649
Commission on Culture and Tourism										
	326	Hartford	Office Space	Other	21,115	\$496,203	21,115	\$496,203	21,115	\$496,203
Commission on Human Rights & Opportunities										
	331	Bridgeport	Offices	Other	3,851	\$70,042	3,851	\$70,042	3,851	\$70,042
Commission on the Deaf and Impaired										
	327	West Hartford	Office Space	FY 11-12	4,592	\$81,115	4,592	\$81,115	4,592	\$81,115
Connecticut Community Colleges										
	101405	Bristol	Tunxis Community College	FY 12-13	8,003	\$156,989	8,003	\$156,989	8,003	\$156,989

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	120104	Hartford	Capital Community College - Classrooms & Office	FY 12-13	44,487	\$1,405,479	44,487	\$1,564,742	40,000	\$989,900
	6117	Meriden	Middlesex Community College	FY 12-13	2,380	\$13,210	2,380	\$14,186	2,380	\$14,186
	82905	Meriden	Middlesex Community College	FY 11-12	12,818	\$189,066	12,818	\$310,525	12,818	\$250,000
	825	Willimantic	Quinebaug Valley Community College	FY 11-12	12,091	\$189,103	15,988	\$264,282	12,091	\$189,103
Connecticut State Library										
	810	Hartford	Historical Services Storage - Hartford	FY 11-12	43,806	\$547,575	46,046	\$623,923	43,806	\$547,575
	8801	Willimantic	Library Services Center	FY 11-12	10,067	\$182,313	10,067	\$202,447	10,067	\$182,313
Department of Banking										
	8802	Hartford	Office	FY 11-12	30,144	\$716,952	30,144	\$692,880	30,144	\$692,880
Department of Children and Families										
	974	Bridgeport	Regional Office - Bridgeport	FY 11-12	44,000	\$1,004,622	44,000	\$1,155,315	40,000	\$1,004,622
	975	Danbury	Regional Office - Danbury	FY 13-14	13,800	\$437,452	13,800	\$437,452	13,800	\$437,452
	976	Hartford	Regional Office - Hartford	FY 14-15	63,645	\$1,048,984	63,645	\$1,048,984	63,645	\$1,048,984
	977	Manchester	Regional Office - Manchester	FY 13-14	40,198	\$950,984	40,198	\$950,984	40,198	\$950,984
	300	Meriden	Regional Office - Meriden	FY 13-14	18,656	\$417,754	18,656	\$417,754	18,656	\$417,754
	221	Meriden	Satellite Office - Meriden	FY 12-13	14,009	\$283,985	14,009	\$283,985	14,009	\$283,985
	7222008	Middletown	Regional Office - Middletown (new)	FY 11-12	17,360	\$521,668	17,360	\$521,668	17,360	\$521,668
	972	Middletown	Regional Office - Middletown (existing)	FY 11-12	10,000	\$263,688	10,000	\$303,241	0	\$0

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	71405	Milford	Regional Office -Milford	Other	39,907	\$1,060,819	39,907	\$1,060,819	39,907	\$1,060,819
	973	New Britain	Regional Office - New Britain	FY 11-12	41,482	\$1,079,553	41,482	\$1,241,486	41,482	\$1,079,553
	978	New Haven	Regional Office - New Haven	FY 11-12	56,334	\$1,548,269	56,334	\$1,780,509	45,000	\$1,186,275
	7808	Norwalk	Regional Office - Norwalk	FY 11-12	15,040	\$570,825	15,040	\$656,449	15,040	\$656,449
	965	Norwich	Regional Office - Norwich	FY 11-12	36,022	\$724,522	36,022	\$833,200	36,022	\$724,522
	966	Stamford	Regional Office - Stamford	FY 13-14	9,000	\$252,770	9,000	\$252,770	9,000	\$252,770
	304	Torrington	Regional Office - Torrington	FY 11-12	10,000	\$208,106	10,000	\$239,322	10,000	\$208,106
	257	Waterbury	Office Space - DSS space	FY 11-12	5,129	\$102,580	5,129	\$102,580	5,129	\$102,580
	970	Willimantic	Regional Office - Willimantic	FY 11-12	23,263	\$431,507	23,263	\$496,234	23,263	\$431,507
Department of Correction										
	9999	Bridgeport	Regional Office - Bridgeport - Parole & Community Services	FY 11-12	0	\$0	3,825	\$51,638	0	\$0
	806	Hartford	Regional Office - Hartford - Parole & Community Services	FY 12-13	19,805	\$259,842	19,805	\$644,677	19,805	\$259,842
	307	New Haven	New Haven - Parole	FY 11-12	4,000	\$50,000	4,000	\$83,545	4,000	\$50,000
	807	New Haven	Regional Office - New Haven - Community Services	FY 11-12	5,000	\$71,250	5,000	\$101,860	5,000	\$71,250
	524043	Norwich	Regional Office - Norwich - Parole & Community Service	FY 15-16	3,735	\$53,224	3,735	\$123,297	3,735	\$53,224
	803	Waterbury	Regional Office - Waterbury - Parole & Community Service	FY 14-15	10,448	\$188,064	10,448	\$254,110	10,448	\$188,064

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
Department of Developmental Services										
	8824	East Hartford	Regional Office - North	Other	32,628	\$623,140	32,628	\$692,140	32,628	\$623,140
	1021	New Haven	Regional Office - South	FY 12-13	12,972	\$248,284	12,972	\$239,982	12,972	\$248,242
	787	New London	Office Space / Day Program Space for 18 clients	FY 12-13	4,100	\$86,141	4,100	\$99,056	4,100	\$86,141
	1022	Wallingford	Regional Office - South	FY 13-14	25,232	\$441,560	25,232	\$480,928	25,232	\$441,560
	783	Waterbury	Regional Office - West	FY 11-12	5,641	\$101,538	0	\$0	0	\$0
	328	Willimantic	Regional Office - North	Other	8,693	\$145,608	8,693	\$161,581	8,693	\$145,608
Department of Education										
	836	Hartford	SDE Office / Records - Hartford	FY 12-13	3,120	\$49,452	3,120	\$49,452	3,120	\$49,452
	8806	Middletown	SDE Central Offices - Middletown	FY 11-12	37,621	\$641,814	37,621	\$703,889	37,621	\$641,814
Department of Environmental Protection										
	897	West Hartford	Warehouse	FY 12-13	14,481	\$207,818	14,481	\$207,818	14,481	\$207,818
Department of Information Technology										
	302	East Hartford	Offices & Data Center	Other	192,253	\$6,144,357	192,253	\$6,144,357	192,253	\$6,144,357
Department of Labor										
	902	Bridgeport	Employment Security	FY 13-14	21,727	\$475,000	21,727	\$498,750	21,727	\$475,000
	925	Danbury	Employment Security	FY 11-12	11,885	\$214,750	0	\$0	0	\$0
	979	Danielson	Employment Security	Other	4,900	\$117,551	4,900	\$129,306	4,900	\$117,551
	980	Enfield	Employment Security	FY 11-12	11,700	\$234,000	11,700	\$245,700	11,700	\$245,700

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	981	Hamden	Employment Security - Hamden Call Center	FY 11-12	10,820	\$200,000	10,820	\$210,000	10,820	\$210,000
	982	Hamden	Employment Security	FY 11-12	22,391	\$400,000	22,391	\$440,000	22,391	\$440,000
	983	Hartford	Employment Security - Hartford Call Center	FY 11-12	14,000	\$263,620	14,000	\$276,801	14,000	\$276,801
	984	Hartford	Employment Security	FY 13-14	28,268	\$376,529	28,268	\$395,355	28,268	\$395,355
	986	Meriden	Employment Security	FY 12-13	1,845	\$30,000	1,845	\$33,000	1,845	\$33,000
	987	Middletown	Employment Security	FY 11-12	15,000	\$250,000	15,000	\$262,500	15,000	\$262,500
	988	New Britain	Employment Security	FY 11-12	11,702	\$230,000	11,702	\$241,500	11,702	\$241,500
	989	New London	Employment Security	FY 14-15	13,912	\$270,000	13,912	\$283,500	13,912	\$270,000
	990	Newington	Warehouse	FY 11-12	7,595	\$30,380	7,595	\$35,000	7,595	\$35,000
	8817	Norwich	Norwich Field Audit Office	FY 11-12	2,850	\$52,000	2,850	\$54,600	2,850	\$54,600
	991	Norwich	Employment Security	FY 11-12	9,848	\$180,000	9,848	\$189,000	9,848	\$189,000
	994	Torrington	Office Space	Other	6,300	\$131,859	6,300	\$138,452	6,300	\$131,859
	995	Waterbury	Employment Security	FY 11-12	24,256	\$409,926	24,256	\$450,920	24,256	\$450,920
	996	Willimantic	Employment Security	FY 11-12	8,980	\$173,000	8,980	\$190,300	8,980	\$190,300
Department of Mental Health and Addiction Services										
	866	Bridgeport	Connecticut Mental Health Center - Greater Bridgeport - ACCESS Project/General Assistance Project - Forensic Division	FY 14-15	4,931	\$83,334	4,931	\$92,690	4,931	\$62,377
	819	Bridgeport	Office Space	FY 11-12	25,631	\$538,251	25,631	\$609,376	25,631	\$624,861
	844	Danbury	Office Space	FY 13-14	11,056	\$247,132	11,056	\$218,349	11,056	\$202,630

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	1001	New Haven	Alcohol & Drug Unit - Substance Abuse Treatment Unit - New Haven Office	FY 11-12	7,600	\$195,168	7,600	\$195,168	7,600	\$159,600
	842	New Haven	Connecticut Mental Health Center - Consultation & Education Center	FY 13-14	4,776	\$107,842	4,776	\$120,987	4,776	\$87,639
	867	Old Saybrook	River Valley Services - Lower County Clinical Team	FY 12-13	1,854	\$34,288	1,854	\$42,179	1,854	\$34,288
	805	Stamford	Respite Care - Stamford	FY 11-12	478	\$12,000	478	\$12,000	478	\$12,000
	804	Stamford	F.S. Dubois Center	Other	34,000	\$1,042,100	34,000	\$1,171,130	34,000	\$860,220
	843	Torrington	Office Space	FY 13-14	15,214	\$264,645	15,214	\$301,159	15,214	\$331,676
	865	Waterbury	Local Mental Health Authority - Waterbury	Other	20,327	\$391,905	20,327	\$435,810	20,327	\$392,108
	9999	Waterbury	Young Adult Services	FY 11-12	0	\$0	6,937	\$159,551	6,000	\$144,000
	1000	West Haven	West Haven Mental Health Center	FY 14-15	6,800	\$130,424	6,800	\$140,760	6,800	\$103,224
Department of Motor Vehicles										
	877	Bridgeport	Branch Office - Bridgeport	Other	15,000	\$393,338	15,000	\$393,338	15,000	\$393,338
	875	Danbury	Branch Office - Danbury	FY 12-13	9,889	\$238,102	9,889	\$238,102	9,889	\$238,102
	878	New Britain	Branch Office - New Britain	Other	11,500	\$252,984	11,500	\$252,984	11,500	\$252,984
	873	Waterbury	Branch Office - Waterbury	FY 12-13	7,725	\$177,261	7,725	\$177,261	7,725	\$177,261
	876	Willimantic	Branch Office - Willimantic	FY 11-12	9,000	\$116,589	9,000	\$116,589	9,000	\$116,589
Department of Public Utility Control										
	310	New Britain	Office	FY 11-12	60,648	\$853,107	60,648	\$853,107	60,648	\$853,107

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
Department of Revenue Services										
	41405	Bridgeport	Regional Office - Bridgeport	FY 13-14	5,785	\$132,457	5,785	\$132,457	5,785	\$132,457
	11804	Norwich	Regional Office - Norwich	FY 11-12	4,649	\$70,346	4,649	\$70,346	4,649	\$70,346
Department of Social Services										
	9999	Ansonia	Bureau of Rehabilitation Services	FY 11-12	0	\$0	840	\$15,960	840	\$15,960
	852	Bridgeport	Rehabilitation Office - Bridgeport	FY 13-14	6,080	\$133,760	6,080	\$133,792	6,080	\$133,760
	1014	Bridgeport	Regional Office - Bridgeport	FY 13-14	57,430	\$861,450	57,430	\$1,228,798	57,430	\$861,450
	855	Danbury	Regional Office - Danbury	FY 13-14	14,643	\$241,610	14,643	\$352,394	14,643	\$241,610
	336	Danielson	Rehabilitation Office - Danielson	Other	1,278	\$18,045	1,278	\$30,725	1,278	\$18,045
	9999	East Hartford	Bureau of Rehabilitation Services	FY 11-12	0	\$0	1,244	\$31,100	1,244	\$31,100
	9999	Enfield	Bureau of Rehabilitation Services	FY 11-12	0	\$0	840	\$21,000	840	\$21,000
	9999	Gulford	Bureau of Rehabilitation Services	FY 11-12	0	\$0	690	\$17,250	690	\$17,250
	858	Hartford	Office Space	FY 11-12	72,544	\$895,918	72,544	\$1,208,145	72,544	\$895,918
	860	Hartford	Disability Determination Services	Other	35,309	\$527,870	35,309	\$721,414	35,309	\$527,869
	851	Manchester	Office Space	FY 13-14	25,370	\$403,383	25,370	\$650,025	25,370	\$403,383
	859	Middletown	Regional Office - Middletown	FY 11-12	24,000	\$309,600	25,000	\$660,143	24,000	\$309,600
	1016	New Britain	Office Space	Other	28,325	\$573,581	28,325	\$1,004,268	28,325	\$573,581
	1015	New Haven	Rehabilitation Office	FY 12-13	5,000	\$80,000	6,000	\$96,627	6,000	\$96,627

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	857	New Haven	Office Space	FY 11-12	48,294	\$669,355	60,149	\$1,336,659	53,000	\$848,000
	1017	New London	Rehabilitation Office - New London	FY 14-15	818	\$15,239	818	\$15,349	818	\$15,239
	736	Norwich	Rehabilitation Office - Norwich	Other	3,127	\$64,016	4,637	\$132,674	4,637	\$100,000
	847	Stamford	Regional Office - Stamford	FY 12-13	17,600	\$277,200	17,600	\$447,789	17,600	\$312,400
	305	Torrington	Regional Office - Torrington	FY 11-12	8,280	\$103,500	10,257	\$220,300	8,280	\$103,500
	1018	Waterbury	Regional Office - Waterbury	FY 11-12	35,853	\$573,648	42,249	\$1,052,731	35,853	\$573,648
	848	Willimantic	Regional Office - Willimantic	FY 11-12	12,003	\$186,046	18,791	\$494,418	12,003	\$186,046
Department of Veteran Affairs										
	885	Bridgeport	Advocacy & Assistance Regional Office - Bridgeport	FY 12-13	1,127	\$21,805	1,000	\$21,804	1,000	\$21,804
	8810	West Haven	Advocacy & Assistance Regional Office - West Haven	FY 11-12	1,010	\$15,768	1,000	\$15,768	1,000	\$15,768
Division of Criminal Justice										
	908	Litchfield	State's Attorney's Office - Judicial District of Litchfield	FY 11-12	2,600	\$60,658	2,600	\$62,894	2,600	\$62,894
	909	New Haven	State's Attorney's Office - New Haven Career Criminal Unit	FY 11-12	1,770	\$42,940	1,770	\$42,940	1,770	\$42,940
	308	West Hartford	Records Storage/Warehouse Space	FY 12-13	7,496	\$106,368	7,496	\$106,368	7,496	\$106,368
Division of Special Revenue										
	666	Newington	Warehouse	FY 11-12	10,070	\$77,540	10,070	\$77,540	0	\$0

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
Insurance Department										
Judicial Branch										
	906	Hartford	Office Space	FY 11-12	41,887	\$1,216,210	41,887	\$1,216,210	41,887	\$1,216,210
	761	Bantam	GA #18 - Superior Court	FY 14-15	13,720	\$205,526	13,720	\$205,526	13,720	\$205,526
	1023	Bridgeport	CSSD Adult Probation Supervision - Support Enforcement Magistrates	Other	33,376	\$976,318	33,376	\$697,704	33,376	\$976,318
	1033	Bristol	CSSD - Adult Probation Supervision	FY 11-12	5,204	\$93,360	7,827	\$133,059	5,204	\$93,360
	1034	Bristol	GA #17 - Superior Court	FY 11-12	22,581	\$146,776	22,581	\$146,777	22,581	\$146,777
	1035	Danbury	CSSD - Adult Probation Supervision	FY 13-14	6,263	\$168,663	6,263	\$124,884	6,263	\$168,663
	94	Danielson	CSSD - Adult Probation Supervision	FY 12-13	1,557	\$28,026	1,557	\$28,026	1,557	\$28,026
	301	Derby	CSSD - Adult Probation Supervision	FY 13-14	5,730	\$241,004	5,730	\$150,699	5,730	\$150,699
	53	East Hartford	Support Enforcement & Central Administration	FY 13-14	8,712	\$164,831	8,712	\$181,645	8,712	\$164,831
	332	East Hartford	Judicial Information Systems - Data Center	FY 13-14	31,271	\$928,749	40,771	\$1,369,600	31,271	\$928,749
	303	East Hartford	Administrative Services Offices & Training Center	Other	5,330	\$158,301	5,330	\$179,048	5,330	\$158,301
	9999	Enfield	CSSD - Adult Probation Supervision	FY 13-14	0	\$0	7,286	\$120,219	0	\$0
	110308	Hartford	CSSD - Judicial Administrative Mgmt System	FY 14-15	3,479	\$74,799	3,479	\$83,252	3,479	\$74,799
	759	Hartford	Support Enforcement	FY 14-15	10,939	\$164,085	10,939	\$182,681	10,939	\$164,085
	754	Hartford	CSSD - Adult Probation	FY 13-14	20,118	\$383,248	23,223	\$494,476	20,118	\$383,248

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	755	Hartford	Court Operations		79,097	\$2,401,203	79,097	\$2,401,203	79,097	\$2,401,203
	760	Litchfield	CSSD - Family Services	FY 14-15	2,550	\$70,202	2,550	\$70,202	2,550	\$70,202
	765	Manchester	CSSD - Adult Probation Supervision	FY 12-13	6,700	\$188,672	8,040	\$187,806	6,700	\$188,672
	766	Meriden	Judicial Information System - Training	FY 11-12	2,490	\$48,132	2,490	\$54,324	2,490	\$54,324
	768	Meriden	GA #7 - Infraction Annex	FY 13-14	6,491	\$87,629	6,491	\$99,247	6,491	\$87,629
	9999	Meriden	CSSD - Adult Probation Supervision	FY 13-14	0	\$0	7,738	\$127,677	0	\$0
	772	Middletown	Support Enforcement	FY 11-12	3,214	\$63,477	3,214	\$68,619	3,214	\$68,619
	109	Middletown	Juvenile Matters - Superior Court	FY 13-14	6,473	\$147,196	7,173	\$184,515	6,473	\$147,196
	770	Middletown	CSSD - Adult Probation Supervision	FY 11-12	5,950	\$117,513	10,430	\$172,095	5,950	\$117,513
	773	Milford	CSSD - Adult Probation Supervision	FY 11-12	4,797	\$141,703	7,005	\$186,753	4,797	\$141,703
	9999	New Britain	CSSD - Adult Probation Supervision	FY 13-14	0	\$0	10,280	\$169,620	0	\$0
	927	New Haven	Support Enforcement	FY 13-14	15,718	\$452,993	15,718	\$318,447	15,718	\$452,993
	778	New Haven	CSSD - Adult Probation Supervision	FY 11-12	22,805	\$324,971	22,933	\$473,850	22,805	\$324,971
	9999	New Haven	CSSD - Adult Probation Supervision	FY 12-13	0	\$0	23,146	\$381,909	0	\$0
	8823	New London	CSSD - Adult Probation Supervision	FY 13-14	9,150	\$167,720	14,238	\$271,661	9,150	\$167,720
	933	Norwalk	Juvenile Matters - Superior Court	FY 11-12	10,285	\$194,464	0	\$0	0	\$0
	932	Norwalk	CSSD - Adult Probation	FY 11-12	4,442	\$111,494	4,442	\$111,494	4,442	\$111,494

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	742	Norwich	Support Enforcement	FY 12-13	5,038	\$88,165	5,038	\$88,165	5,038	\$88,165
	9999	Norwich	CSSD - Adult Probation	FY 12-13	0	\$0	9,983	\$164,720	0	\$0
	940	Putnam	Support Enforcement	FY 14-15	2,721	\$56,624	2,721	\$61,195	2,721	\$56,624
	939	Putnam	CSSD - Adult Probation Supervision	FY 14-15	4,563	\$94,363	4,563	\$100,067	4,563	\$94,363
	945	Rocky Hill	Warehouse - Materials Management	FY 14-15	22,762	\$199,578	22,762	\$292,947	22,762	\$199,578
	950	Torrington	Juvenile Matters - Superior Court	FY 11-12	4,877	\$105,266	4,877	\$114,045	4,877	\$114,045
	953	Vernon	CSSD - Family Services	FY 13-14	2,378	\$50,770	2,378	\$55,598	2,378	\$50,770
	81	Vernon	Support Enforcement	FY 14-15	4,014	\$47,682	4,014	\$55,429	4,014	\$47,682
	128	Vernon	Juvenile Matters - Superior Court	FY 13-14	9,072	\$193,687	9,072	\$216,821	9,072	\$216,821
	955	Waterbury	CSSD Adult Probation Supervision - Support Enforcement	FY 12-13	17,040	\$436,224	20,448	\$458,853	17,040	\$436,224
	776	Waterford	Juvenile Matters - Superior Court	FY 11-12	19,962	\$615,052	19,962	\$688,742	19,962	\$615,052
	938	Wethersfield	Office of Victim Services	FY 12-13	10,206	\$315,347	10,206	\$239,025	10,206	\$239,025
	959	Wethersfield	Centralized Infractions Bureau - Jury Administration - Superior Court Operation	FY 11-12	30,618	\$528,161	30,618	\$599,194	30,618	\$599,194
	960	Wethersfield	Court Support Services Division - Administration	FY 12-13	21,436	\$443,511	26,222	\$616,637	21,436	\$443,511
	962	Willimantic	Juvenile Matters - Superior Court	FY 11-12	18,545	\$519,631	18,545	\$568,988	18,545	\$568,988
	961	Willimantic	CSSD - Adult Probation	FY 12-13	5,980	\$207,925	7,176	\$143,305	5,980	\$125,000

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
Military Department										
	910	Hartford	Foot Guard - Hartford Armory	FY 11-12	23,040	\$94,234	23,040	\$0	23,040	\$0
	912	Hartford	Store Front Recruiting Office	FY 11-12	1,900	\$30,000	1,900	\$30,000	1,900	\$30,000
Office of the Child Advocate										
	50207	Hartford	Office Space	FY 12-13	5,365	\$107,508	5,365	\$111,227	1,200	\$24,100
Office of the Claims Commissioner										
	50107	Hartford	Office Space	FY 12-13	2,521	\$55,336	2,521	\$56,849	0	\$0
Office of the Governor										
	330	Washington DC	Office Space	FY 13-14	963	\$59,824	963	\$59,824	963	\$59,824
Office of Workforce Competitiveness										
	338	Wethersfield	Office Space	FY 11-12	3,290	\$70,735	3,290	\$74,124	0	\$0
Public Defender Services Commission										
	9999	Bridgeport	Bridgeport Geographical Area # 2 Public Defender Overflow Office	FY 11-12	0	\$0	3,370	\$74,140	0	\$0
	886	Hamden	Office of Chief Public Defender - Legal Services Unit	FY 11-12	5,400	\$94,344	6,115	\$94,344	5,400	\$94,344
	9999	Hartford	Hartford Geographical Area # 14 Public Defender Overflow Office	FY 11-12	0	\$0	3,370	\$80,038	0	\$0
	9999	Hartford	Hartford Judicial District Public Defender Overflow Office	FY 11-12	0	\$0	1,492	\$35,435	0	\$0

Agency	File #	Town	Description	Anticipated		Existing		Requested		Approved	
				Fiscal Year	Square Feet	Annual Cost	Square Feet	Annual Cost	Square Feet	Annual Cost	
	9999	Hartford	Office of Chief Public Defender - Capital Defense & Trial Services Unit	FY 11-12	0	\$0	10,238	\$243,153	0	\$0	
	889	Litchfield	Office of Chief Public Defender - Litchfield	FY 11-12	725	\$19,132	725	\$20,363	725	\$20,363	
	9999	Middletown	Office of Chief Public Defender - Juvenile Post Conviction & Reentry Unit	FY 11-12	0	\$0	3,270	\$61,313	0	\$0	
	9999	N. Haven	New Haven Geographical Area # 23 Public Defender Overflow Office	FY 11-12	0	\$0	3,370	\$84,250	0	\$0	
	9999	N. Haven	New Haven Superior Court for Juvenile Matters Public Defender Overflow Office	FY 11-12	0	\$0	926	\$23,150	0	\$0	
	9999	Rockville	Rockville Superior Court for Juvenile Matters Public Defender Overflow Office	FY 11-12	0	\$0	2,145	\$45,045	0	\$0	
	893	Rocky Hill	Office of Chief Public Defender - Habeas Corpus Unit	FY 11-12	4,565	\$92,259	4,565	\$87,760	4,565	\$87,760	
Soldiers, Sailors and Marines Fund											
	334	Bridgeport	Veterans Assistance Office - Bridgeport	FY 11-12	250	\$0	250	\$0	250	\$0	
	357	Hartford	Veterans Assistance Office - Hartford	FY 11-12	486	\$7,776	486	\$8,748	486	\$8,748	
	309	Hartford	Veterans Assistance Office - Headquarters	FY 11-12	1,653	\$19,010	1,653	\$20,663	0	\$0	

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	815	New Haven	Veterans Assistance Office - New Haven	FY 11-12	360	\$5,400	360	\$5,400	360	\$5,400
	333	Norwich	Veterans Assistance Office - Norwich	Other	350	\$0	350	\$0	350	\$0
	335	Waterbury	Veterans Assistance Office - Waterbury	Other	500	\$0	500	\$0	500	\$0
State Comptroller	6666	Hartford	Office Space	Other	82,156	\$1,306,280	82,156	\$1,306,280	82,156	\$1,306,280
State Treasurer	524044	Hartford	Office Space	FY 14-15	61,021	\$1,051,951	61,021	\$1,051,951	61,021	\$1,051,951
Teacher's Retirement Board	3306	Hartford	Office Space	FY 12-13	13,430	\$297,529	13,430	\$312,516	13,430	\$312,516
University of Connecticut Health Center	322	Bristol	Blood Drawing Station	Other	115	\$6,026	115	\$6,026	115	\$6,026
	314	East Hartford	UCONN Health Partners	Other	30,544	\$488,704	30,544	\$488,704	30,544	\$488,704
	317	Farmington	Community Medicine	Other	16,460	\$312,740	16,460	\$312,740	16,460	\$312,740
	311	Farmington	Center for Disabilities	Other	11,209	\$184,949	11,209	\$184,949	11,209	\$184,949
	312	Farmington	Center for Disabilities	Other	1,656	\$28,152	1,656	\$28,152	1,656	\$28,152
	315	Farmington	Psychiatry	Other	9,001	\$184,521	9,001	\$184,521	9,001	\$184,521
	321	Farmington	Dermatology	Other	32,327	\$895,458	32,327	\$895,458	32,327	\$895,458
	325	Farmington	UCONN Correctional Managed Health	Other	2,911	\$48,487	2,911	\$48,487	2,911	\$48,487
	324	Farmington	UCONN Correctional Managed Health	Other	7,822	\$129,063	7,822	\$129,063	7,822	\$129,063

Agency	File #	Town	Description	Anticipated Fiscal Year	Existing Square Feet	Existing Annual Cost	Requested Square Feet	Requested Annual Cost	Approved Square Feet	Approved Annual Cost
	316	Farmington	Occ Med	Other	9,779	\$183,356	9,779	\$183,356	9,779	\$183,356
	319	Farmington	UCONN Correctional Managed Health	Other	4,526	\$84,863	4,526	\$84,863	4,526	\$84,863
	313	Hartford	Pediatric Dental Clinic and Education Programs	Other	766	\$9,767	766	\$9,767	766	\$9,767
	323	Hartford	AIDS Research Project	Other	1,744	\$29,997	1,744	\$29,997	1,744	\$29,997
	320	West Hartford	UCONN Health Partners, 65 Kane St	Other	36,032	\$288,256	36,032	\$288,256	36,032	\$288,256
Worker's Compensation Commission										
	887	Bridgeport	4th District Office	FY 14-15	9,131	\$145,365	9,131	\$154,493	9,131	\$145,365
	871	Hartford	1st District Office	FY 12-13	9,974	\$194,516	9,974	\$194,516	9,974	\$194,516
	864	Hartford	Chairman's Office/ Appellate Court and Administration	FY 14-15	17,100	\$393,300	17,100	\$452,295	17,100	\$393,300
	903	Middletown	8th District Office	FY 11-12	7,500	\$102,000	9,502	\$182,628	0	\$0
	904	New Britain	6th District Office	FY 13-14	8,400	\$148,596	8,400	\$152,796	8,400	\$148,596
	872	New Haven	3rd District Office	FY 11-12	8,800	\$179,240	8,800	\$200,712	8,800	\$200,712
	863	Norwich	2nd District Office	FY 11-12	9,638	\$215,312	9,638	\$215,312	9,638	\$215,312
	900	Stamford	7th District Office	FY 14-15	8,040	\$196,098	8,040	\$225,512	8,040	\$196,098
	337	Waterbury	5th District Office	Other	11,146	\$220,365	11,146	\$220,356	11,146	\$220,356

Appendix D – Existing Parking Leases

NOTE: Agencies are not required by statute to report parking leases under the State Facility Plan; however, agencies we asked to provide a listing of their existing leases which is presented below.

File #	Agency Name	Town	Spaces Leased	Annual Cost
391	Commission on Human Rights & Opportunities	Norwich	15	\$5,940
386	Connecticut Community Colleges	Hartford	70	\$165,600
324	Connecticut Community Colleges	New Haven	700	\$826,245
110403	Department of Children and Families	Britain	55	\$26,400
1053	Department of Children and Families	Hartford	155	\$72,540
394	Department of Children and Families	Waterbury	77	\$2,195
392	Department of Children and Families	Waterbury	96	\$3,744
389	Department of Children and Families	Hartford	83	\$62,748
388	Department of Children and Families	Hartford	60	\$50,400
398	Department of Correction	Waterbury	27	\$16,200
906	Department of Insurance	Hartford		\$165,600
8822	Department of Mental Health and Addiction Services	New Haven		\$447,600
8821	Department of Mental Health and Addiction Services	New Haven		\$72,900
11609	Judicial Branch	Bridgeport	90	\$81,000
1043	Judicial Branch	Derby	90	\$21,600
1040	Judicial Branch	Danielson	50	\$9,000
1037	Judicial Branch	Danbury	12	\$7,920
1036	Judicial Branch	Danbury	50	\$33,000
1031	Judicial Branch	Bridgeport	140	\$126,000
957	Judicial Branch	Waterbury	167	\$100,200

936	Judicial Branch	Norwich	85	\$6,000
		New		
931	Judicial Branch	London	25	\$10,695
		New		
780	Judicial Branch	Haven	309	\$278,100
		New		
777	Judicial Branch	Britain		\$100,000
750	Judicial Branch	Hartford		\$25,200
399	Judicial Branch	Meriden	107	\$51,360
		New		
397	Judicial Branch	London	47	\$ 14,664
		New		
395	Judicial Branch	Haven	155	\$158,100
		New		
393	Judicial Branch	Britain	35	\$29,400
390	Judicial Branch	Meriden	50	\$11,040
387	Judicial Branch	Litchfield	30	\$9,000
396	Office of the State Treasurer	Hartford	100	

Appendix E

**Per Employee
Square Footage Calculations**

Per Employee Square Footage Calculations

Utilizing the existing square footage information and the number of employees at each location provided by responding agencies, it is possible to determine average per employee square footage calculations.

For the purposes of these calculations, only those submissions which included both the existing square footage and number of employee figures were utilized; new space requests are not included in these calculations. These calculations represent the total square footage being leased which included common areas, circulation space, equipment and file areas, break rooms, etc.

METRIC	SF PER EMPLOYEE
All Leases	317.50
BY SECTOR OF GOVERNMENT	
Conservation and Development	613.72
Corrections	221.71
Education	531.11
General Government	588.04
Health and Hospitals	207.61
Human Services	293.57
Judicial	319.61
Regulation and Protection	450.49
BY SECTOR OF GOVERNMENT & SPACE TYPE	
Conservation and Development - Office	422.30
Conservation and Development - Warehouse	1,810.13
Corrections - Regional Office	221.71
Education - Educational	1,732.21

Education - Office	318.65
Education - Storage	2,693.65
General Government - Office	361.52
General Government - Other	828.68
General Government - Regional Office	248.42
General Government - Storage	7,496.00
Health and Hospital - Educational	410.00
Health and Hospital - Office	233.98
Health and Hospital - Regional Office	173.10
Human Services - Office	277.40
Human Services - Regional Office	306.50
Judicial - Court	343.45
Judicial - Educational	977.50
Judicial - Office	293.90
Judicial - Other	215.66
Judicial - Regional Office	284.19
Judicial - Storage	2,069.27
Regulation and Protection - Court	723.62
Regulation and Protection - Office	413.60
BY TYPE OF SPACE	
Court	399.57
Educational	1,211.67

Office	326.32
Other	592.90
Regional Office	240.35
Storage	2,465.30
BY AGENCY	
Attorney General	219.00
Board for Academic Awards	<i>Employee data not available</i>
Board of Education and Services for the Blind	336.17
Commission on Child Protection	367.36
Commission on Culture and Tourism	422.30
Commission on Human Rights & Opportunities	320.92
Commission on the Deaf and Impaired	459.20
Connecticut Community Colleges	1,732.21
Connecticut State Library	2,693.65
Department of Banking	251.20
Department of Children and Families	212.56
Department of Correction	409.41
Department of Developmental Services	177.82
Department of Education	269.81
Department of Environmental Protection	1,810.13
Department of Information Technology	828.68
Department of Labor	475.99

Department of Mental Health and Addiction Services	233.98
Department of Motor Vehicles	356.47
Department of Public Utility Control	<i>Employee data not available</i>
Department of Revenue Services	248.43
Department of Social Services	293.52
Department of Veteran Affairs	712.33
Division of Criminal Justice	741.63
Division of Special Revenue	<i>Employee data not available</i>
Insurance Department	281.12
Judicial Branch	319.98
Military Department	2,494.00
Office of the Child Advocate	357.67
Office of the Claims Commissioner	420.17
Office of the Governor	481.50
Office of Workforce Competitiveness	329.00
Public Defender Services Commission	288.92
Soldiers, Sailors and Marines Fund	299.92
State Comptroller	<i>Employee data not available</i>
State Treasurer	372.08
Teacher's Retirement Board	447.67
University of Connecticut Health Center	<i>Employee data not available</i>
Worker's Compensation Commission	723.62

Appendix F

State Properties Review Board Recommendations



STATE OF CONNECTICUT
STATE PROPERTIES REVIEW BOARD
165 Capitol Avenue, Room #123
Hartford, Connecticut 06106



EDWIN S. GREENBERG, CHAIRMAN
BENNETT MILLSTEED, VICE CHAIRMAN
BRUCE JOSEPHY, SECRETARY
PASQUALE A. PEPE
MARK A. NORRAN

BRIAN A. DILLOU, DIRECTOR
TEL: (860) 713-6400
FAX: (860) 713-7391

February 24, 2011

The Honorable Benjamin Barnes
Secretary, Office of Policy and Management
450 Capitol Avenue
Hartford, CT 06106-1308

RE: Proposed State Facility Plan 2011 – 2013

Dear Secretary Barnes:

Section 4b-23(c) of the C.G.S. states that the Secretary of the Office of Policy and Management (OPM) will present a proposed State Facility Plan to the State Properties Review Board (SPRB) on or before February 15th of each odd-numbered year. In turn, SPRB is required to submit to the Secretary of the Office of Policy and Management its recommendations concerning the proposed State Facility Plan and the colocation goals contained therein on or before March 1st of the same year.

SPRB recognizes the assumption that this plan was submitted by OPM under the pretense that Governor Malloy's budget proposal to consolidate the Department of Public Works (DPW) Leasing Division into the Department of Administrative (DAS) will be adopted. As such, DAS will be responsible for all state leasing functions identified in this plan that were previously under the authority of DPW.

The current economic conditions continue to have a negative impact throughout all areas of the country and Connecticut is no exception. Overall, leasing activity continues to decrease in Connecticut and vacant commercial property "asking" rental rates continue to decrease as the market adjusts to the current environment. Given this continued economic condition from the previous plan, the Board believes that the principal leasing objectives proposed in this Plan are again supportable and attainable with diligent oversight of agency lease proposals and existing market conditions. These principal Plan objectives are summarized as follows:

- Decrease the amount of square feet leased by all government sectors by 2.3% from an existing level of 3,122,602 to 3,049,398 square feet;
- Whenever feasible substitute State owned space for leased space;

The Honorable Benjamin Barnes
Secretary, Office of Policy and Management
February 24, 2011
Page 2

- Encourage energy efficiency and minimize environmental impact; and
- Promote the colocation objectives delineated in C.G.S. 4b-31(e) by establishing policies that require all human service agencies consider colocation when acquiring, constructing, renovating or leasing space. (Currently, 32.0% of the State's existing leases represent collocated agencies.)

The proposed plan also detailed a series of six (6) items called "Recommended Future Actions". These items are intended to increase efficiencies, reduce costs and ensure lease compliance. SPRB continues to support OPM on such an approach and has identified the following concepts as vital to this process:

- *LEAN Leasing* – continue the working groups and bi-weekly agency meetings comprised of DAS, OPM and SPRB staff;
- *Statewide Storage Needs* – Evaluate the process of consolidating state agency storage needs into regional locations owned by the State;
- *DAS Lease Compliance* – work with DAS to evaluate lease terms and where feasible identify all cost items and terms responsible to the State under the Lease. SPRB believes that this function should be undertaken on annual basis by a third party, which was not directly involved in the lease negotiation, such as OPM or SPRB.

SPRB also believes that due to the current economic conditions it would be financially prudent for the State to begin the process of planning for the purchase of state office space to better facilitate the long term colocation of appropriate state agencies in strategic locations throughout the State.

Given, the above, the State Properties Review Board believes the proposed State Facility Plan adequately promotes cost and energy efficiencies, fosters the provision of a safe and space efficient working environment, and maximizes colocation goals.

Sincerely,

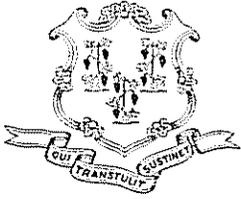


Edwin S. Greenberg
Chairman, State Properties Review Board

cc: Commissioner Donald DeFronzo, Department of Administrative Services
Brian Dillon, Director, State Properties Review Board
SPRB Members
Patrick O'Brien, Assistant Director, Asset Management OPM

Appendix G

Transmittal Letter to the General Assembly



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

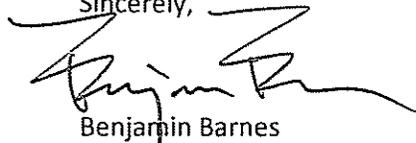
Government Administrative & Elections Committee
Senator Gayle S. Slossberg, Co-Chair
Representative Russell A. Morin, Co-Chair
Room 2200 Legislative Office Building
Hartford, CT 06106

Dear Senator Slossberg and Representative Morin,

In accordance with C.G.S. 4b-23, I am forwarding to you the *State Facility Plan 2011-2013*.

If you have any questions concerning this matter, please feel free to contact me.

Sincerely,



Benjamin Barnes
Secretary

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