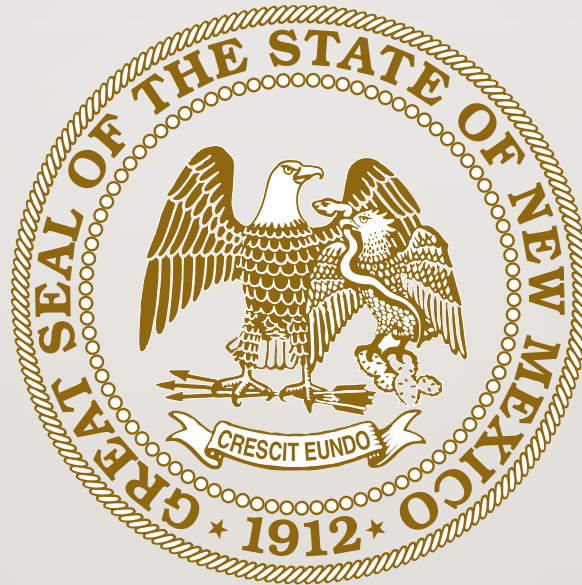


GENERAL SERVICES DEPARTMENT FACILITIES MANAGEMENT DIVISION STATE FACILITY MASTER PLAN



N E W M E X I C O

GENERAL SERVICES DEPARTMENT

Presented by:

Ken Ortiz, Cabinet Secretary

Anna Silva, Facilities Management Division

Director

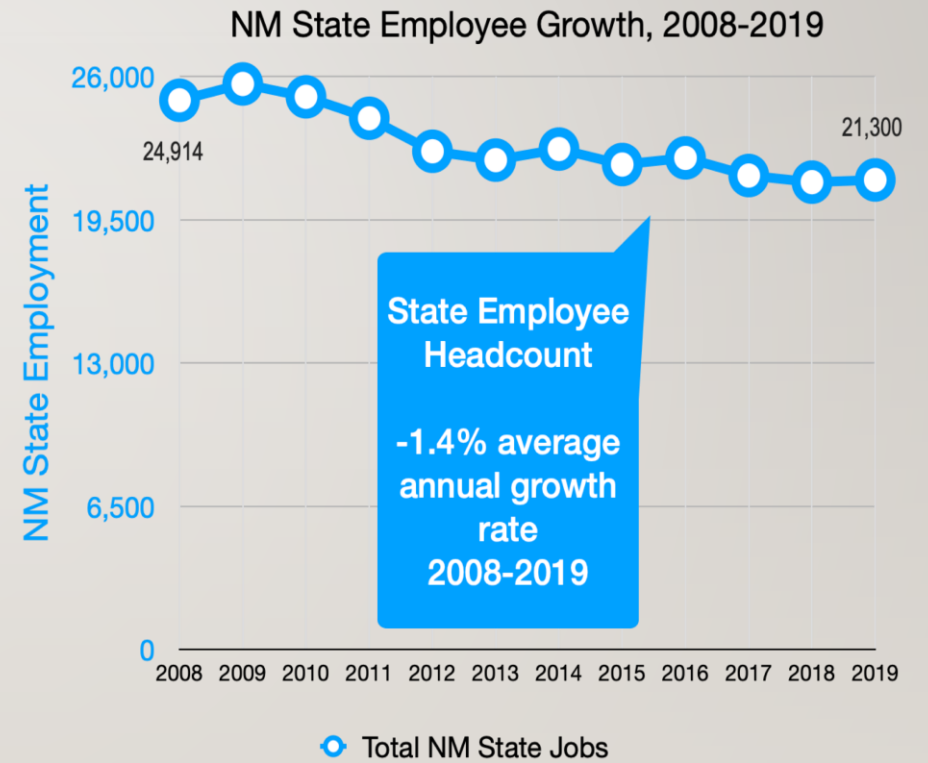
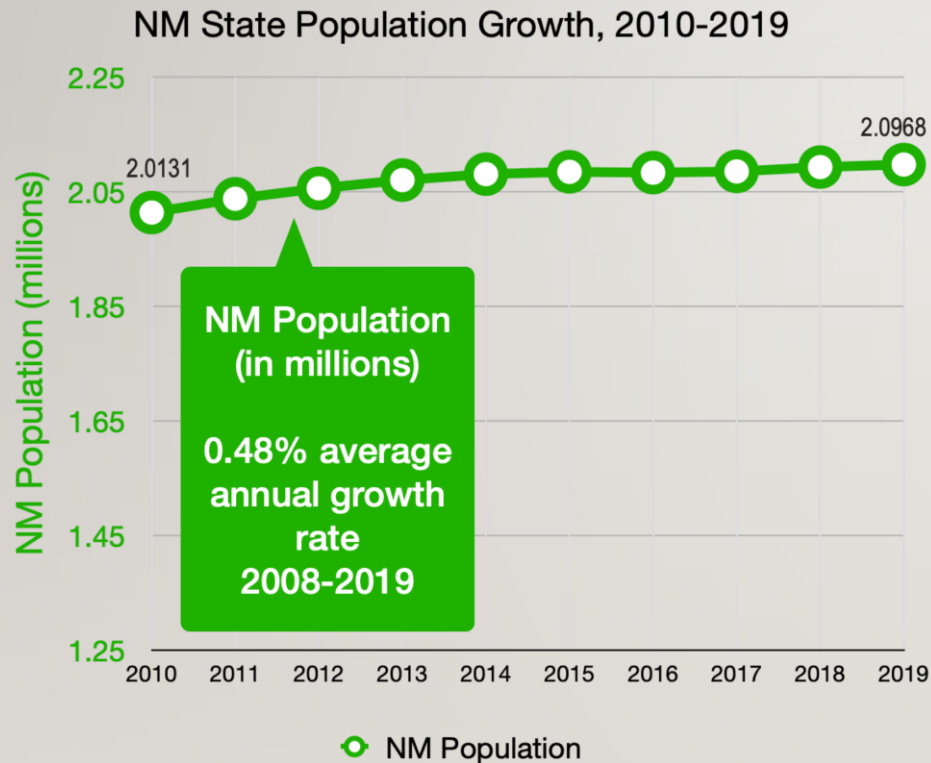
STATE FACILITY MASTER PLAN (SANTA FE)

- **Scope of Work – Estimated Completion Date January 2021**
 - Santa Fe – 29 owned buildings
 - Leased facilities used for office purposes that house executive agencies
 - Prepare a long-range strategic Space Master Plan
 - State-owned office buildings in Santa Fe
 - 1.5 million square feet
 - Leased space by executive agencies
 - 450,000 square feet
 - \$10.5 million annual cost
- **Goals**
 - Co-location for agencies with similar clients and services
 - Make most efficient use of existing state-owned inventory
 - Opportunities to consolidate agencies from multiple locations into a central state-owned space

STATE FACILITY MASTER PLAN (SANTA FE)

- What opportunities are there to co-locate agencies with similar clients and services?
- What is a reasonable percentage of leased space for the state to maintain?
- What will be the long-term impact of the COVID -19 pandemic on office use and behavior of occupants?
- What percentage of workers will telework in the future? (*by agency*)
- What are reasonable assumptions to make about capital investments the state will allocate for building remodels and renovations?

Overall NM state government employment has trended down at a -1.4% rate since the 2008 economic downturn despite a slowly increasing population.

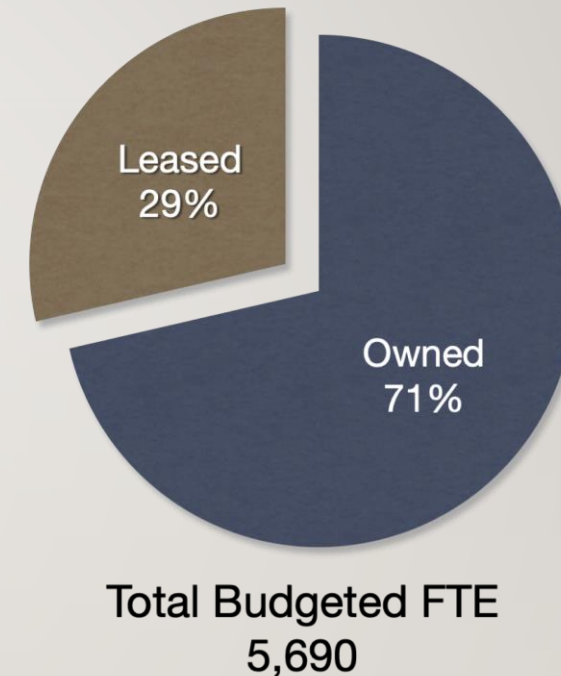


STATE FACILITY MASTER PLAN (SANTA FE)

- State office space is currently 98.8% occupied
- There is limited amount of vacant space that can be used to house agencies in leased space
- Optimum space utilization is not easy to achieve due to factors such as location, existing use, design and building configuration

STATE FACILITY MASTER PLAN (SANTA FE)

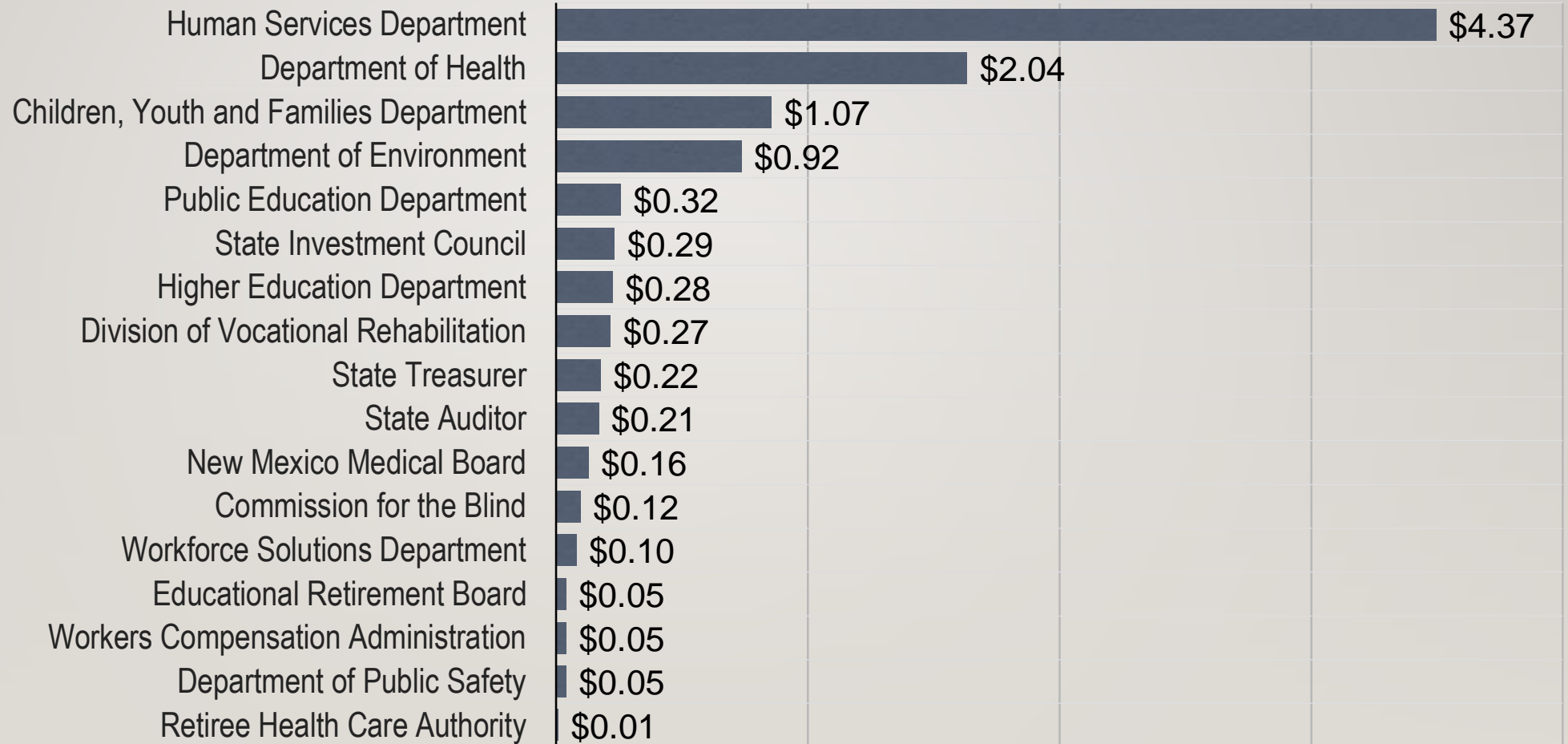
- There is more current **demand** than **supply** for state-office space
- This is evident by the fact that **29%** of the state personnel who occupy office type space are in leased space



***Budgeted FTE's based on State Personnel Data 2019

STATE FACILITY MASTER PLAN (SANTA FE)

Annual Cost of Leased Space - \$10.5 million per year
(in millions)



STATE FACILITY MASTER PLAN (SANTA FE)

- Agencies 100% in leased space
 - Human Services Department
 - State Treasurer
 - State Auditor
 - Higher Education Department
 - Division of Vocational Rehabilitation
 - Workers Compensation Administration
 - Various Boards and Commissions
- Agencies that are **not** consolidated (in multiple locations)
 - Department of Health (owned and leased space)
 - Environment Department (owned and leased space)
 - Public Education Department (owned and leased space)
 - Administrative Office of the Courts (owned and leased space)
 - Secretary of State (multiple owned locations)
 - Department of Veterans Services (multiple owned locations)
 - Taxation and Revenue Department (multiple owned locations)
 - Office of the State Engineer (multiple owned locations)

STATE FACILITY MASTER PLAN (SANTA FE)

Short term (1-3 years)

- State continues COVID-19 restrictions
- State adopts teleworking policies and guidance
- State seeks to provide short-term COVID-19 adaptations (cleaning, and minor modifications to work space)
- State seeks to look at lease savings

Mid-term (3-5 years)

- Review space demand due to teleworking
- Some limited consolidation
- Reduction in demand for space in leased and state-owned facilities based on teleworking and consolidation
- Some modifications to state-owned space to consolidate agencies

Long – term (5+ years)

- State continues to study and re-define appropriate space standards
- State continues to make renovations to existing buildings
- State continues migration to state-owned space
- Not enough state-owned space

STATE FACILITY MASTER PLAN (SANTA FE)

SPACE STRATEGY

1. Co-locate agencies to improve efficiency (move from leased space)
2. Increase capacity of selected buildings
3. Remodel/Renovate existing buildings
4. Continue to evaluate state facilities and assets

STATE FACILITY MASTER PLAN (SANTA FE)

SPACE STRATEGY, PRIORITIZATION AND NEXT STEPS

- Implement permanent Teleworking Program
- When possible and where it makes sense, work with agencies to renegotiate leases
- Co-locate agency's to improve efficiency
- Remodel/Renovate existing buildings
- Centralize agency's operations in a single space to improve effectiveness and efficiency
- Timeline

QUESTIONS/COMMENTS