

chair **John Chiang**
member **Jerome E. Horton**
member **Michael Cohen**

State of California
Franchise Tax Board

11.04.13

To: Selvi Stanislaus

From: Jeanne Harriman

Subject: Request for Approval - Facility Action Item

Memorandum

This memorandum provides information for your notification to the Board pursuant to the Board's resolution requiring approval for Facility Action Items. FTB is requesting approval to proceed with one DGS Customer Requests Upgraded Information Sharing Environment (CRUISE) request as follows:

Central Office Regional Transit Parking Lot Lease

FTB Facilities Management is requesting the Board's approval to lease Sacramento Regional Transit's (RT) vacant "Park and Ride" Lot (110 spaces) located adjacent to the state-owned FTB Butterfield Campus. Temporary peak filing season demands and ongoing permanent hiring will soon lead to deficiencies in parking availability. By July 2014, FTB expects that over 6,100 staff (including non-FTB occupants) will be employed at the FTB Campus with an existing parking supply of 4,036 spaces.

FTB continues to undergo a Facility Master Plan Update with final results expected in March 2014. Initial results indicate that even though FTB continually promotes alternative forms of transportation, current onsite parking inventories are fully utilized with minimal capacity to absorb future growth. As the study is completed which will address long term needs for the Campus, with Filing Season approaching, FTB needs to act now to solicit additional parking spaces for our staff to avoid unnecessary work disruptions. The terms, cost and timeline for this lease will be determined through negotiations between DGS and Sacramento RT.

If you have any questions regarding the above item, please contact me at 845-6431.



Director
Financial Management Bureau