

# Memo

To: Capitol Building Planning Commission  
From: Chuck Gara  
Date: 5/2/2012  
Re: Lease Survey Results

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We have met with the following agencies:

Human Services Department	Taxation & Revenue Department	Children, Youth & Family Dept.
New Mexico Corrections Dept.	Department of Health	Environment Department
Department of Workforce Solutions	Public Education Department	Higher Education Department
Gaming Control Board	PERA	Office of the State Engineer
Department of Vocational Rehabilitation	Department of Public Safety	Regulation and Licensing Department
Department of Transportation	New Mexico Attorney General Office	

We have completed work on eighteen (18) leases for modification or termination with several of the agencies identified above. The results of the lease modifications or terminations will provide a cost savings to the state of over \$927,000 per year. We are currently working on six (6) other lease opportunities that could produce an additional \$167,900 per year in cost savings for a total of nearly \$1.1Million in lease cost savings per year. Please see attached spreadsheet.

We have found that HSD, Environment, DVR and ALTSD have been working together on placing smaller agency space requirements into spaces leased by HSD that have excess capacity. Congratulations to those agencies for working together through PCD.

We are in the process of forming a Facilities Council with representatives from the agencies that have the majority of the leased property around the state.

DOH – 54 Leases	HSD – 46 Leases	CYFD – 36 Leases
TRD – 34 Leases	ENV – 34 Leases	DOC – 28 Leases
DPS – 24 Leases	VRD – 22 Leases	PDD – 12 Leases

We will be meeting with these agencies on a quarterly basis to discuss leasing issues, space consolidation, lease renewals, landlord issues and other topics. The first meeting of the Facilities Council will be in May 2012.

We are scheduling meetings with the following individual agencies: Aging and Long Term Services Department, Public Defender Department, Workers Compensation Administration, Office of the State Engineer.

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