



Introduction to the Capitol Buildings Planning Commission



State of New Mexico
Capitol Buildings Planning Commission

August 2013

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What is the Capitol Buildings Planning Commission (CBPC)?

The State of New Mexico established the Commission as an intergovernmental agency to study and plan for the long-range facility needs of state government.

Makeup of the Capitol Buildings Planning Commission

The makeup of the Commission includes representatives from the executive, legislative, and judicial branches of government and some constitutional officers. The intent of this broad representation is to ensure participation in the state's long-range facilities planning by major stakeholders within state government that have oversight of state-owned facilities/assets.



The Commission is composed of 11 members:

- Four members of the legislature, two from each house
- The secretary of general services (GSD) or his/her designee
- The state treasurer or his/her designee
- The secretary of transportation (NMDOT) or his/her designee
- The secretary of cultural affairs (CAD) or his/her designee
- The secretary of finance and administration (DFA) or his/her designee
- The commissioner of public lands or his/her designee
- The chair of the supreme court building commission or his/her designee

Exhibit 01. CBPC Membership

Statutory Authority

Sections 15-10-1 and 15-10-2 NMSA 1978 create the Commission and describe its statutory authority and responsibilities.

Purpose of the CBPC and Responsibility of the Commissioners

Per statute, the Commission shall:

- (1) study and plan for the long-range facilities needs of state government in the greater metropolitan areas of Las Cruces, Santa Fe and Albuquerque. After developing an initial master plan for state facilities in those areas, the Commission shall conduct a review of state properties throughout the state for the development of an overall master plan;
- (2) review proposed lease-purchase agreements and submit findings and recommendations to the legislature;
- (3) work with GSD and other state agencies in developing recommendations for addressing deferred maintenance on state facilities and disposal strategies for aging facilities no longer able to serve their mission; and
- (4) using life-cycle costing, work with the GSD in developing recommendations regarding whether the state should lease, lease-purchase or purchase needed additional facilities;
- (5) meet regularly and report annually to the legislature on an annual update of the master plan for the long-range facilities needs of state government in the metropolitan areas of Las Cruces, Santa Fe, Albuquerque and throughout the state; and
- (6) for all lease-purchase agreement proposals submitted to the CPBC for review, complete a thorough analysis using life-cycle costing, and prepare and present a recommendation to the legislature regarding whether the state should lease, lease-purchase or purchase needed additional facilities.

The purpose of the Capitol Buildings Planning Commission is to study and plan for long-range facilities needs of state government.

Who does the staff work of the Commission?

The CBPC does not have an operating budget or permanent staff; however, the legislative council service provides staff for the Commission in coordination with the staff architect and other staff of the Facilities Management Division (FMD) of the General Services Department (GSD). Additionally, the Commission and staff direct contract master planners, who provide primary master planning services to the CBPC. Roles of the staff are as follows:

Legislative Council Service (LCS)

At the direction of the Commission, LCS staff coordinate administrative activities of the Commission including day-to-day correspondence of the Commission, web site management, scheduling and coordination of meetings and staff workshops, preparation of minutes and annual reports, oversight of the master planning consultant, drafting and presentation of legislation, research of pertinent topics, and other Commission-requested tasks.

General Services Department/Facility Management Division (FMD)

FMD (a consolidation of the former Property Control and Building Services Divisions of GSD) staff and the staff architect participate in staff workshops and provide regular updates about the facilities and assets they manage. The FMD is a critical source for current data on state-owned and leased facilities, which are used in the master planning process. Additionally, the FMD is tasked with working with state agencies under the executive to develop annual infrastructure capital improvement plan (ICIP) submissions ensuring that projects comply with the principles established in the capitol buildings master plan.

Master Planning Consultant

The CBPC retains contract master planners to support the Commission in its work through development of the Capitol Buildings Master Plan. Since 1998, Architectural Research Consultants, Incorporated (ARC) has filled this role. The master planners provide area plans and updates to the master plan for use by the CBPC and state government.

The master planners are compiling a comprehensive inventory

of state-owned and leased facilities statewide for the eventual development of an overall statewide master plan. Exhibit 02 identifies the responsibilities of the master planners.



Master Planner's Responsibilities

Develop and regularly update the Capitol Buildings Master Plan

Identify and investigate potential new initiatives

Identify course corrections needed

Develop alternatives and strategies

Prepare and present recommendations to the CBPC

Exhibit 02. Master Planner's Responsibilities

Types of state-owned and occupied space tracked by the CBPC

The Commission tracks a variety of owned, leased, lease-purchased and provided space occupied by state agencies.

Exhibit 03 provides an overview of the categories of state-owned and occupied space tracked by the Commission, along with a listing of which state agencies fall under each category. ***Please note that the inventory is in progress and not yet all-inclusive.***

The Commission does not track facilities owned by institutions of higher education (colleges and universities) or public school facilities.



Categories of State-Owned and Occupied Space

- **Executive - FMD Jurisdiction:** Includes Administrative Office of the District Attorneys; Aging and Long-Term Care; Children, Youth and Families; Commission for the Blind; Commission of Public Records; Corrections; Department of Finance and Administration; Division of Vocational Rehabilitation; Economic Development; Employee Retirement Board; Energy, Minerals, and Natural Resources; Environment; General Services; Governor's Commission on Disability; Health; Human Services; Indian Affairs; Information Technology; New Mexico Health Policy Commission; Office of Homeland Security and Emergency Management; Office of the Superintendent of Insurance; Public Education; Public Employee Retirement Association; Public Regulatory Commission; Public Safety; Regulation and Licensing Department; State Engineer; Taxation and Revenue; Tourism; Veterans Services; Worker's Compensation; and Workforce Solutions
- **Executive Non-FMD:** Includes Border Authority; Cultural Affairs; Cumbres and Toltec Scenic Railroad Commission; Department of Transportation; Expo NM; Game and Fish; Military Affairs; Miners' Colfax Medical Center; School for Blind and Visually Impaired; School for the Deaf; Spaceport Authority; State Land Office; and State Parks
- **Judicial:** Includes the New Mexico Supreme Court and Court of Appeals, the Magistrate Courts and the Bernalillo County Metropolitan Court
- **Legislative:** Includes the Capitol building, Capitol North, the Capitol Parking Structure and utility/support buildings

Exhibit 03. Categories of State-Owned and Occupied Space

History of the Capitol Buildings Planning Commission

Timeline of CBPC Milestones

The Commission was created by the New Mexico legislature in 1997 and originally focused its planning efforts on the needs of state agencies in Santa Fe. Over the years, the legislature has expanded the Commission's master planning jurisdiction to include three major metropolitan areas in New Mexico - Santa Fe, Albuquerque and Las Cruces. Also, the Commission has expanded its jurisdiction to include developing a statewide inventory of all state-owned and leased facilities for the eventual development of a statewide master plan.

Exhibit 04 on the following pages provides a timeline of key milestones in the Commission's history.

Timeline of Key CBPC Milestones	
1997	<ul style="list-style-type: none"> • Capitol Buildings Planning Commission created.
1998	<ul style="list-style-type: none"> • Endorsed legislation established the Property Control Reserve Fund for purchasing and constructing facilities. • Initial master plan funded to study state facilities in Santa Fe. • Master planning consultants retained; work begins on Santa Fe master plan.
1999	<ul style="list-style-type: none"> • Initial set of Planning Principles adopted. • Work on Santa Fe master plan continued.
2000	<ul style="list-style-type: none"> • Initial master plan for Santa Fe completed. • Plan included inventory and evaluation of existing facilities, development of facility standards and campus development plans for Main Capitol, South Capitol, West Capitol, Public Safety and Oñate/Corrections campuses. Plan identified key implementation strategies.
2001	<ul style="list-style-type: none"> • Implementation of long-range master plan recommendations for Santa Fe began. • Endorsed \$75 million in revenue bonds to acquire buildings and land in Santa Fe County. • Endorsed legislation to create the State Building Bonding Fund in the New Mexico Finance Authority (NMFA) to finance buildings located within the jurisdiction of the CBPC. (State Office Building Acquisition Act – renamed in 2003 as the State Building Bonding Act.) • Authorized implementation included acquisition of PERA and NEA buildings, design and construction of the Toney Anaya building, and acquisition of land south of the Public Safety campus. The state did not implement the last item.
2002	<ul style="list-style-type: none"> • Commission's authority expanded to include the Albuquerque and Los Lunas areas. • Commission supported funding for a new state scientific laboratory in Albuquerque.
2003	<ul style="list-style-type: none"> • Secretary of Transportation and Secretary of Cultural Affairs added to Commission membership. • Expanded purpose of State Building Bonding Fund to authorize use for renovation and maintenance of existing structures and for development of permanent exhibits • State authorized the Commission's review of the Cultural Affairs bond proposal to fund renovations, maintenance and development at state museums and monuments. • Commenced development of Albuquerque/Los Lunas area master plan and updates/refinements to Santa Fe area plan (completed 2005).

Exhibit 04. CBPC Milestones Timeline

2004
<ul style="list-style-type: none"> • Purpose of State Building Bonding Fund returned to original language eliminating any future use of the fund for Cultural Affairs Department (CAD) properties; however, CAD projects authorized in 2003 were grandfathered in. • Commission endorsed reauthorization of funds originally earmarked for the land south of the public safety campus to allow for purchase of land north of the campus in Valdes Park.
2005
<ul style="list-style-type: none"> • Endorsed the planning, design and construction of the State Capitol Parking Facility • Commission proposed the joint resolution to the legislature to amend the state constitution allowing for lease-purchase agreements.
2006
<ul style="list-style-type: none"> • Constitutional amendment approved by voters to authorize certain lease-purchases. • Land in Valdes Park is acquired. • Commission ordered that data on DOT and CAD facilities be added to the master • Voters approved a constitutional amendment in November 2006 to allow for lease-purchase agreements by certain state entities.
2007
<ul style="list-style-type: none"> • Commission membership changed to include the State Treasurer and changed the PCD staff architect to a CBPC staff position. • Commission jurisdiction expanded to include Las Cruces. • Enabling legislation for the lease-purchase of state facilities is enacted. • The law mandated the Commission to review and develop a statewide inventory of state properties for eventual development of an overall master plan. • Commission endorsed legislation for the initial planning of two state-owned facilities in Santa Fe – an executive office building (EOB) and a facility known as Phase 1 of the Health and Human Services (HHS) complex, which would consolidate the administrative functions of five health and human services-related state agencies. • Endorsed funding (\$10 million) for various projects including additional funds for the Scientific Laboratory, acquisition funding for the Coughlin Building, construction funding for the State Capitol Parking Facility, funding for land acquisitions at West Capitol and funding for planning of a state police crime • Endorsed funding for capitol renovations and long-range facility planning. • Supported funding for additional FTE at PCD to maintain a facilities inventory.

Exhibit 04 continued. CBPC Milestones Timeline

2008

- Commission endorsed appropriation requests for the EOB and HHS as part of a 5-year strategy for the Main Capitol Campus.
- Commission endorsed construction of a state-owned consolidated state office building in Las Cruces to house state agencies, most of which are in leased space.
- Commission endorsed appropriation requests for a land purchase adjacent to Oñate Campus for use by the Department of Military Affairs, and for master planning and infill renovations at South Capitol Campus.
- Endorsed funding for a new substance abuse treatment facility in Los Lunas.

2009

- Commission legislation was enacted allowing the secretary of GSD and the state treasurer to appoint designees to attend Commission meetings on their behalf.
- Commission legislation authorizing and financing both the EOB and HHS Phase 1 passed in the 2009 legislative session. (More than \$125 million.)
- Legislature mandated that the Commission review certain lease-purchase agreement proposals and directed the Commission to develop guidance for the review process using life-cycle cost analysis (LCCA).
- Legislation adopted to establish a collaborative process for state agencies to carry out capital projects in historic districts in a manner that is generally compatible with local ordinances.
- Commission endorsed funding for demolition of state buildings at Los Lunas campus and statewide, funding for statewide repairs, renovations and deferred maintenance, and funding for land acquisition and planning for the HHS complex.
- Commission directed CBPC staff to study the long-range facility needs of the State Records Center and Archives (SRCA) and to present findings and recommendations to the Commission. A final report was filed in March of 2010.
- Efforts of the Commission centered around the selection of a site for the planned HHS complex.

2010

- CBPC staff developed guidance material for the lease-purchase agreement review process, and began development of a LCCA tool for use in the review process.
- Lease-Purchase Agreement Review Process Guidance adopted by Commission.
- Commission supported authorization of funding for various projects within master planning areas, including the use of previously authorized funding for land acquisitions at West Capitol to be expended for acquisition of parcels on the former College of Santa Fe campus.
- GSD drafted a rule to address lease-purchasing regulation.

Exhibit 04 continued. CBPC Milestones Timeline

2011
<ul style="list-style-type: none"> • CBPC staff continue development of LCCA Web-based tool. • Planning materials indexed and posted on the legislative Web site. • Commission legislation to mandate 5-year master plans and facility maintenance plans by state agencies is pocket vetoed. • CBPC staff developed and presented to the CBPC an asset management framework and recommendations to address deferred maintenance • CBPC staff issued a new Request for Proposals (RFP) for Master Planning Consulting Services and, with the Commission, completed the RFP selection process
2012
<ul style="list-style-type: none"> • CBPC staff contracted with ARC to continue providing master planning consulting services to the Commission in January 2012 • Senate Bill 83, which would have required all state agencies, as well as the judicial and legislative branches, to create statewide master plans and would have appropriated \$1m to the PCD (now FMD) to assist state agencies with facility master plans and also would have appropriated \$2.3m to the Capital Program Fund to conduct a facility assessment of all owned state agency facilities. was passed by the legislature then was pocket vetoed. • Governor Martinez then issued Executive Order 2012-023, which requires state agencies to submit five-year facilities master plans, but does not cover judicial or legislative facilities and does not address funding for planning. • CBPC staff continued to develop and refine an Inventory of State-Owned, Leased and Provided Facilities. ARC developed a web-based tool for the Inventory, which was demonstrated to the Commission and released for use by state agencies. • After a review of the asset management framework recommendations developed in 2011, the Commission directed CBPC staff to continue work on two recommendations: <ol style="list-style-type: none"> 1) adopt a strategic asset management mode, which would include completing an inventory and database of state facilities and sites (in process), and: 2) conduct a comprehensive and consistent assessment of state facilities.
2013
<ul style="list-style-type: none"> • The legislature appropriated funding in the amount of \$200,000 to the Legislative Council Service for master planning activities of the Commission • CBPC staff continues to develop and refine an Inventory of State-Owned, Leased and Provided Facilities, including state employee full-time equivalency (FTE) data by location. • CBPC staff is working with FMD to complete and update the Inventory of State-Owned, Leased and Provided Facilities. • At the request of GSD, CBPC staff is exploring the feasibility of assisting several agencies in developing a master plan for statewide substance abuse treatment facilities.

Exhibit 04 continued. CBPC Milestones Timeline

Notable Achievements of the Capitol Buildings Planning Commission

Since its creation in 1997, the adoption of master planning principles in 1999 and the adoption of an initial master plan in 2000, the Commission has successfully led planning efforts that impact all branches of government. The Commission has endorsed dozens of legislative initiatives, and has been instrumental in the legislature's passage of the State Building Bonding Act in 2001. In the Act, "The legislature finds that the expense of leasing office space for state-occupancy has grown to the point that the state would be better served if more state-owned facilities were acquired." The Act also states that "...the legislature finds it prudent to establish an office acquisition program." The Act authorized the NMFA to issue and sell revenue bonds up to \$115 million dollars "...for the purpose of acquiring state office buildings and related facilities and other state facilities within the master planning jurisdiction of the Capitol Buildings Planning Commission...."

The 2000 Capitol Buildings Master Plan provided guidance for achievement of the following:

- Establishment of various funding mechanisms to support the purchase and construction of state buildings, including the Property Control Reserve Fund and the State Building Bonding Fund;
- Acquisition of the Concha Ortiz y Pino (NEA) building;
- Acquisition of the PERA building;
- Acquisition (and subsequent demolition) of the Coughlin building;
- Construction of the Toney Anaya Building;
- Acquisition of land adjacent to the Public Safety Campus (Valdes Park land); and
- Authorization to acquire federal land adjacent to the West Capitol Campus.

In the past seven years, accomplishments based on the recommendations in the Capitol Buildings Master Plan include:

- Construction of the State Capitol Parking Facility;
- Approval of lease-purchases as a funding option for acquisition of state facilities;

- Development of review guidance materials for lease-purchase proposals;
- Approval of a five-year plan for the Main Capitol Campus;
- Approval and funding for Phase 1 of a Health and Human Services Complex;
- Approval and funding for an Executive Office Building adjacent to the State Capitol Parking Facility;
- Construction of a new State Laboratories Building in Albuquerque;
- Construction of a new substance abuse facility in Los Lunas;
- Construction of a new State Court of Appeals Building in Albuquerque;
- Acquisition of land adjacent to the West Capitol Campus;
- Secured funding for state agencies to do more comprehensive campus planning, including a long-range plan for the South Capitol Campus; and
- Secured funding to commence demolition of obsolete state-owned facilities.

Master Planning Opportunities

Success notwithstanding, issues remain that provide opportunities for the Capitol Buildings Planning Commission to continue planning for the long-range facility needs of state government. Some of these opportunities include:

- Achieve an appropriate balance of owned versus leased space to accommodate the needs of state agencies and allow for collocation and consolidation of agencies. As a general development principle, the Capitol Buildings Master Plan identifies reducing such costs by investing in capital assets and reducing recurring lease costs. The ease with which state agencies may lease space relative to the difficulty inherent in the state's capital asset acquisition and financing structure continues to hamper achieving reductions in agency operational costs.
- Assess the needs of state agencies housed in local government-provided buildings. Because the state does not fund these facilities, ensuring adequate space for state workers is a continuing concern.

- Develop a comprehensive database including all agencies that own or lease buildings. This task has proved to be particularly difficult, although there has been progress. The Master Plan Consultants suggested that a collaborative approach in the near future will result in a database that unifies multiple inventory lists and allows periodic updating. The Inventory of State-Owned, Leased and Provided Facilities available online to state agencies is the culmination of CBPC staff work as directed by the Commission.
- Address the ongoing challenge to fund deferred maintenance, facility renewal, and demolition. The state has approved, but not implemented, user fees for this purpose. CBPC staff developed an asset management framework and provided recommendations that address deferred maintenance to the Commission in 2011 and 2012. The Commission directed staff to continue working on two of the recommendations.
- Identify and document non-building assets such as land holdings and water rights (exclusive of State Land Office-managed land) in the state inventory. As the state develops a comprehensive statewide assets database, all agencies with records for these types of assets should compile, document and make readily available such documents in an electronic and searchable format. The Inventory of State-Owned, Leased and Provided Facilities includes partial land data. It is recommended that the inventory be updated with land assets and water rights data as they become available.
- Identify state employee full-time equivalency (FTE) counts associated with each location. CBPC staff are currently working with representatives from Department of Finance and Administration (DFA), the State Personnel Office and SHARE managers to identify a way to link existing FTE data at each owned or leased location to its facility inventory. CBPC staff is gathering FTE data by location as part of the ongoing review and update of data in the Inventory of State-Owned, Leased and Provided Facilities.

- Institute policies and laws requiring state agencies to complete comprehensive long-range plans that link facility needs to agency strategic and operational plans, and that incorporate facility maintenance planning.
- Establish comprehensive policies for acquisition and disposal of state-owned properties, including acquisition by gifting or memos of understanding. The Commission has directed staff to make additional recommendations with respect to this issue.
- Encourage state and local government collaboration in developing state projects in historic districts.
- Address historic preservation planning issues in the Capitol Buildings Master Plan. Many of the state's buildings either qualify as historic buildings under federal and state regulations (fifty years or older) or are rapidly approaching this age. Recent legislation establishes a procedure for state and local governments to collaborate on capital projects to protect and preserve historic districts. Further development of the statewide inventory needs to identify all existing designated historic buildings and sites and those that are eligible or soon to be eligible for historic designation. Future planning needs to consider and balance preservation and other needs of the state.
- Integrate sustainable planning concepts into the Capitol Buildings Master Plan. One common and widely quoted definition of "sustainability" is "... development that meets the needs of the present without compromising the ability of future generations to meet their own needs." Sustainable planning efforts seek to reduce natural resource depletion (with a benefit of also reducing operating expenses), reduce pollution, and ensure healthy indoor environments.

Opportunities for Collocation and Collaboration in Facility Planning

The Commission prepares master plans of a broad nature for state campuses and metropolitan areas, while state agencies manage their own long-range facility planning activities in a manner consistent with the Commission's adopted master planning principles. The principles are applicable to general development and campus planning for all state-owned campuses and facilities, and they provide clear guidance for sound long-range planning and decision-making.

The Commission's interest in the holdings of all branches of government and all state agencies, including those that operate under the guidance of independent commissions or boards, is to bring about greater collaboration and cooperation among state agencies in long-range facility planning.

A key aspect of the mission of the Commission is to identify opportunities to share existing facilities for greater efficiency, collocate new facilities on state-owned property rather than purchasing new property, or otherwise affect how the state manages its facility and land assets.

About the Capitol Buildings Master Plan

Purpose of the Master Plan

The purpose of the Capitol Buildings Master Plan (CBMP) is to provide guidance and decision tools for sustained, comprehensive leadership in long-range planning for state facilities.

The master plan provides a dynamic framework, which will shape state assets for the next 20 years and beyond.

The plan provides information about state-owned and occupied sites and facilities to support informed decision-making about capital asset planning and development by the Commission and other state stakeholders. The scope of the plan entails the metropolitan areas of Santa Fe, Albuquerque, Las Cruces, and eventually statewide.

The master plan documents the needs and provides long-range facility planning guidance to all state agencies including those who operate autonomously from GSD/FMD.

The master plan does not address the long-range planning needs of the state-funded special schools and institutions of higher education, which are managed by individual boards and boards of regents.

The master plan is a living document that staff and the master planners refine and update frequently. As the Commission identifies potential new initiatives, staff and the master planners investigate and analyze their impact on the overall master plan and develop alternatives and strategies to address the impact. If the overall master plan requires course corrections, staff and the master planners prepare and present recommendations to the Commission for consideration.

History of the Master Plan

Santa Fe Area Plan

The initial scope of the Capitol Buildings Master Plan included all state owned facilities in the Santa Fe area. Adopted in 2000, key aspects of that plan:

- Compiled both owned and leased facility data for Santa Fe;
- Assessed conditions of Santa Fe area state-owned facilities;
- Researched and evaluated facility planning efforts in other states;
- Developed general space use principles including location criteria for state agencies; and
- Prepared space standards for use in state facilities.

The 2000 plan addressed five Santa Fe campuses housing state government agencies that are under legislative, judicial and GSD/FMD jurisdiction: the Main Capitol, South Capitol, West Capitol, Public Safety, and Oñate/Corrections Campuses. The 2000 plan included alternatives, strategies and conceptual site development plans for each campus. Exhibit 04 shows the location of each Santa Fe campus.

The 2000 plan provided specific recommendations for short-term priorities, which the state implemented beginning in 2001-2002.

Since adoption of the 2000 plan, updates to the Santa Fe area plan have resulted in the construction of the State Capitol Parking Facility, approval and funding for two new facilities (the Executive Office Building and Phase 1 of the Health and Human Services complex), adoption of a five-year plan for the Main Capitol Campus, a long-range development plan for the South Capitol Campus and additional land acquisitions at the West Capitol Campus.



Exhibit 05. Santa Fe Campus Location Map

Albuquerque Area Plan

In 2002, the legislature expanded the authority of the Commission to include the Albuquerque metropolitan area, and expanded the master planning scope to include state agencies not specifically under the authority of the GSD/FMD.

One of the key issues in the Albuquerque area is the high amount of leased space. The plan recommends conceptual land use and implementation strategies for campuses under the jurisdiction of GSD/FMD, including the Youth Diagnostic and Development Center (YDDC)/Superblock Campus in Albuquerque, the Los Lunas State Campus (Old Los Lunas Hospital site), the Los Lunas Corrections site and the Grasslands site.

Notable recent state projects in this planning area include construction of the New Mexico Scientific Laboratory and Court of Appeals buildings in Albuquerque and the New Mexico Center for Recovery and Wellness in Los Lunas.

Documentation of the holdings of agencies not under the control of GSD/FMD includes assets of the Department of Transportation, the Cultural Affairs Department, Expo New Mexico, the judiciary, state parks and military affairs. Exhibits 06 and 07 provide location maps for the Albuquerque and Los Lunas area campuses.



Exhibit 06. Albuquerque Campus Location Map



Exhibit 07. Los Lunas Campus Location Map

Las Cruces Area Plan

In 2007, the legislature expanded the Commission's authority to include the Las Cruces area. Planning for the area began in December of that year. In January 2008, the Commission endorsed legislation to fund construction of an office building in Las Cruces to house consolidated administrative functions. In December 2008, the Commission adopted initial recommendations presented by the planning consultant. The Commission again endorsed legislation to fund construction of an office building in Las Cruces in the 2009 session. Funding for a Las Cruces state office building has not passed the legislature, and development of plans for the Las Cruces area is ongoing.

Statewide Inventory

In 2007, the Commission endorsed funding for additional staff in GSD/FMD to maintain hardware and software for master planning. Also, the 2007 legislature revised the Commission's responsibilities to include development of a statewide inventory of state properties for eventual development of an overall statewide master plan. In December of 2007, the Commission directed staff to begin developing a master plan for state offices and buildings throughout the state.

In May of 2009, the master planners presented an overview of the statewide inventory with a recommendation to develop a comprehensive database. Future planning initiatives would require additional data about facilities throughout New Mexico including location, agency owner, size, condition, occupants, replacement value and water rights.

As part of the statewide inventory, the master planners compiled and documented data on state-occupied facilities. Part of the analysis brought to the attention of the Commission the significant amount of space provided by others (primarily counties).

Development of the statewide inventory is ongoing, and over time has become increasingly comprehensive. Continued efforts in 2011 and 2012 developed an online Inventory of State-Owned, Leased and Provided Facilities that added data unavailable at the time of the 2009 inventory, such as space provided by others. The online inventory is current as of July 2012, and can be found at the following URL:

<https://www.arcforms.info/nmfacilities2/index.php>

Ongoing work of the CBPC staff involves review and update of the inventory, including gathering agency FTE data by location, which currently is not available from any state data source.

Although the inventory is not complete, information compiled thus far has been valuable in helping the Commission members understand the range of state-occupied facilities.

Other Master Plan Activities

At the direction of the Commission, master planning efforts in 2009 and 2010 included:

- Investigation of numerous potential sites for the planned Health and Human Services (HHS) complex;
- A study of the long-term needs of the State Records Center and Archives;
- Establishing a collaborative process for state and local government cooperation during the implementation of state projects within certain historic districts;
- Developing guidance for the lease-purchase agreement review process using life-cycle cost analysis (LCCA); and
- Developing a LCCA tool for use in the review process.

Beginning in late 2010 and continuing to the present, the master planning efforts have focused on a consolidated master planning document for the Commission.

Additionally, the Commission endorsed the completion of two master plans that meet CBPC guidance to encourage state agencies to develop comprehensive plans within the framework of the Capitol Buildings Master Plan to align agency operational requirements with long-range facility requirements:

- The CYFD completed a master plan for their Cambiar New Mexico initiative, which identifies the agency's facility requirements to implement the Cambiar service delivery model statewide; and
- The GSD/FMD completed the South Capitol Campus 2040 Master Plan, which will guide future development at South Capitol for the next 30 years and beyond.

The agencies completed these studies in 2010.

Overview of State-Occupied Space

Inventory of State-Occupied Space

Developing a comprehensive inventory of state-owned and occupied space is an ongoing activity of the CBPC staff and the master planners. Initial facility inventory data included only GSD/FMD and legislative space in the Santa Fe area. As the Commission's authority has expanded to include other areas, the inventory has become more comprehensive over time.

As of July 2012, the Commission's Inventory of State-Owned, Leased and Provided Facilities identified approximately 22 million gross square feet (m GSF). The inventory continues to expand as additional state-occupied space is identified. Exhibit 8 shows an update of known space occupied by the State of New Mexico as of July 2012.

Space Occupied by State of New Mexico as of July 2012

	Gross Square Feet (GSF)	% Total GSF	% Change since 2011† (% GSF)
Owned	16,334,972	74.2%	13.0%
Leased*	3,749,193	17.0%	-8.6%
Lease-Purchased	138,476	0.6%	1.1%
Provided by Counties	1,786,183	8.1%	7.2%
Subtotal	22,008,824	100.0%	8.8%

* Actual LSF is 2,999,354 LSF (equivalent estimated GSF assumes LSF / GSF = 80%)

Data does not include owned or leased facilities of the New Mexico Institutions of Higher Education (state colleges and universities) or Public School Facilities.

† Some change since 2011 can be attributed to the availability of more complete data, not necessarily an increase in space

Exhibit 08. Space Occupied by State of New Mexico as of July 2012

Categorization of Space in the Statewide Inventory

The Inventory of State-Owned, Leased and Provided Facilities groups state-owned and occupied space in the following categories:

- Executive – Under GSD/FMD purview
- Executive – Not under GSD/FMD purview
- Legislative
- Judicial

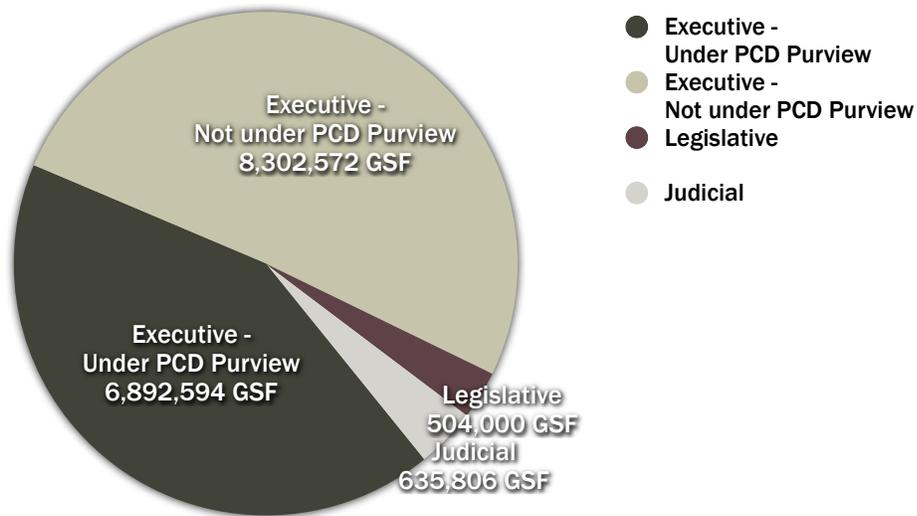


Exhibit 09. Ownership of Space in GSF as of July 2012

Types of Space in the Inventory

Owned Space

Owned space in the statewide inventory includes a broad variety of facility types, ranging from office buildings and schools to museums and prisons. Future planning will seek to consistently classify space by use type.

Exhibit 09 illustrates how much state-owned space falls within each category as of July 2012. Exhibit 10 illustrates this space by department. The text below further describes the types of space in each category.

Executive-Under GSD/FMD Purview

GSD/FMD is responsible for approximately 7m GSF of owned space of all types. A significant amount of this space is for specialized uses, including:

- The Department of Corrections occupies about 2.17m GSF, including administrative space, prisons and the corrections academy;
- The Department of Health occupies about 1.14m GSF, including owned state hospital facilities in Albuquerque, Las Vegas, Truth or Consequences, Roswell and Fort Bayard;
- The Department of Public Safety occupies approximately 320,000 GSF, including administrative office space and the law enforcement academy; and

- The Energy, Minerals and Natural Resources Department (EMNRD) occupies about 455,000 GSF statewide including State Parks (see State Parks below under Executive-Not Under GSD/FMD Purview).

Another 9.4m GSF of state-owned space is not under the purview of GSD/FMD, including approximately 8.3m GSF under the executive branch and about 1.1m GSF under the legislative and judicial branches:

Executive-Not Under GSD/FMD Purview

- The Cultural Affairs Department oversees about 1.28m GSF, mostly consisting of museums, museum support space and the Center for New Mexico Anthropology;
- The Department of Military Affairs has about 1.57m GSF, including administrative space, armories and support facilities;
- The New Mexico Department of Transportation owns about 1.35m GSF, including administrative, materials research and testing labs, and road maintenance facilities);
- Expo New Mexico consists of about 1.86m GSF of exposition and support space;
- New Mexico's Schools for the Deaf and for the Visually Handicapped account for approximately 504,000 GSF combined;
- The New Mexico Game and Fish department owns about 219,000 GSF of space, including administrative space, fish hatcheries, and support facilities;
- Miner's Colfax Hospital (not a Department of Health facility) accounts for 182,000 GSF; and
- ENMRD/State Parks Division owns about 366,443 GSF statewide.

Legislative and Judicial space

- Judicial facilities account for approximately 635,800 GSF of owned space, including the State Supreme Court, Court of Appeals and Bernalillo County Metropolitan Court; and
- Legislative facilities account for about 504,000 GSF of space at the Main Capitol Campus, including the Capitol Parking Facility.

Introduction to the CBPC

Owned Space Analysis by Department	GSF	Number of Facilities	GSF % of Total
Under GSD Purview	6,892,594	74300%	42%
Administrative Office of the District Attorneys	249	1	0.0%
Aging and Long-Term Care Department	37,197	2	0.2%
Attorney General	57,190	1	0.4%
Children, Youth and Families Department	271,386	36	1.7%
Commission for the Blind	47,444	7	0.3%
Corrections Department	2,169,094	312	13.3%
Cultural Affairs Department	130,823	2	0.8%
Department of Environment	70,825	3	0.4%
Department of Finance and Administration	51,770	3	0.3%
Department of Health	1,137,754	89	7.0%
Department of Information Technology	4,827	2	0.0%
Department of Military Affairs	419,126	1	2.6%
Department of Public Safety	319,912	46	2.0%
Division of Vocational Rehabilitation	1,362	2	0.0%
Economic Development Department	30,796	1	0.2%
Energy, Minerals And Natural Resources Department	88,512	4	0.5%
General Services Department	304,759	64	1.9%
Governors Commission on Disability	2,600	1	0.0%
Homeland Security and Emergency Management	67,055	2	0.4%
Human Services Department	134,915	12	0.8%
Indian Affairs Department	6,000	1	0.0%
Leased or Provided to Others	12,362	3	0.1%
New Mexico Health Policy Commission	875	1	0.0%
Personnel Board	43,511	1	0.3%
Public Education Department	60,719	2	0.4%
Public Regulation Commission	116,909	13	0.7%
Regulation and Licensing Department	88,338	1	0.5%
State Commission of Public Records	68,776	1	0.4%
State Engineer	68,655	5	0.4%
Taxation and Revenue Department	159,045	8	1.0%
Tourism Department	29,028	4	0.2%
Vacant	686,352	95	4.2%
Veterans Service Department	4,408	2	0.0%
Workers Compensation Administration	44,886	2	0.3%
Workforce Solutions Department	155,134	13	0.9%
Not Under GSD Purview	8,302,572	1,424	50.8%
Border Authority	8,794	9	0.1%
Commissioner of Public Lands	75,550	12	0.5%
Cultural Affairs Department	1,283,223	194	7.9%
Cumbres and Toltec Scenic Railroad Commission	55,330	31	0.3%
Department of Game and Fish	218,888	82	1.3%
Department of Military Affairs	1,569,021	149	9.6%
Department of Transportation	1,354,835	358	8.3%
Miners Hospital of New Mexico	182,426	8	1.1%
New Mexico Military Institute	701,080	51	4.3%
New Mexico School for the Blind and Visually Impaired	230,065	25	1.4%
New Mexico School for the Deaf	274,422	29	1.7%
New Mexico State Fair	1,857,495	223	11.4%
Spaceport Authority	125,000	2	0.8%
State Parks Division - Energy, Minerals And Natural Resources Department	366,443	251	2.2%
Legislative	504,000	6	3.1%
Legislative Council	504,000	6	3.1%
Judicial	635,806	4	3.9%
Supreme Court	81,258	1	0.5%
Court of Appeals	33,410	1	0.2%
Metropolitan Court	521,138	2	3.2%
Total	16,334,972	2,177	100.0%

Sources: 2008 Risk Management Database, with updates from 2010 Risk Management, 2010 GSD/FMD Inventory, and others.

† Some change since 2008 can be attributed to the availability of more complete data

Exhibit 10. Ownership of Space in GSF by Department as of July 2012

Leased Space

The statewide inventory includes both GSD/FMD leases and non-GSD/FMD leases. As of July 2012, these leases accounted for approximately \$50.9 million in annual lease costs. Administrative functions and field offices are the primary occupants of leased space. A few specialized uses occupy leased space, most notably the magistrate courts.

Exhibit 11 provides a summary of leases in the Inventory of State-Owned, Leased and Provided Facilities as of July 2012.

Lease-Purchased Space

Lease-purchased space in the statewide inventory currently includes only one facility, the new Ft. Bayard hospital, which is a 138,476 GSF facility which DOH lease-purchases from Grant County. Current annual lease payments for this facility are approximately \$4,050,000 per year.

Space Provided by Others

Counties provide space for state agencies that accounts for about 1.79m GSF, and includes accommodations for the District Courts, District Attorneys and Public Health Offices. Exhibit 12 provides a summary of county-provided space documented in the Inventory of State-Owned, Leased and Provided Facilities.

Introduction to the CBPC

Leased Facilities by Occupant Department	LSF	LSF % of Total Leased Space	Total Cost of Leases	% of Total Lease Cost	Avg. Rent / SF	No. of Leases
General Leases						
Aging and Long-Term Care Department	28,578	1.10%	\$515,387	1.10%	\$15.44	13
Attorney General	30,388	1.17%	\$508,508	1.09%	\$17.50	2
Board of Examiners for Architects	1,761	0.07%	\$33,135	0.07%	\$18.82	1
Board of Nursing	6,541	0.25%	\$116,234	0.25%	\$17.77	1
Board of Veterinary Medicine	1,400	0.05%	\$23,640	0.05%	\$16.89	1
Children, Youth and Families Department	269,283	10.38%	\$4,769,925	10.22%	\$16.47	18
Commission for the Blind	10,075	0.39%	\$210,350	0.45%	\$18.85	4
Commission for the Deaf and Hard of Hearing Persons	7,088	0.27%	\$104,824	0.22%	\$16.38	2
Commissioner of Public Lands	6,140	0.24%	\$39,780	0.09%	\$8.18	12
Corrections Department	109,016	4.20%	\$2,039,833	4.37%	\$17.99	26
Crime Victims Reparation Commission	6,738	0.26%	\$86,514	0.19%	\$12.84	1
Cultural Affairs Department	2,304	0.09%	\$14,753	0.03%	\$7.79	2
Department of Environment	119,695	4.61%	\$2,159,833	4.63%	\$15.60	27
Department of Finance and Administration	3,153	0.12%	\$69,776	0.15%	\$22.13	1
Department of Game and Fish	21,823	0.84%	\$372,125	0.80%	\$16.74	3
Department of Health	265,061	10.21%	\$3,974,482	8.52%	\$11.95	52
Department of Information Technology	8,508	0.33%	\$60,098	0.13%	\$7.09	4
Department of Military Affairs	10,914	0.42%	\$33,184	0.07%	\$3.04	1
Department of Public Safety	52,978	2.04%	\$511,563	1.10%	\$10.87	18
Department of Transportation	88,421	3.41%	\$772,331	1.66%	\$8.60	6
Developmental Disabilities Planning Council	6,377	0.25%	\$135,498	0.29%	\$19.95	2
Division of Vocational Rehabilitation	149,158	5.75%	\$2,728,322	5.85%	\$17.22	23
Economic Development Department	1,069	0.04%	\$7,200	0.02%	\$6.74	1
Educational Retirement Board	3,885	0.15%	\$66,550	0.14%	\$17.13	1
Energy, Minerals And Natural Resources Department	2,760	0.11%	\$48,000	0.10%	\$17.39	1
Gaming Control Board	24,829	0.96%	\$725,363	1.55%	\$29.21	1
General Services Department	12,642	0.49%	\$72,907	0.16%	\$10.72	2
Higher Education Department	14,601	0.56%	\$306,979	0.66%	\$19.58	2
Homeland Security and Emergency Management	487	0.02%	\$6,360	0.01%	\$13.06	1
Human Services Department	746,061	28.75%	\$16,163,291	34.64%	\$20.07	43
Martin Luther King Jr. Commission	1,722	0.07%	\$24,857	0.05%	\$14.43	1
Medical Board	5,301	0.20%	\$126,355	0.27%	\$23.84	1
New Mexico Livestock Board	5,803	0.22%	\$80,635	0.17%	\$13.90	1
New Mexico Task Force	1,500	0.06%	\$1	0.00%	\$0.00	1
Office of African American Affairs	3,100	0.12%	\$60,868	0.13%	\$19.63	1
Office of the Natural Resources Trustee	1,595	0.06%	\$31,070	0.07%	\$19.48	1
Public Defender Department	130,292	5.02%	\$2,212,989	4.74%	\$18.59	12
Public Education Department	18,855	0.73%	\$349,932	0.75%	\$17.53	2
Public Employee Labor Relations Board	1,232	0.05%	\$25,256	0.05%	\$20.50	1
Public Employees Retirement Association	1,739	0.07%	\$31,737	0.07%	\$18.25	1
Public School Facilities Authority	12,322	0.47%	\$364,447	0.78%	\$32.06	2
Regulation and Licensing Department	18,147	0.70%	\$378,379	0.81%	\$21.97	6
Retiree Health Care Authority	9,015	0.35%	\$141,797	0.30%	\$17.81	2
Spaceport Authority	3,126	0.12%	\$40,919	0.09%	\$13.09	1
State Auditor	9,362	0.36%	\$195,682	0.42%	\$20.90	1
State Commission of Public Records	11,870	0.46%	\$80,716	0.17%	\$6.80	1
State Engineer	66,959	2.58%	\$1,089,846	2.34%	\$15.03	7
State Investment Council	12,912	0.50%	\$274,827	0.59%	\$21.28	1
State Treasurer	11,228	0.43%	\$213,332	0.46%	\$19.00	1
Taxation and Revenue Department	195,474	7.53%	\$3,203,078	6.86%	\$17.59	32
Veterans Service Department	3,371	0.13%	\$44,585	0.10%	\$11.93	6
Workers Compensation Administration	13,717	0.53%	\$208,886	0.45%	\$15.28	6
Workforce Solutions Department	44,449	1.71%	\$807,954	1.73%	\$12.95	8
Subtotal	2594825	86.51%	\$46,664,892	91.61%	\$15.65	368
Judicial Leases						
Administrative Office Of The Courts	398,016	13.27%	\$4,266,003	8.37%	\$12.92	56
Administrative Office of the District Attorneys	6,513	0.22%	\$8,821	0.02%	\$1.55	3
Subtotal	404,529	13.49%	\$4,274,824	8.39%	\$12.34	59
Grand Total	2,999,354	100.00%	\$50,939,716	100.00%	\$15.20	427

Exhibit 11. Leases Statewide as of July 2012
(Includes GSD/FMD and Non-GSD/FMD Leases, and Judicial Leases)

Space Provided to the State by Counties by Occupant Agency	GSF	Number of Facilities	GSF % of Total
District Courts			
First Judicial District Court	204,283	4	11.44%
Second Judicial District Court	205,492	2	11.50%
Third Judicial District Court	160,257	1	8.97%
Fourth Judicial District Court	70,365	3	3.94%
Fifth Judicial District Court	97,691	3	5.47%
Sixth Judicial District Court	39,776	3	2.23%
Seventh Judicial District Court	31,008	4	1.74%
Eighth Judicial District Court	45,904	3	2.57%
Ninth Judicial District Court	31,119	2	1.74%
Tenth Judicial District Court	12,164	3	0.68%
Eleventh Judicial District Court	77,342	3	4.33%
Twelfth Judicial District Court	24,661	2	1.38%
Thirteenth Judicial District Court	95,590	3	5.35%
Subtotal	1,095,652	36	61.34%
District Attorney			
Administrative Office of the District Attorneys	750	1	0.04%
First Judicial District Attorney	22,627	2	1.27%
Second Judicial District Attorney	82,380	3	4.61%
Third Judicial District Attorney	135,000	1	7.56%
Fourth Judicial District Attorney	20,289	4	1.14%
Fifth Judicial District Attorney	30,768	4	1.72%
Sixth Judicial District Attorney	10,470	3	0.59%
Seventh Judicial District Attorney	10,360	4	0.58%
Eighth Judicial District Attorney	12,271	3	0.69%
Ninth Judicial District Attorney	16,850	2	0.94%
Tenth Judicial District Attorney	2,500	1	0.14%
Eleventh Judicial District Attorney / Drug Court	31,234	2	1.75%
Twelfth Judicial District Attorney	10,673	2	0.60%
Thirteenth Judicial District Attorney	23,412	4	1.31%
Subtotal	409,584	36	22.93%
Department of Health			
Department of Health	280,947	55	15.73%
Subtotal	280,947	55	15.73%
Grand Total	1,786,183	127	100%

Exhibit 12. Space Provided to the State by Counties as of July 2012

Online Planning Resources

A variety of planning resources are available online, including:

- Adopted State of New Mexico Space Standards;
- Capitol Buildings Master Plan Planning Principles;
- Various area and campus master plans;
- Lease-Purchase Review Guidance material;
- Life-Cycle Costing Analysis (LCCA) web tool;
- Various presentations to the Commission;

Additionally, two stand-alone master plans are available online:

- South Capitol Campus 2040 Master Plan (long-range development plan for the South Capitol Campus in Santa Fe); and
- Feasibility Study and Master Plan for the Children, Youth and Families Department (long-range statewide facility implementation plan for the Cambiar service delivery model).

These resources are at:

www.nmlegis.gov/lcs/cbpc_cbmp.aspx

The **State of New Mexico Inventory of Facilities and Properties** is at the following Internet URL:

<https://www.arcforms.info/nmfacilities2/index.php>

Please note the following:

- The CBPC has released the inventory for internal use by state agencies, but has not yet released it for general public access. It is not password-protected at this time, but is on a secure server.
- The inventory does not include higher education facilities (colleges and universities).
- The inventory includes State-occupied facilities that are owned, leased, provided by counties and others, and lease-purchased.
- The inventory also includes land data. However, the land data is not as complete as the facility data at this point in time.
- A list of data sources is provided on the online inventory (under the “background” menu).



State of New Mexico
Capitol Buildings Planning Commission

August 2013