

## FACILITIES ACTION ITEMS

June 2009

### FTB Field Offices – Leased Space Rent Reductions

FTB Facilities Management staff is requesting approval to proceed with a Space Action Request to DGS to participate in the statewide rent reduction taskforce whereas FTB's current lease obligations and facility needs will be evaluated to identify opportunities for rent savings and reduced facilities costs. The current financial climate coupled with a favorable commercial real estate market indicates that substantial savings could be realized. With this project, FTB and DGS would collectively review the department's existing leasehold portfolio and expenditures and where feasible DGS would pursue all necessary lease modifications or consolidations that result in annual savings to the Department.

### FTB Central Office Campus / 9646 Butterfield Way – Expansion of Command Center Services Room

FTB Facilities Management staff is requesting permission to expand the Command Center Services Room to efficiently accommodate the existing and new monitoring systems and personnel. This project would include minor demolition of an existing wall, relocation of electrical and installation of new flooring. This room supports the monitoring of FTB's critical 24x7x365 external mainframe applications and network operations. DGS has agreed to fund all associated tenant improvements costs out of a rental account reserve that has been retained by DGS from rents paid by FTB for its space assignments at the state-owned Butterfield Office Complex. Subsequent to Board approval, this proposal will be submitted to the State's Office of the Chief Information Officer for review and consent to proceed.