

chair **John Chiang**  
member **Jerome E. Horton**  
member **Ana J. Matosantos**



State of California  
**Franchise Tax Board**

05.18.12

To: Selvi Stanislaus

From: Jeanne Harriman

**Subject: Board Approval for Facility Action Items**

## Memorandum

This memorandum provides information for your notification to the Board pursuant to the Board's resolution requiring approval for Facility Action Items.

### FTB Criminal Investigations Bureau Alterations at the Central Office Campus

FTB received Board approval in July 2011 to work with DGS on the development of plans and construction to renovate a portion of the San Diego Building at the FTB Campus to facilitate the full consolidation of Criminal Investigations Bureau's Northern California operations. This project was recently cancelled due to the significant tenant improvement costs and resulting DGS fees.

FTB is now seeking to modify its original request to pursue minor alterations at the FTB Campus that upon completion will provide (3) additional hard-walled rooms within CIB's existing suite required for secured evidence storage and new personnel.

### Justification

FTB CIB employs special agents that are sworn peace officers charged with the investigation and successful prosecution of individuals and business entities suspected of committing tax crimes. Built in a mix of hard walled offices and secured storage, the design of the office facilities reflect the legal "chain of custody" requirement for the movement and location of physical evidence from the time it is obtained until the time it is presented in court. Over recent years, increases in the assignment of criminal enforcement cases have augmented staffing levels and expanded the volume of physical storage space needed for retention of confidential evidence and tax records. FTB Facilities has been able to mitigate the growing space requirements through an aggressive reassignment of all available hard walled rooms; however, space constraints within their existing facilities negate further accommodations.

*Jeanne Harriman*  
Director, Financial Management Bureau