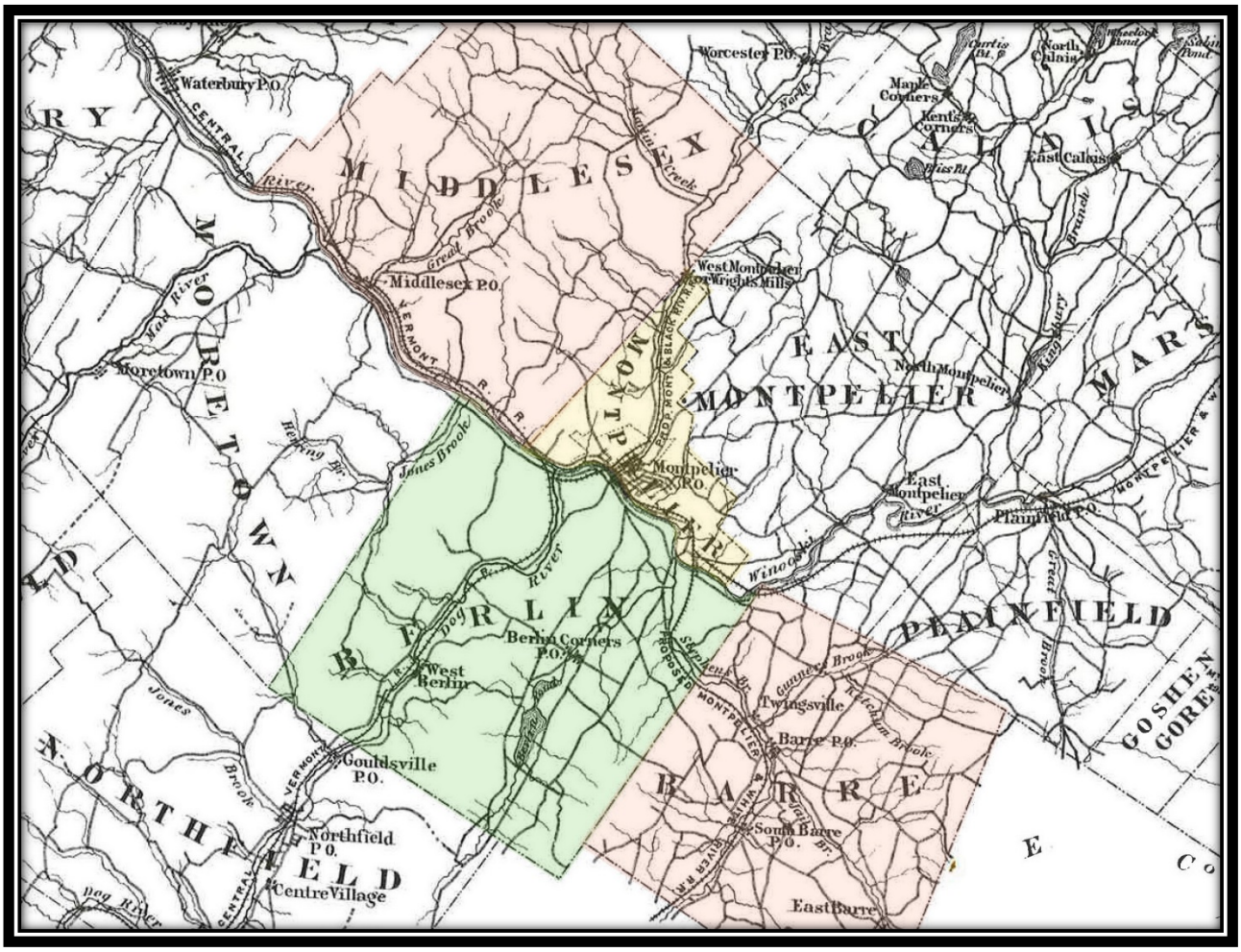
Inventory and Evaluation of
State of Vermont Building Occupancy
In the Capital District

October 16, 2015



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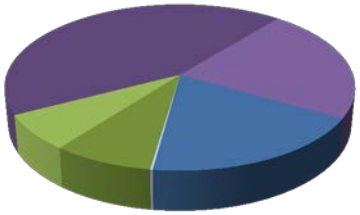
EXECUTIVE SUMMARY

The Vermont Department of Buildings and General Services has been directed to develop a long-term capital plan for space utilization in the Capitol Complex and in State-owned and leased buildings in surrounding areas to include Barre, Berlin and Middlesex. The plan shall include an evaluation of the full and efficient occupancy of State-owned and leased buildings. The Commissioner of Buildings and General Services shall present the results of the long term capital plan as part of the ten-year capital plan required by 32 V.S.A §701a.

-- Excerpts from Act 178 (2014), Section 27

EVALUATION OF OCCUPANCY

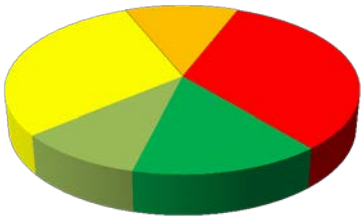
The "Capital District" – Montpelier, Barre, Berlin and Middlesex – totals 1,078,475 gross square feet (GSF) of office buildings and associated functions, 34% of the State's total office inventory. Of the district's inventory, 600,000 GSF is in the Capitol Complex. And of the district's inventory, 79% is owned and 21% is leased.



- Complex Owned 596,475 sf
- Complex Leased 3,560 sf
- Rest of District Owned 256,630 sf
- Rest of District Leased 221,630 sf
- All Other State Properties Owned 1,378,620 sf
- All Other State Properties Leased 713,959 sf

Building efficiency is defined as the ratio of net usable area to gross building area (adjusted for uninhabitable space like wet/dark basements). Only one building in the district met the federal (General Services Administration, or GSA) standard of 75% usable area. Most of the district's buildings are between 50% and 75% usable, mostly due to traditional circulation like 133 State Street's grand hallways.

According to GSA guidelines, modern buildings yield 4.4 workstations per 1,000 GSF. A quarter of the district's buildings can meet this measure if their office areas are used more efficiently. Many others could meet the measure if they were renovated or special functions were eliminated (like the Vermont History Museum, library stacks, or mail rooms).

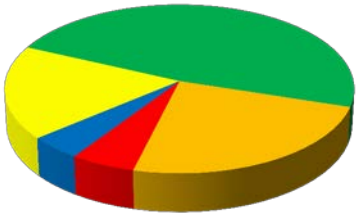


Space Utilization

- Properties currently meeting target
- Properties that can potentially meet target w/ existing office area
- Properties that can potentially meet target w/ conversion of finished space
- Properties that require minimal renovations or change of use to meet target
- Properties that require major renovations or change of use to meet target

A workstation is the physical desk or other place a person works, plus their proportional amount of circulation space inside one office area. While the total number of workstations for all Vermont employees is not known, this inventory identified a total of 3,321 workstations in the capital district. Currently two-thirds of all capital district workstations are between 93 and 170 sf in size. This reflects the wide variety of office types in the district as well as a wide variety of job types. 48% of the district's current workstations are smaller than or meet the GSA standard of 125 sf per workstation. If all other existing office space could be reconfigured to 125 sf/workstation, theoretically an additional 152 workstations could be created in the district's current inventory. These theoretical figures do not allow for additional office support area that might be required.

In addition to potential new workspaces in existing office areas, some of the district's properties offer opportunities for new or renovated office space. A maximum total of 1,565 additional workstations were identified in possible build-outs of these properties. The sum of hypothetical additional workstations, 1,717 in all, is interesting to compare with the district's workstations in leased space (currently 1,556). In theory much of the State's leased space in the capital district could be disposed of without purchasing new land. This hypothetical comparison does not consider the pressure on parking and utilities that would limit a large-scale build out. A brief analysis of Complex parking reveals 400 new workstations and 250 new parking spaces is a more realistic goal.

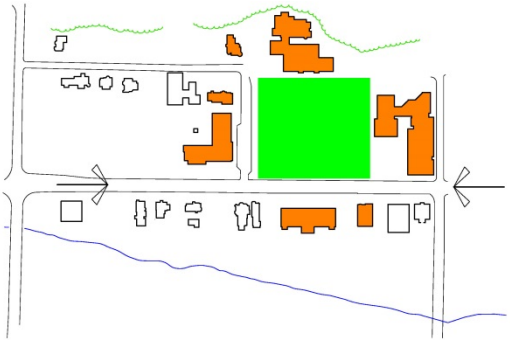


Current Inventory

- 65 sf - 92 sf
  642 Workstations
- 93sf - 125sf
  1669 Workstations
- 126 sf - 170 sf
  821 Workstations
- 170 sf - 358 sf
  189 Workstations
- Potentially Available
  152 Workstations

PRINCIPLES FOR SPACE UTILIZATION PLANNING

The Observation and Strategies section of this report describes opportunities for each property in the capital district. In summary:



1. **DEFINE THE CORE:** Some buildings and functions are essential to the Capitol Complex.
    a. Make the most out of each core building.
    b. Determine which user groups are essential in these buildings and further determine which user groups should be adjacent or somewhat close by. Plan occupancy with these priorities.
2. **DEFINE THE GATEWAYS:** There are opportunities to reinforce the Complex's gateways and to reduce holdings on the west side.
3. **DETERMINE THE BEST PURPOSE FOR ALL BUILDINGS IN THE DISTRICT:** In general, if there is no clear purpose for a property, there are more opportunities found by selling it.
4. **EXAMINE THE STATUS QUO:** Separate Vermont principles of democracy, such as a simple government that is easily viewed, from nostalgia and habit.
    a. There is no requirement to keep non-essential occupants in their current location
    b. State functions with heavy public traffic and warehouses do not belong in areas where land and built space are at a premium.
5. **WHEREVER POSSIBLE, SHARE SUPPORT SPACES.** Because space is at a premium in the Complex, conference rooms and other support spaces should be used by as many groups as possible, and built in clusters.
6. **CONSOLIDATE ALLIED USER GROUPS WHEREVER POSSIBLE, EVEN OUTSIDE AGENCIES.**
    a. Great effort has been made since 2011 to consolidate the user groups of Vermont's agencies. The last agency to be studied is the Agency of Administration.
    b. Co-locating non-related user groups with similar functions or missions may increase efficiency.
7. **DEVELOP A CLEAR LONG TERM POLICY SO THAT SHORT TERM DECISIONS SUPPORT IT.**
    a. There is a considerable cost to incremental space management.
    b. Develop swing space for unexpected and short-term needs.
    c. Encourage or require all agencies and programs to adopt long-term strategies for staffing and office space. Established strategies may help groups respond to legislative changes as well as facilitate long-term space planning.
8. **OVER TIME, MOVE OCCUPANTS FROM LONG-TERM LEASED SPACE INTO OWNED SPACE.** Two-thirds of all leases in this district are 19% to 31% higher than the State's cost to operate owned property.
9. **USE NEW TECHNOLOGIES FOR LONG-TERM PLANNING & SPACE MANAGEMENT.** Building information modelling software (Revit) can be used for space tracking, renovation cost estimating, maintenance scheduling, enhanced energy monitoring, and making reports (like this one) for capital planning.
10. **OVER TIME, INTEGRATE LIFE EXPECTANCY AND LIFE CYCLE COST INTO LONG-TERM (CAPITAL) PLANNING.**

SHORT LIST OF ACTION STEPS

Detailed lists of opportunities are found in the Observations and Strategies section of this report.

The context for this list of action steps, including discussion, is found in the Further Thoughts and Conclusions section of this report.

1. Produce a conceptual design for 111 State Street's renovation that coincides with the recommendations of this report.

2. Study how to improve office areas that do not meet BGS Guidelines and/or space guidelines from this report.

3. Consolidate Judiciary staff from 112 State Street into 111 State Street.

4. Evaluate options to improve the adjacency of all Agency of Administration user groups.
    a. In this study, evaluate how best to consolidate BGS user groups.
    b. Also evaluate how to consolidate BGS Maintenance functions and workspace.

5. Consider whether it is worth building out one or more Complex properties to accomplish staff efficiencies and to provide needed support (like parking).

6. Conduct a study for 110 State Street to compare two or three likely uses.

7. Create a conceptual design for 144 State Street, possibly with 146 State Street, a property owned by VSECU.

8. Determine what covenants and easements are needed or recommended if the following properties are sold: 6 Baldwin, 9 Baldwin, 10 Baldwin, 12 Baldwin, 13 Baldwin, 14-16 Baldwin, 110 State, 132 State, 134 State, 136 State, 144 State, 13-15 GM Drive, 26 Terrace, the Berlin Regional Library, and possibly the Middlesex Barracks. Additionally, for State Street properties determine how much land and parking must be conveyed if these properties are sold.

9. Do a market analysis for each property listed in (8). These market analyses should adjust for any recommended restrictions.

10. Determine a location for DMV counter services that best meets its needs.

11. Determine a location for DLC that best meets its needs.

12. Where noted in this report, evaluate possibilities to further co-locate user groups of departments and agencies.

13. Evaluate co-locating independent boards, commissions, and departments into one building.

14. Develop a strategic plan to move occupants out of leased space in the next ten years.

15. Purchase Revit for at least one station in BGS Engineering, and develop a training plan for BGS drafting staff.

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[1] **INDIVIDUAL PROPERTIES ARE SORTED BY STREET IN ALPHABETICAL ORDER, THEN BY STREET NUMBER, WITHIN THEIR GROUP.**

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-- Excerpts from Act 178 (2014), Section 27

INTRODUCTION

Act 178 suggests an opportunity for the State of Vermont to transform the way it manages its buildings and plans for future space needs. In planning this report, BGS envisioned the creation of a digital database for all space it manages, plus tools such as a district-wide map showing availability of office space and a spreadsheet for building asset planning. The consultant, Black River Design, and BGS have collaborated closely throughout the project. Black River Design provided background data along with digital tools to help BGS develop strategies to address Act 178's directives, as well as future strategic planning.

Act 178 suggests a linear process, beginning with an inventory of buildings and spaces in all State owned and leased buildings BGS manages in Montpelier, Barre, Berlin, and Middlesex. That inventory has to be evaluated for full and efficient occupancy, requiring definition first of "full" and "efficient." Those findings can then lead to possibilities for fuller and more efficient use, as well as broad questions about leasing versus ownership and assets best repaired or sold. In short, this report should supply the background and foundation for future strategic planning and the State's ten-year capital plan.

In the Methodology section, this report first explains how the inventory was structured and conducted. Concepts such as "user group" (a unit of staff working together) and an "office area" (the space they occupy) are identified. Components of a standard building are defined so that office areas and buildings can be compared. Efficiency concepts such as net to gross ratio and build out yield are then defined. Finally, guidelines are established to analyze owned properties for opportunities of increased occupancy, whether an addition, renovation, or more parking.

Not directly analyzed in the report, but added to the Property Table, are background data for each owned property including: lot size, parking spaces, assessed and replacement value, energy efficiency, and outstanding major maintenance to be performed. This data is intended to assist with future strategic planning.

The Findings section summarizes key data and compares information from the Property Table. Office area efficiency was first examined. The district's building efficiencies were then examined. Finally, property efficiencies were explored, and opportunities for future build outs were summarized.

In the Observations & Strategies section, possible actions and consequences are considered. First, the Capitol Complex's core buildings and associated functions are examined to create a foundation for future space planning. The Complex's edges and gateways are analyzed next, followed by the Complex's secondary buildings. The report moves on to peripheral buildings in the district, then leased space, then closes with general strategies.

The final section, Further Thoughts and Conclusions, offers guiding principles for the development of a long-term capital plan as well as specific suggestions for action.

METHODOLOGY

DEFINE & IDENTIFY USER GROUPS IN THE CAPITAL DISTRICT

The user group assessment began with a site visit to each building and included a meeting with a representative of each user group within that building. A **user group** is defined as a program or collection of staff that need to work together, preferably near each other.[1] State agencies and departments defined their own user groups. Some agencies chose to define very small groups of 5-10 staff, and other agencies grouped all their task groups into one user group with up to 140 staff. This data is organized in the Raw Data section of this report by building, in the User Group Master Sheet (sorted by building and by Agency) and the Agency/Department Diagram, which shows the relationship and organization of Agencies and Departments.[2]

During the building tours, a survey was conducted to describe current staffing and future plans. Respondents were asked to share 5 and 10 year staffing plans if available. The survey also asked respondents to rate their office area based on the amount of space for their function. This rating is included on the User Group Master Sheet. We did not find a correlation between rating and actual space allotted to a group. Many user groups rated their space highly if they liked the location, even if they were working in small spaces.

Each user group's location, population size, projected growth/loss, and spatial efficiency is indicated in the Raw Data, by building. This determined the boundary of **user group office areas**, defined as the space in the building used for office function by that group of staff. An office area includes workstations for its users plus local circulation and minor copy and file space.

All office areas are identified in the User Group Master Sheet and detailed for each building in the Raw Data section of this report. User group office areas are summarized in the Agency/Department District Map in the Property Table & District Maps section of this report.

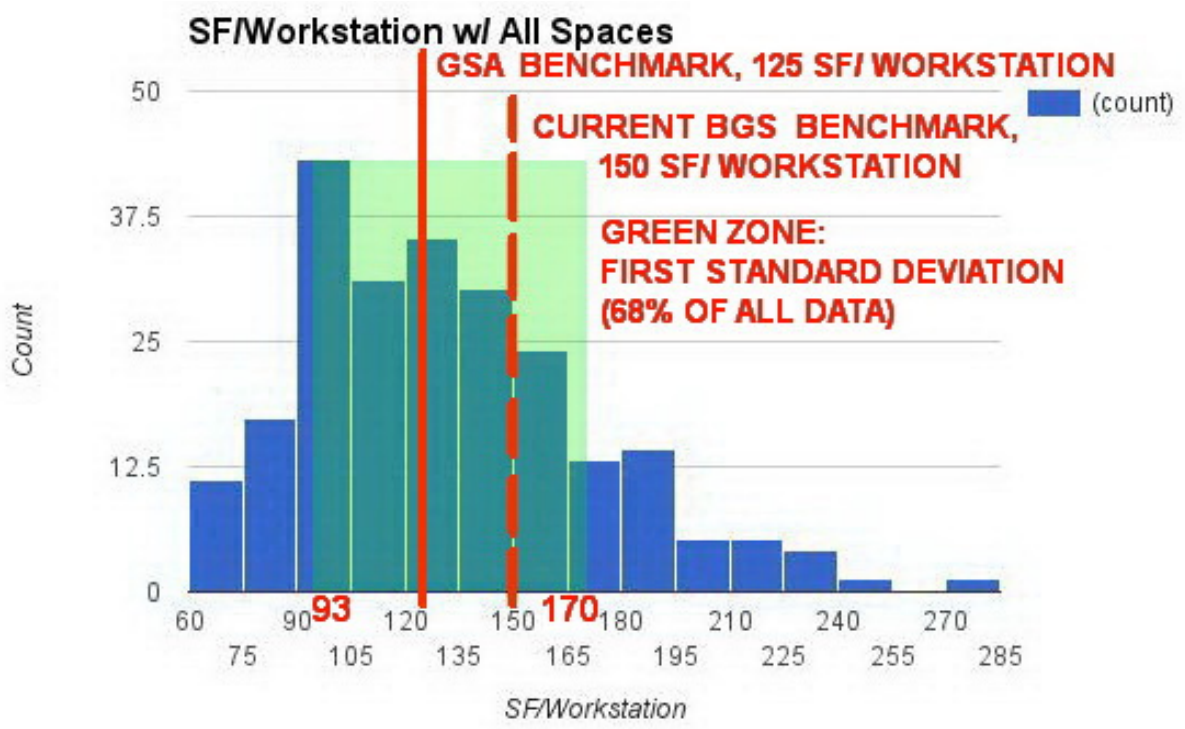
DEFINE WORKSPACE EFFICIENCY IN THE CAPITAL DISTRICT

After user groups and their associated space were identified, the process of defining density and efficiency could begin. The current BGS benchmark of 150 sf/person listed in Vermont Agency of Administration's Space Management Guidelines (2013) was not used to evaluate office density for this study because it included support spaces that can vary greatly in size. Instead the General Services Administration's (GSA) Office Space Use Review (1997) benchmark of 125 sf/workstation was used because it was based on more consistent components.

A **workstation** is defined as one desk or other place a person does work plus a portion of the shared space in an office area.

[1] It is worth noting the difference between a staff person and their workstation. Several people may share a desk, and some people have more than one desk. While this report focuses almost entirely on workstations, it is recognized the difference between people counts and desk counts may be important to the Administration. Detailed data for both may be found in the User Group Master Sheet, and a summary is provided in the Findings section.

[2] Data gathering was completed in February 2015 and "frozen" for analysis. Since then, several user groups have been relocated.



The data exhibited a broad range of space per workstation area, from 65 sf up to 358 sf. One benchmark density, with all other data under- or over utilized did not make sense. Instead, three categories were developed: well utilized, underutilized and over utilized space. In concept, a majority of the State's office space would be categorized as well utilized. The challenge was to define the boundaries. After comparing the data several ways, it was decided to make "well utilized space" equal to the first standard deviation (68% of all data). The final range for well utilized space was defined as 93 sf to 170 sf per workstation. This reasoning is described in depth in the References section.

All user group office areas were rated for efficiency of use based on the space density analysis. Detailed utilization maps for each building and user group are included in the Raw Data section. The district-wide Utilization Map appears in the Property Table & District Maps section. More clearly defined patterns emerge in the Utilization Map. These patterns and other observations are discussed below in the Findings section.

DEFINE BUILDING EFFICIENCY IN THE CAPITAL DISTRICT

In the process of defining office area efficiency, consistent terminology for all the other parts of a building had to be established. The following terms were developed; they are defined in detail in the Introduction to the Property Table.

- The **net office area** is the sum of all workstation areas in a building. It is also the sum of all user groups' office areas in a building.

- The **net support area** is the space used for meeting areas, break rooms, and storage that support the workstations. It also includes specialty spaces.

- **Special function space** is a technical area (such as mail rooms or library stacks), and other function-based spaces where a worker may or may not be located. When a worker is located in a special function space (such as a mail clerk or a museum receptionist), 100 sf was assigned as an island workstation in the space.

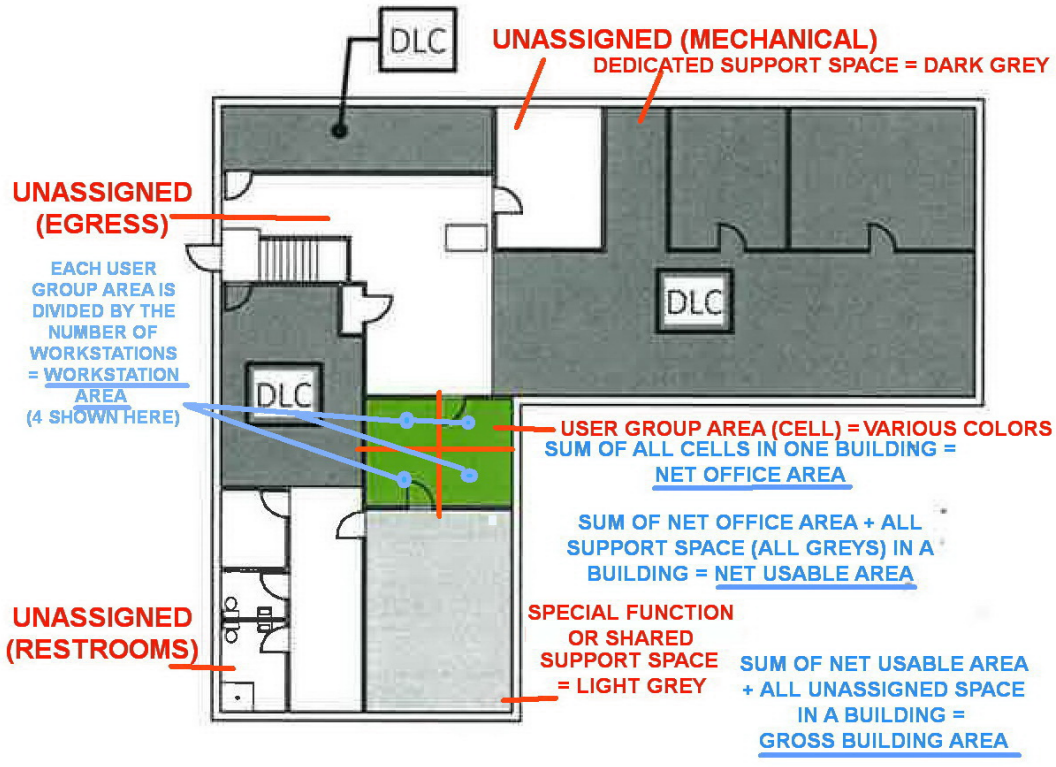
- **Net unfinished / vacant area** is the sum of spaces such as attics or space not finished yet for use. Some of these spaces could be finished according to BGS Guidelines to yield additional office space in the building. Uninhabitable spaces, such as dark or damp basements, are not included in this area.

- The **net usable area** is the sum of these spaces (net office area, net support area and net unfinished / vacant areas).

- **Unassigned space** is egress circulation, restrooms, mechanical space, custodial space, and the thickness of exterior walls.

- The **gross building area** is the entire area of the building on all floors to the outside of the exterior walls. This is the figure listed by BGS in its annual Space Book. This figure includes uninhabitable space such as basements.

- The **adjusted gross building area** excludes uninhabitable spaces because they cannot meet BGS design guideline standards for office space. This is a more accurate measure of a building's potentially usable space.

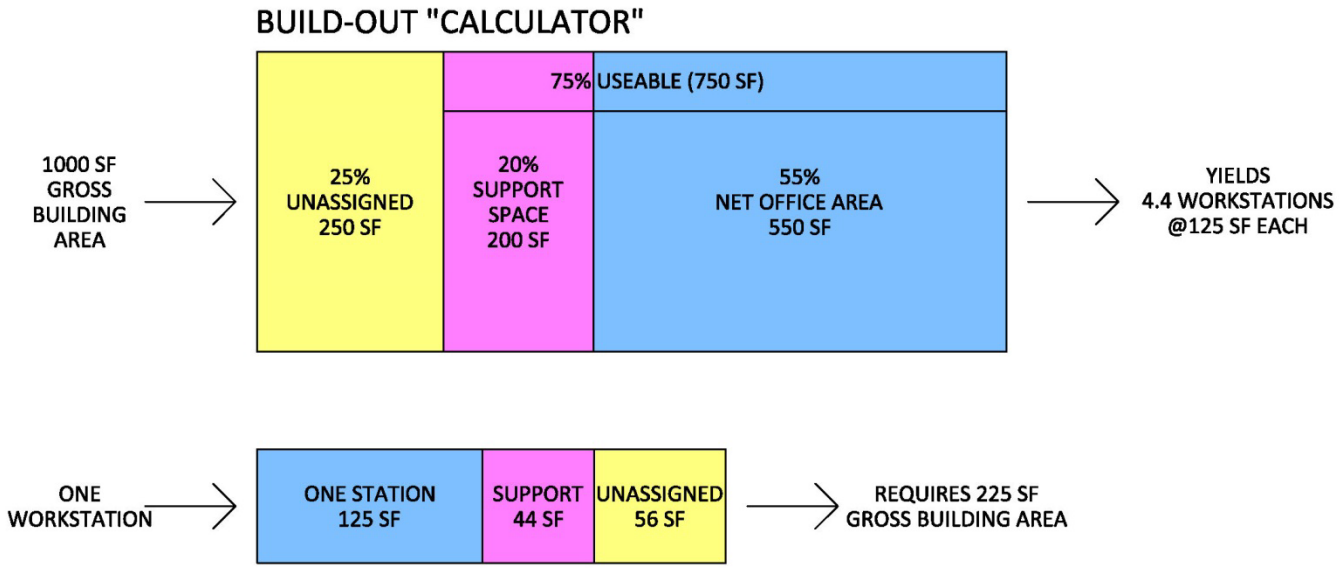


The next step was to establish building efficiency as a net-to-gross calculation. The net-to-gross ratio for this project is defined as the ratio of net usable area to adjusted gross building area. The ratio for each owned building in the study may be found on the Property Table.

Net-to-gross efficiency was examined two ways. The first was a statistical analysis where the first standard deviation was called acceptable; this process is a self-referential internal comparison. The second was to use an external standard. GSA guidelines were adjusted to fit with the definitions of net space listed above, arriving at a 75% net-to-gross benchmark. Ratings for each building for each of these measures may be found on the Property Table.[3]

While useful, the net-to-gross ratio was not found to be a sufficient measure of efficiency in State buildings. The range of support space is significant in State buildings, due mostly to special functions (such as a warehouse, stack space, or mail room). Net support area ranged from 2% to 90% in the district. For more discussion of this, see the Building Efficiency portion of the Findings section.

Ultimately it was most useful to compare workstation counts against adjusted gross building area. It focuses on the two ends of this study, workstation size and gross building area, and it evens out differences of office size versus support area. Because it is useful for roughly predicting how many desks a new building might yield, we have called it the **build-out yield**. Using GSA guidelines, 1,000 sf of gross building area should yield 4.4 workstations, and conversely one workstation requires about 225 sf of gross building area.

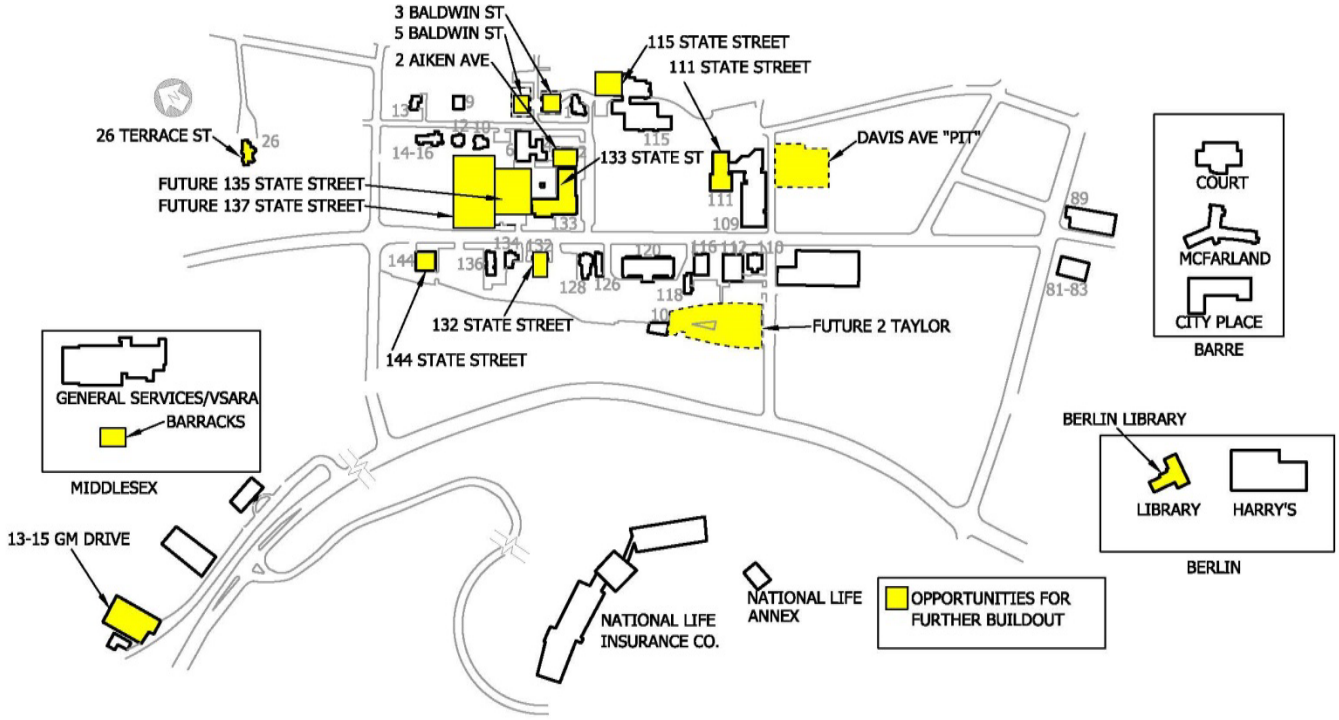


This benchmark is compared with State properties in the Findings section.

[3] Net-to-gross was not calculated for leased space in the Capital District. They are difficult to compare with owned space because the gross building area is often unknown to tenants.

PROPERTY EFFICIENCY AND BUILD-OUT ANALYSIS

In examining the efficiency of a State building, it became apparent that the discussion was most relevant in the context of the entire property. For instance, a building might be efficient, but the adjacent land might be underutilized. Additional details such as lot size and parking spaces were added to the Property Table to support this analysis. Where opportunities were found for additional use, further build-out was explored.



Concept plans for individual properties are included in the Raw Data section by building. A comparison of these build-out opportunities, including their minimum relative cost and yield of work stations and/or parking spaces, is included in the Property Table and summarized in the Findings section.

In general, analysis adheres to the principle of maintaining or improving parking space inventory in the Capitol Complex. It is recognized that whenever office space is increased, there is a comparable increase of parking space. Currently the City of Montpelier requires 1 space for every 250 sf of net new office space in the Civic District. 1 space for every 400 net sf is required in the Central Business district which includes Davis Avenue.

Predicting project costs with so little information and such varied conditions is difficult. All project costs developed for this report are in 2015 dollars and include soft costs. (Land is not included.) The following project costs were based on actual recent costs and extrapolated for different kinds of construction:

Landmark building	$500/sf new construction	$400 /sf renovation
Capitol Complex	$350/sf new construction	$300 /sf renovation
Central Vermont	$325/sf new construction	$250 /sf renovation

PROPERTY CONDITION ANALYSIS

An overview of each building's condition and value is also needed for a capital plan. Facility condition ratings and energy efficiency ratings (when available) were added to the Property Table. Where a facility condition was noted as deficient, the cost (in 2015 dollars) was roughly estimated to bring that building up to the standard of BGS Guidelines. These figures are preliminary, and comprehensive studies should be completed for any building being seriously considered for upgrade.

To address the building's value, three measures of current value were listed on the property table. The published value by towns is the assessed value. The State of Vermont's insurer also regularly updates current value (called cash value) and replacement value. This information could evolve to life cycle cost tracking, although the group was not able to fully define and execute tracking yet.[4] In the future, life cycle will become an essential part of identifying operational savings and best options for capital improvements.

[4] Under Governmental Accounting Standards Board (GASB) 34 rules, the State depreciates its buildings at the statewide level, not the program level. Fee for Space, for example, doesn't have any buildings in its fund. Whereas the normal asset profile for new commercial buildings is 40 years, the State typically uses a 50 year profile based on federal allowances of a 2% per year "use allowance". When the State booked its buildings a decade ago under GASB 34, any building older than 50 years was booked as 100% depreciated. Additions and repairs get booked and depreciated separately.

FINDINGS

USER GROUP SUMMARIES

Following is a summary of the number of workstations in this district for each Agency and Department.

Staff & Workstation Counts by Agency/Department				
	STAFF	WORKSTATIONS		
NAME	Total	Complex	Other	Total
(AAFM) Agency of Agriculture, Food & Markets	86	75		75
(ACCD) Agency of Commerce & Community Dev.	97		96	96
(AGO) Office of the Attorney General	118	105	15	120
(AHS) Agency of Human Services	204	11	209	220
(ANR) Agency of Natural Resources	413		439	439
(AOA) Agency of Administration				
(BGS) Dept. Buildings & General Services	144	91	20	111
(DHR) Department of Human Resources	56	68		68
(DII) Dept. Information & Innovation	92	91		91
(SEC) Secretary of Administration	4	4		4
Department of Finance & Management	46	54		54
Department of Libraries	22	19	5	24
Department of Taxes	218	206		206
Financial Services	28	31		31
Healthcare	7	7		7
(AOE) Agency of Education	170		180	180
(AOT) Agency of Transportation	635	183	485	668
(AUD) Office of the State Auditor	22	22		22
(GOV) Office of the Governor	14	14		14
(IND) Independent Programs (see below)	604	165	439	604
(JUD) Judiciary Branch	94	76	25	101
(LEG) Legislative Branch	66	68		68
(SOS) Office of the Secretary of State	75	26	50	76
(TREAS) Office of the State Treasurer	38	42		42
TOTAL	**3253**	**1358**	**1963**	**3321**

The independent departments and programs are a number of smaller groups that are housed in separate spaces. Most function independently. These 604 workstations do not need to be located under one roof.

Staff & Workstation Count: Independent Programs				
	STAFF	WORKSTATIONS		
NAME	Total	Complex	Other	Total
(Am Leg) American Legion	5	5		5
(DFR) Department of Financial Regulation	106		82	82
(DLC) Department of Liquor Control	41		28	28
(DOL) Department of Labor	184		223	223
(DPS) Department of Public Safety	22		21	21
(GMCB) Green Mountain Care Board	29		31	31
(HRC) Human Resources Commission	7	7		7
(NRB) Natural Resources Board	13		13	13
(PSB) Public Service Board	27	27		27
(PSD) Department of Public Service	54	55		55
(VAC) Vermont Arts Council	11	12		12
(VFW) Veterans of Foreign Wars	2	2		2
(VHS) Vermont Historical Society	4	4		4
Friends of the State House	1	1		1
Green Up	2	2		2
Labor Relations Board	2	2		2
Lottery Commission	21		17	17
New Motor Vehicle Arbitration Board	2	2		2
Office of the Defender General	31	22		22
States Attorney & Sheriffs	8	8		8
Vermont Commission on Women	5	5		5
Vermont Telecommunications Authority	9		14	14
Veterans Affairs	7	10		10
VOSHA Review Board	1	1		1
Washington County State's Attorney	10		10	10
TOTAL	**604**	**165**	**439**	**604**

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OFFICE AREA EFFICIENCY

48% of the district's office areas meet or are denser than GSA standards for size. 52% are underutilized.

ADDRESS	TOTAL OFFICE AREA (SF)	TOTAL WORKSTATIONS	TARGET RANGE (93 - 170 SF/WS)	#WS AT GSA TARGET OF 125 SF/WS	OFFICE AREA PER WORKSTATION
Taylor 10	650	9	4--7	5	72
State 116	6,760	75	40-73	54	90
Baldwin 9	915	10	5--10	7	92
State 144	2,055	22	12--22	16	93
National Life	102,060	1,054	600-1097	816	97
GM Drive 15	305	3	2--3	2	102
Barre Courthouse	7,980	77	47-86	64	104
Barre City Place	24,860	235	146-267	199	106
Middlesex VSARA	3,170	29	19-34	25	109
State 100	3,295	30	19-35	26	110
State 133	32,085	291	189-345	257	110
State 115	4,605	41	27-50	37	112
State 132	1,720	15	10--18	14	115
Baldwin 14-16	2,245	19	13-24	18	118
State 134	740	6	4--8	6	123
State 136	1,485	12	9--16	12	124
Main 89	18,110	145	107-195	145	125
Baldwin 1	3,165	25	19-34	25	127
GM Drive 13	3,185	25	19-34	25	127
Baldwin 6	7,850	61	46-84	63	129
State 112	13,725	106	81-148	110	129
Barre McFarland	15,800	121	93-170	126	131
State 126	1,615	12	10--17	13	135
Berlin Harry's	5,135	38	30-55	41	135
State 120	31,090	227	183-334	249	137
GM Drive 5	20,930	152	123-225	167	138
State 109	33,920	245	200-365	271	138
State 128	3,695	26	22-40	30	142
State 118	1,470	10	9--16	12	147
Gov. Aiken 2	4,825	32	28-52	39	151
State 111	8,335	53	49-90	67	157
Baldwin 12	1,275	8	8--14	10	159
Terrace 26	4,630	29	27-50	37	160
Baldwin 10	2,200	13	13-24	18	169
State 110	4,010	23	24-43	32	174
Gov. Aiken 4	2,485	14	15-27	20	178
GM Drive 7	1,630	9	10--18	13	181
Baldwin 13	555	3	3--6	4	185
River 81-83	2,340	11	14-25	19	213
Berlin Library	1,210	5	7--13	10	242
TOTALS	**388,115**	**3,321**	**2,283 - 4,173**	**3,105**	**117**

	Buildings whose office areas meet GSA target for density
	Buildings whose office areas do not meet GSA target for density

For the most part, this may be attributed to traditional office planning, with partitioned spaces. Open office planning at National Life yields an average of 97 sf/workstation. These densities are achieved by cubicles, focus rooms and small meeting rooms for conversations, and minimal hierarchy for administrative space.

As the state has already found, modern office practice can further increase workspace efficiency. Hoteling, which is the use of unassigned shared work stations, and other techniques to accommodate non-traditional work environments, are examples of ways to increase efficiencies. Continued efforts will further increase efficiency.

BUILDING EFFICIENCY: NET SUPPORT AREA

As defined in the Methodology section, net support area is the sum of all office support space (like file storage) and special functions (such as courtrooms, archives, conference spaces, and mail rooms) in a building. This study identified a large range of net support area in the district's buildings. All State owned buildings in the district were ranked by percentage of net support space:

Net Support Area Ranking for Owned District Buildings

PROPERTY	ADJUSTED GROSS BUILDING AREA (SF)	NET SUPPORT AREA Area (sf)	NET SUPPORT AREA % of Adj. GBA
Gov. Aiken 2	8,950	135	2
State 132	3,035	115	4
Baldwin 9	2,122	120	6
Baldwin 12	3,168	230	7
State 110	10,200	755	7
GM Drive 5	41,017	3,850	9
Baldwin 10	4,567	430	9
State 116	22,788	2,280	10
Baldwin 1	6,240	645	10
State 120	75,672	8,205	11
State 144	5,083	585	12
State 133	103,160	12,035	12
State 112 (owned)	22,350	3,180	14
State 136	4,070	590	14
Barre McFarland	50,524	8,795	17
State 118	4,394	785	18
Terrace 26	13,757	2,535	18
Hypothetical new building (GSA standard)			**20%**
Gov. Aiken 4	4,722	955	20
Baldwin 14-16	4,940	1,030	21
State 128	7,076	1,505	21
Baldwin 6	24,186	6,195	26
Barre Courthouse	42,863	11,475	27
State 109	124,188	33,775	27
GM Drive 13	9,265	3,180	34
State 126	6,110	2,205	36
State 134	3,048	1,200	39
State 111	46,672	19,465	42
Baldwin 13	2,703	1,130	42
State 115*	47,324	26,752	57
Berlin Library	10,544	7,430	70
Middlesex VSARA	54,305	41,755	77
Taylor 10	4,700	3,625	77
GM Drive 15	34,355	30,995	90

Building contains a special function that is included in net support area.

* In inventory phase, special functions of the 115 State (the State House) were omitted.

Excessive Storage Space

Some buildings have a disproportionate amount of file or other office storage space. In some cases, but not all, this is essential to the user group's function.

In general, the State has made progress in digitizing files and/or moving them to remote locations so that valuable space may be converted to workstations. Where other opportunities are identified, files and storage in the district should be minimized.

Conference Rooms & Meeting Spaces

There are two kinds of meeting spaces, ones that are available to other State groups and others that are dedicated to a department or agency. The shared spaces are already reserved online. A list of shared conference rooms in the district follows:

Location	Occupancy
13 Baldwin #1	8-10
13 Baldwin #2	20-25
109 State, 4th flr	30-40
109 State St, Auditorium	190
115 State Street, Ethan Allen Rm	20-90
116 State Street	6-30
133 State St, 4th Floor	50
133 State St, Bsmt	30
136 State St	12
Davis (NL), 6th flr, Coolidge Rm	20
Davis (NL), 6th flr, Morrill Rm	8
Davis (NL), 6th flr, Mt Ind. Rm	6
13 GM Drive	10-25
255 N Main Street, Barre	20-30
1311 US Rte 2, Berlin	55
Summit Center, Berlin*	10-30

*Note: This new lease was not included in the study.

Meeting rooms can be shared if located in close proximity to several user groups. The greater the number of users that share the conference rooms, the greater the flexibility. Sharing may also make it possible to reduce the total number of conference rooms. A system to schedule and reserve even small spaces (like focus rooms) is essential.

The Capitol Complex could have several meeting room clusters like a larger building would have. 133 State, 120 State and the Pavilion would all meet this space criteria and would create an even distribution.

During the Legislative session meeting spaces are often hard to find in the Complex. This need was not quantified, but would be worth studying in more detail.

There are many more dedicated meeting spaces in the district. It is worth noting that open space offices at National Life require a 1:3 ratio of meeting space per work space, whereas traditional office space such as 132 State Street is often less than 1:10.

Special Functions

The following special functions were inventoried in Montpelier where space is at a premium:[5]

4 Aiken:	Plan Room	955 sf
109 State:	Museum	6,840 sf
	State Library	6,200 sf
111 State:	State Library	12,120 sf
	Supreme Court	2,105 sf
115 State:	Legislative functions	26,752 sf
120 State:	Mail Room (AOT)	495 sf
	DMV Counters	3,305 sf
134 State:	Welcome Center	1,200 sf
10 Taylor:	Maintenance Shop	3,625 sf
GM Drive:	DLC Warehouse	30,025 sf

When opportunities arise, special functions should be moved to locations that have less demand for office space and/or lower property values.

Most, but not all, of these functions are essential in their current location. Some, such as the BGS Plan Room and the State Library, are already being reduced to optimize office space.

Unfinished Space

This space is addressed separately in Property Efficiency: Build-Out Opportunities.

Vacant Space

Five properties in the district had vacant finished office space at the time of the inventory.

9 Baldwin St	95 sf	still vacant
120 State St	12,655 sf	now occupied by DHR
133 State St	3,580 sf	still vacant
144 State St	375 sf	temporarily occupied by Vermont Land Trust
Barre Courthouse	3,595 sf	still vacant

BUILDING EFFICIENCY: NET USABLE AREA

The GSA's benchmark for new building net usable area is about 75% of adjusted gross building area, when modified to match the criteria developed earlier in this study. Just one office building in the entire district, 14-16 Baldwin, exceeded this goal. Most of the district's buildings are between 50% and 75% usable. The following buildings are less than half usable:

Property	Net Usable, % of Adj.GBA	Notes
116 State St	49%	unusable attic
5 Perry (McFarland)	49%	large hallways and mechanical spaces
110 State St	47%	large hallways and stairs
133 State St	46%	large hallways and mechanical spaces

As discussed in the Methodology section, net usable area and the related net-to-gross ratio don't seem to fit the State's properties well, probably because they are older buildings and many were not built as office space. The "build-out yield" measure was therefore developed to compare existing and future office buildings.

[5] As of the closing date of inventory, February 2015

BUILDING EFFICIENCY: BUILD-OUT YIELD

In the Methodology section a measure was developed to compare a building's gross area with an expected yield of workstations. Called the "build-out yield" and based on GSA guidelines, this measure targets 4.4 workstations per 1,000 GBA sf. It is possible to compare the district's existing buildings with a hypothetical new building of equal size:[6]

PROPERTY	ADJUSTED GBA (SF)	WORKSTATION YIELD OF EQUAL-SIZED NEW BLDG.	CURRENT WORKSTATION COUNT	AVERAGE WORKSTATION SIZE IF USE NEW BUILDING YIELD	NOTES, INCLUDING MINIMUM CHANGE NEEDED TO MATCH NEW BUILDING YIELD
State 112	22,350	99	106	125 sf	
State 132	3,035	13	15	100 sf	
State 144	5,083	23	22	98 sf	includes vacant space identified in inventory
State 120	75,672	336	227	113 sf	includes vacant space identified in inventory
Baldwin 9	2,122	9	10	97 sf	
State 128	7,076	31	26	117 sf	sufficient support space (21%)
Gov. Aiken 4	4,722	21	14	118 sf	sufficient support space (20%)
Baldwin 14-16	4,940	22	19	102 sf	sufficient support space (21%)
Baldwin 1	6,240	28	25	101 sf	convert min. 350 sf office area to support space
GM Drive 5	41,017	182	152	100 sf	convert min. 2700 sf office area to support space
Baldwin 10	4,567	20	13	95 sf	convert min. 250 sf office area to support space
State 134	3,048	14	6	93 sf	convert min. 550 sf support space to office area
Baldwin 13	2,703	12	3	93 sf	convert min. 550 sf support space to office area
GM Drive 13	9,265	41	25	93 sf	convert min. 700 sf support space to office area
State 126	6,110	27	12	93 sf	convert min. 900 sf support space to office area
Taylor 10	4,700	21	9	93 sf	convert min.1300 sf support space to office area
Baldwin 6	24,186	107	61	93 sf	convert min. 2150 sf support space to office area
Berlin Library	10,544	47	5	93 sf	convert min. 3150 sf support space to office area
State 136	4,070	18	12	99 sf	renovate min. 370 sf unused area+convert 300 sf
Terrace 26	13,757	61	29	94 sf	renovate min.650 sf unused area+convert 1178 sf
Baldwin 12	3,168	14	8	93 sf	renovate minimum 300 sf unused area
GM Drive 15	34,355	153	3	93 sf	renovate minimum 19,000 sf to finished space
Gov. Aiken 2	8,950	40	32	91 sf	convert min. 1200 sf office area to support space
State 109	124,188	552	245	90 sf	significant amount of unassigned space
Barre Courthouse	42,863	191	77	89 sf	Incl. 3595 vacant area. significant special function
State 118	4,394	20	10	85 sf	proportionally large circulation
State 116	22,788	101	75	82 sf	signficant circulation; max. occupancy 89 w/attic
Barre McFarland	50,524	225	121	80 sf	historic circulation
State 110	10,200	45	23	77 sf	historic circulation
State 133	103,160	458	291	76 sf	historic circulation
State 111	46,672	207	53	n/a	essential special function
State 115	47,324	210	41	n/a	essential special function
Middlesex VSARA	54,305	241	29	n/a	essential special function

	Building is currently as efficient as an equal-sized new building.
	Building could be used as efficiently as an equal-sized new building within the existing office area.
	Building could be used as efficiently as an equal-sized new building if some finished space is converted.
	Building could be used as efficiently as an equal-sized new building if some unfinished space is renovated.
	Building requires major renovation or change of use to be used as efficiently as an equal-sized new building.

These findings indicate that in concept many of the district's buildings can meet the target workstation yield of a new building. The actual ability to convert or renovate spaces was not confirmed on site. In any particular case, a feasibility study is recommended to explore the build out for a known user group.

[6] Leased buildings were not included because the State does not have gross square feet figures for those buildings.

BUILDING EFFICIENCY: ISSUES OF SCALE

Ratios of efficiency are not the only consideration. Some properties that are statistically efficient have a scale problem. Converted houses may be fully used, but still not efficient because of the way space is partitioned. Only small user groups may fit in small buildings, or clusters of related user groups must be located in adjacent buildings. Appropriate uses for these spaces are possible but limited.

Proper scale for Vermont state offices needs further study, but 15,000 – 20,000 sf floor plates are commonly indicated as an efficient scale for office space. Using the GSA build-out yield, this equates to 66 to 88 workstations per floor.

PROPERTY EFFICIENCY: BUILD-OUT OPPORTUNITIES AT SPECIFIC PROPERTIES

The methodology of build-out analysis was discussed in the Methodology section, and details on the design concepts are found under each building in the Raw Data section. The Property Table lists data of cost and size for each property, and is summarized here:

PROPERTY	BUILD OUT DESCRIPTION	MINIMUM PROJECT COST IN 2015 $	WORK-STATION YIELD	PROJECT COST/STATION (2015 $)	NET PARKING	MISC. NOTES
CAPITOL COMPLEX						
3 Baldwin	5,140 sf office building	$1,799,000	23	$79,000	-15	
5 Baldwin	5,140 sf office building	$1,799,000	23	$79,000	-10	
2 Gov Aiken	upper parking lot	$200,000	n/a	n/a	+16	
111 State #1	gut and add mezzanine	$4,088,000	45	$90,000	0	
111 State #2	gut and add a new floor	$5,640,000	63	$90,000	0	
115 State	4,182 sf addition	$2,091,000	19	$110,000	-5	+ 3 conference rooms
116 State #1	1,143 sf attic renovation	$457,000	9	$51,000	0	
116 State #2	2,000 sf attic renovation	$800,000	12	$67,000	0	
132 State #1	1,077 sf attic renovation	$323,000	5	$65,000	0	
132 State #2	2,064 sf addition	$723,000	5	$144,500	0	+ maintenance garage
(Fut) 137 State #1	maintenance shop & parking	$2,100,000	n/a	n/a	+20	possible parking deck (add $1,200,000)
(Fut) 137 State #2	41,100 sf office building	$14,385,000	183	$79,000	0	
144-146 State	16,128 sf office building	$5,645,000	72	$79,000	+45	VSECU collaboration?
(Fut) 2 Taylor #1	129,200 sf office building	$45,220,000	574	$79,000	0	
(Fut) 2 Taylor #2	29,100 sf office building & parking	$10,185,000	129	$79,000	+118	
Davis St "Pit"	14,040 sf office building & parking	$4,914,000	62	$79,000	+78	
MAXIMUM POSSIBLE 1,041 workstations, 207,994sf requires 828 new parking spaces					109 spaces with maximum building	
IF PARKING IS FACTORED IN: 401 workstations, 65,794sf requires 263 new parking spaces					247 spaces with maximum parking	
OTHER PROPERTIES						
13/15 GM Drive	30,000 sf office building	$9,750,000	133	$73,000	+60	flood plain
26 Terrace	15,840 sf office building	$5,148,000	70	$73,000	+88	limited by traffic count?
Berlin Library #1	29,160 sf addition	$9,477,000	130	$73,000	+161	limited by wetlands
Berlin Library #2	49,200 sf office building	$15,990,000	219	$73,000	+214	limited by wetlands
Middlesex Barracks	25,600 sf office building	$8,320,000	114	$73,000	+127	limited by septic system

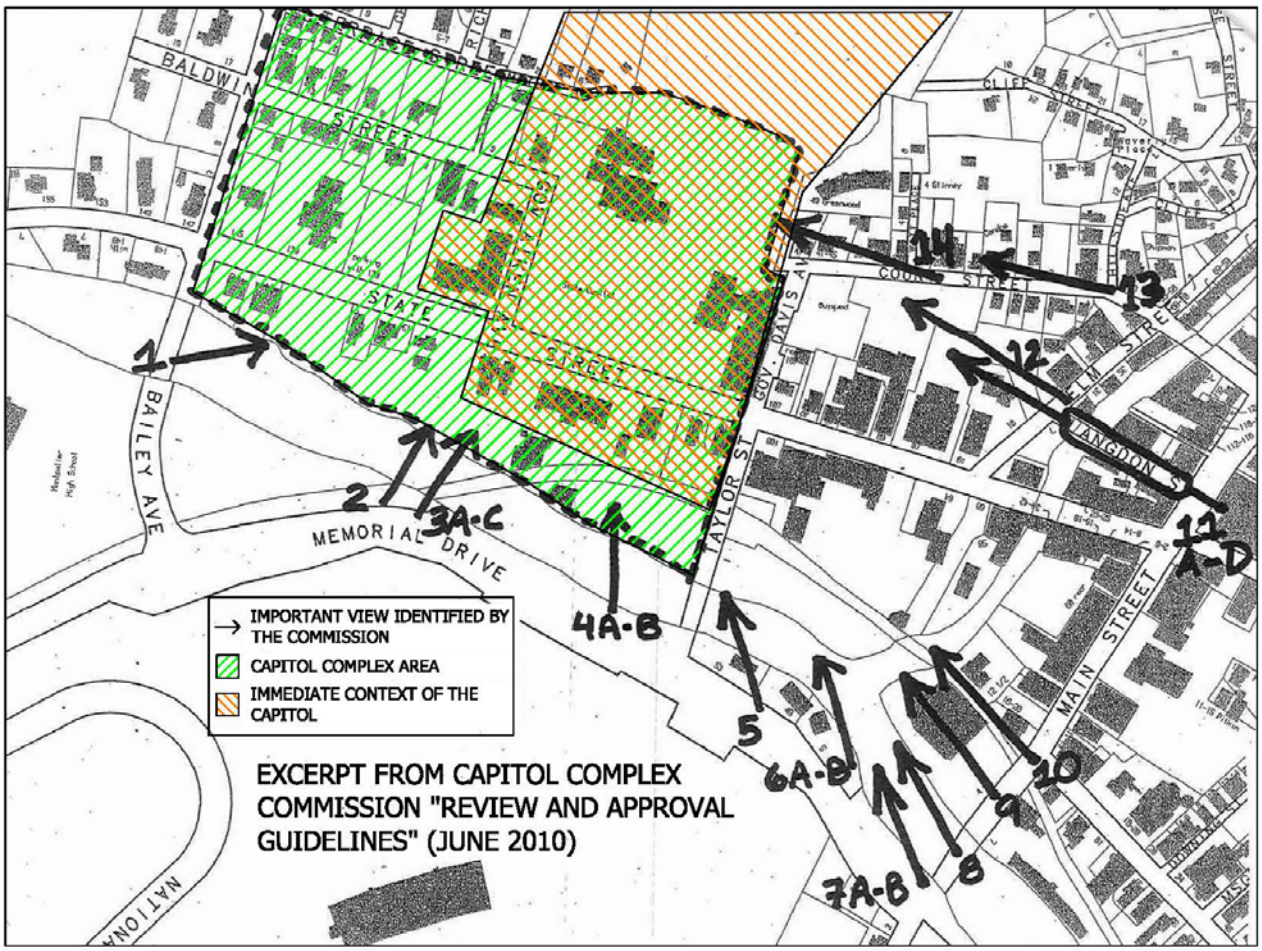
OBSERVATIONS & STRATEGIES

CAPITOL COMPLEX AS DEFINED BY TITLE 29

"The general assembly of the state of Vermont hereby finds, determines, and declares that the capitol complex is an important and unique historic district and that the maintenance of the architectural and aesthetic integrity of this district is of the utmost importance to all of the people of the state."

-- Title 29, Chapter 6, §§ 181-185

The Vermont General Assembly defined the boundaries of the Capitol Complex in Title 29, §182. It is identified as the Civic district in the City of Montpelier's zoning ordinance. The Vermont State House is a designated National Historic Landmark, and nearly all of the buildings in the Capitol Complex are contributing historic structures. In accordance with National Parks Service guidelines for historic preservation, not only the State House but also its context must be preserved. In 1973, the Capitol Complex Commission additionally identified key viewsheds towards the State House that must be protected.



Observations and strategies for the Capitol Complex are divided into three sections: (1) core buildings and grounds; (2) the Complex's edges and gateways; and (3) secondary buildings.

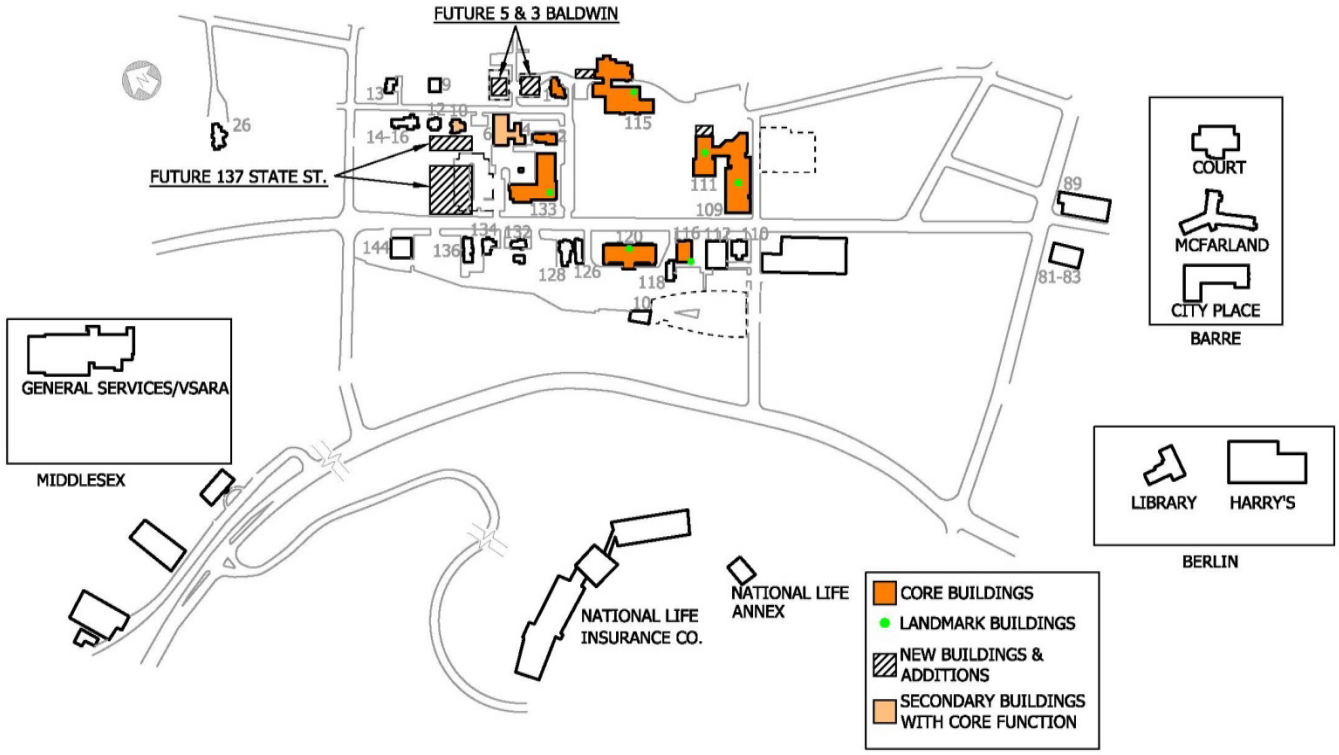
Capitol Complex Part 1: Core Buildings and Grounds

OVERVIEW

In addition to the State House, the Supreme Court, the Pavilion, 120 State Street and 116 State Street are referred to as landmark buildings[7] in this report. Further, the Pink Lady (1 Baldwin) and 2 Gov. Aiken are nearly as important because of their proximity to the State House and their contributing character. Each faces the State House lawn which is a key element of the State House's context. These buildings and their grounds comprise the core of the Capitol Complex. It is highly unlikely that the State of Vermont will ever give up direct control of any of these buildings. All these buildings must be curated and cared for in perpetuity, and the State must determine their best use.

Given that the State House will remain the seat of Vermont's General Assembly, several existing uses are fixed by proximity. These are Legislative Council, Joint Fiscal Committee, and Minority/Majority offices. The Lt. Governor is located in the State House. The Governor's staff is best located in close proximity to the State House, and by extension the Agency of Administration and some other key functions must be near the Governor. The Governor's staff is not fixed at 109 State Street, but due to the substantial investment at their current location, it is logical for the Governor and closely related functions to remain there. Arguably, all AOA departments should remain in the Capitol Complex to be within walking distance to their Secretary.

Similarly, because the Vermont Supreme Court is a landmark building, the Supreme Court's location may be considered fixed, and its justices and staff should be located in close proximity to the Court.



[7] Landmark buildings are cultural and functional assets that the State of Vermont will never dispose of.

POSSIBLE STRATEGIES FOR THE CORE OF THE COMPLEX

- **115 State Street (State House)** – This beloved symbol of Vermont democracy is meticulously cared for by the State Curator, BGS staff, and Friends of the State House. Tradition and fondness for the building often take precedence over physical comfort; most spaces for members of the Legislature are relatively fixed in function. For at least two decades there have been debates to increase House committee space. There is a shortage of meeting rooms during the Legislative session. The most serious dysfunction is the current workspace for Legislative Council's staff on the ground level of the addition. This space does not meet BGS Design Guidelines for light, air quality, or workspace size.
  - One opportunity is to build an addition (19 workstations) on the west side of the State House to connect with 1 Baldwin where associated user groups work.
  - Another opportunity is to rebuild the historic house that once stood at 3 Baldwin Street (23 workstations) and connect it with 1 Baldwin. 5 Baldwin could also be rebuilt. (23 additional workstations)
  - Another opportunity is to move Leg Council into 2 Gov Aiken.
  - Another opportunity is to add onto the east side of the State House, noting there are more restrictions on viewsheds from this direction.
  - If new space is found for Leg Council, their existing spaces could be used for meeting rooms.

- **109 State Street (Pavilion)** – This landmark building is the largest office space in the Capitol Complex. It is also the primary gateway from the city to the Capitol Complex. The Pavilion currently houses the Governor's staff, the Secretary of Administration, several AOA groups, the State Treasurer, the Attorney General, and the Vermont History Museum. The boundaries between secure and public functions have been well managed despite the building's dual identity.
  - One opportunity is to optimize space and location for AOA's Department of Libraries as its missions and collections are transformed. Some functions such as the State Law Library may leave the district. Other functions are moving to the State Archives in Middlesex. Still other functions rely on good delivery access and public parking, so Berlin or Middlesex may be good opportunities.
  - Very little of the Libraries' functions need to remain in the Capitol Complex. Much of its current 9,000 sf in the Pavilion could become available. Over 6,000 sf is above grade; this is the equivalent of 27 workstations.
  - There is an opportunity to consolidate essential departments in this key building and possibly to create office space in the Pavilion for user groups who should be close to the Secretary and Governor.
  - There is also an opportunity to locate all elected Vermont state officials in this building.
  - Another opportunity is to equip the Pavilion with adequate space (meeting rooms, conference rooms, and other necessary function) to support essential user groups. Some of these support spaces could be located in the basement level if flood restrictions are taken into account.
  - There is also an opportunity to eliminate Library and BGS workspaces in the flood plain.
  - One opportunity is to move the Vermont History Museum entirely out of the Pavilion. This would make an additional 7,300 sf (32 workstations) available for office space or meeting rooms.
  - Another opportunity is to consolidate tourist functions in the Pavilion. One possible partner for the museum might be the Welcome Center; it could possibly occupy the Snelling Room if lunch functions could move elsewhere.
  - Another opportunity is to improve the accessibility of the front entrance. This would possibly allow the Davis Avenue entrance to be limited to State business.

- **111 State Street (Supreme Court)** – This landmark building is in excellent condition. Its location next to the State House and over the underground tunnel makes it a prime location for essential functions. Currently the Supreme Court and its justices and staff are located here, as well as the State Library, with a total of 53 workstations. Many of the library's stacks are being emptied as part of an initiative to modernize the library's functions.
  - One opportunity is to renovate the stack space as new office space. Two variations of this concept have been studied; both remove the stack mezzanine levels and use the existing first and second floor levels. The first variation adds a mezzanine in the rear of the building, and the second completes the Court's third floor level. The first variation adds 45 workstations; the second 63.
  - Another opportunity is to restore the historic reading room into one or more conference rooms.
  - If space is increased at 111 State, there is a further opportunity to consolidate Judiciary functions from 112 State (24 workstations) and possibly other current locations.
  - Another opportunity is to move 4 workstations that are currently in the flood prone basement up to higher levels. These spaces might be better used for meeting rooms or (high) storage.
  - There will most likely be additional workspace available if the building is renovated. This is an opportunity to further consolidate staff around the Governor and Secretary of Administration.

- **116 State Street (Agriculture)** - is a landmark building, but the Agency of Agriculture is not an essential occupant. It contains about 6,800 sf office area (75 workstations). This is the most densely occupied building in the district, although its attic (fourth floor) remains unused. Its basement is in the flood plain.
  - One opportunity is to renovate the fourth floor of this building. (See details under this building in the Raw Data section.) A simple renovation should yield 9 workstations. A more elaborate renovation should yield 14 workstations.
  - Another opportunity is to convert the conference room to workspace, and give Agriculture access to a similar-sized conference room nearby.
  - One opportunity is to remove storage from the basement level, which is in the floodplain. It is possible that this space could be used for meetings.
  - One possible use for this building is the meeting room and independent board/commission/department function that was also described for 110 State. The historic architecture is conducive to this function.

- **120 State Street** - is a landmark building nearly as large as the Pavilion. It needs major mechanical and accessibility work (a complete overhaul). Its basement is fully used, but it is in the floodplain. It is the farthest from other landmark buildings without a protected connection. Its current occupants are not essential in that location. DMV occupies 31,000 sf. AOA's DHR occupies 13,000 sf[8] (227 workstations).
  - One opportunity is to improve DMV's public access and parking by locating this part or this entire department outside of the Capitol Complex.
  - There is an opportunity to consolidate other agencies if an alternative location for DMV can be found.
  - One opportunity studied is to move all of BGS to 120 State so that it is near the heat plant and current maintenance shops. It appears there is not sufficient space to build a new shop nearby, however.

[8] This space was occupied after the inventory closed, so current workspaces are not reflected on the Property Table.

- **133 State Street** - is a landmark building. It is occupied by the AOA, which is logical because it is connected to 109 State Street by a tunnel. Current occupants are Department of Taxes, DII, and some related AGO groups. The building has good public access.
  - One opportunity is to expand this building, either as an addition or as a stand-alone building nearby.[9] A 41,100 sf building with parking at grade level seems to fit on the site, with a projected yield of 183 workstations.

- **2 Gov Aiken** is a core building. This historic structure is well maintained and efficiently used. It is currently part of a cluster occupied by BGS, an AOA department, that includes 4 Gov Aiken, part of 6 Baldwin, and 10 Baldwin. BGS also occupies space in 134 State, 120 State, 109 State, 10 Taylor, 7 GM Drive, and Middlesex; much of this space is in the floodplain. This scattering of related user groups lowers efficiency for the department.
  - There is an opportunity to make BGS more efficient by consolidating its operations. Five possible locations were identified:
    - The current cluster of historic buildings, adding space as necessary to get all user groups in walking distance of each other;
    - Space in 133 State Street;
    - The new building at Future 137 State Street, described above;
    - 120 State Street, described above;
    - 26 Terrace Street; this option is not in walking distance to 109 State Street for some employees.

  Of these, the first three seem to be the most feasible.

  - There is also an opportunity to consolidate BGS Maintenance in a new 6,000 sf shop. This study analyzed four sites for Maintenance to be consolidated:
    - 120 State Street with 122 State Street and Taylor Street. This option was not feasible due to limited space.
    - The rear of 133 State Street. This option was not optimal due to proximity to office areas.
    - The rear of 6 Baldwin St./135 St. This option was not optimal due to massing and access.
    - A new bermed building in the hillside at the north end of the future 137 State. This is a central location out of the flood zone. It minimizes impact on existing parking and buildings. Also, it has a further opportunity for a rooftop parking deck accessed from 10 Baldwin Street.

  The site behind 10 Baldwin, at the north end of (future) 137 State, seems like the best opportunity for Maintenance. This location works well for the three feasible places for BGS to consolidate.

  - One unrelated opportunity for 2 Gov. Aiken is to add an upper level of parking accessed from Baldwin Street, with a retaining wall to separate the levels. This would add 16 parking spaces.

[9] The address for the property just west of 133 State is 137 State Street. It is referred to as "Future 137 Street" in the report.

Capitol Complex Part 2: Edges & Gateways

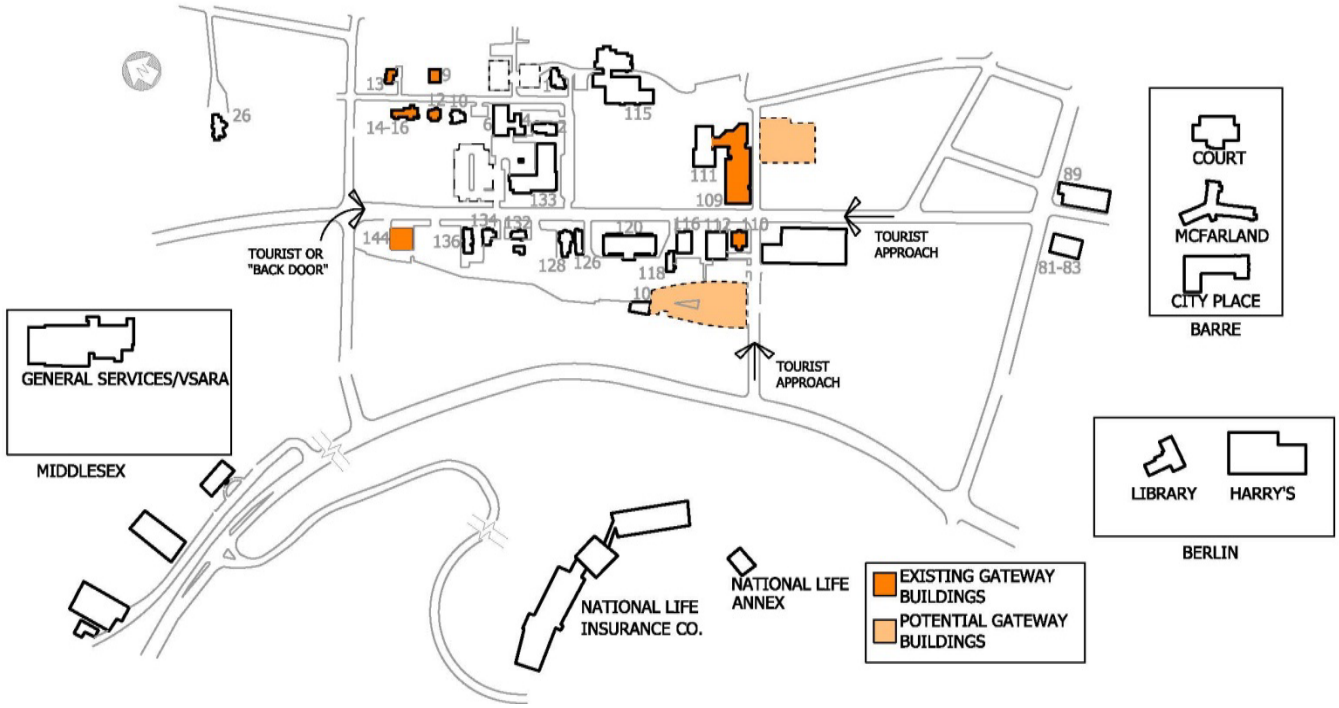
OVERVIEW

Two boundaries of the Capitol Complex are natural, the Winooski River to the south and Hubbard Park to the north. It is possible to approach the Complex only from the east or the west.

From the east, Taylor Street and Governor Davis Avenue form a clear boundary between the Capitol Complex and downtown Montpelier. The Pavilion is unquestionably the symbolic entrance to the Capitol Complex. Festively maintained and of a larger scale than adjacent buildings, the Pavilion is visible from a distance. As one enters the Complex, it frames views of the State House lawn.

The Complex's approach from the west is less defined, although lower State Street was historically the primary entrance to Montpelier. If the Taylor Street bridge and entrance is developed as the tourist entrance to the Complex, then this gateway will be more of a Yankee "back door," a short cut for people who use the Complex every day. The western edge has two sections. The bridge section of Bailey Street is the western gateway to the Complex, leading to buildings along State Street. North of State Street, the Bailey Street neighborhood is a residential section of the Complex.

Whereas the jurisdictional boundaries of the Capitol Complex are defined by statute, and the State of Vermont has bought as much property within this boundary as possible, the State does not have to retain ownership of all property within the Complex. It is possible to give up ownership of some property while retaining development control through covenants and/or the zoning process.



STRATEGIES FOR GATEWAY AND EDGE PROPERTIES

- **The Pavilion (109 State)** has dual listing in this report because it is both a landmark building and a gateway. For clarity, comments on this building have been made in the earlier section on core buildings.

- **110 State** is one of the State's least space efficient office buildings, but it is a strong architectural partner with the Pavilion as a gateway. This building could be made significantly more efficient for any use if its circulation were reconfigured. One possibility, explored in the Raw Data section, is to remove both existing staircases and install one linear or straight staircase with a long hall from front to back of the building. Accessibility could also be improved with an elevator that serves all levels.
  - With improved circulation, this building's occupancy could increase from 23 workstations to 43 workstations.
  - The building's large rooms lend themselves to conference space. One opportunity is to create a suite of public conference rooms, some with food service possible, on the lower two levels.
  - One possibility is to locate the State's independent agencies, boards, and/or commissions in the upper level(s) so they can share resources and meeting rooms.
  - The tour group lunch room function of 109 State Street's Snelling Room (the Pavilion's historic lobby) could be moved to this building.
  - Another opportunity is to move the Vermont History Museum to this building.
  - One other opportunity is to sell the property with covenants.

- **10 Taylor Street and Future 2 Taylor Street** are now a large parking lot and maintenance shop. Parking is unquestionably an important function for this site, currently 163 spaces. 10 Taylor is not a good location for the maintenance shop; it is distant from other BGS locations and access is difficult. Both parcels could be used more efficiently.
  - Parking could be increased with the construction of a multi-level garage, up to 118 additional spaces.
  - Office space could be built on this site, either as a façade to screen a parking garage, or as a large building with parking at grade. Up to 129,200 sf (574 workstations) appears to fit on site.
  - The optimal proportion of new parking to new office space should be determined by further study.

- **Davis Street "Pit"** is also a large on-grade parking lot, with 66 spaces. While it is outside the Capitol Complex, the "Pit" is a critical location for legislative parking. As with Taylor Street, the property could be made more efficient.
  - Parking could be increased by up to 78 spaces if an upper level is constructed with access from Taylor Street. The biggest obstacle to this opportunity is the intersection of State and Davis/Taylor.
  - Some office space could also be added at this site, up to 14,000 sf (62 workstations).
  - The optimal proportion of new parking to new office space should be determined by further study.

- **144-146 State Street** - The southwestern section of the Complex is a collection of historic houses and non-State buildings. The defining element is, perhaps, the long hedge along State Street that screens parking. This area could easily be developed for more office space, but because this area is low the flood level is nearly a story above grade. It is not feasible to build a traditional building that would function as a gateway.
  - Parking with or without elevated office buildings makes most sense in this area. An elevated riverside office building with parking below was conceptualized for this property; details may be found in the Raw Data section. Note that the State of Vermont does not own 146 State Street. This concept was based on preliminary discussions with VSECU to collaborate on a project.
  - Another opportunity is to sell 144 State Street with covenants.

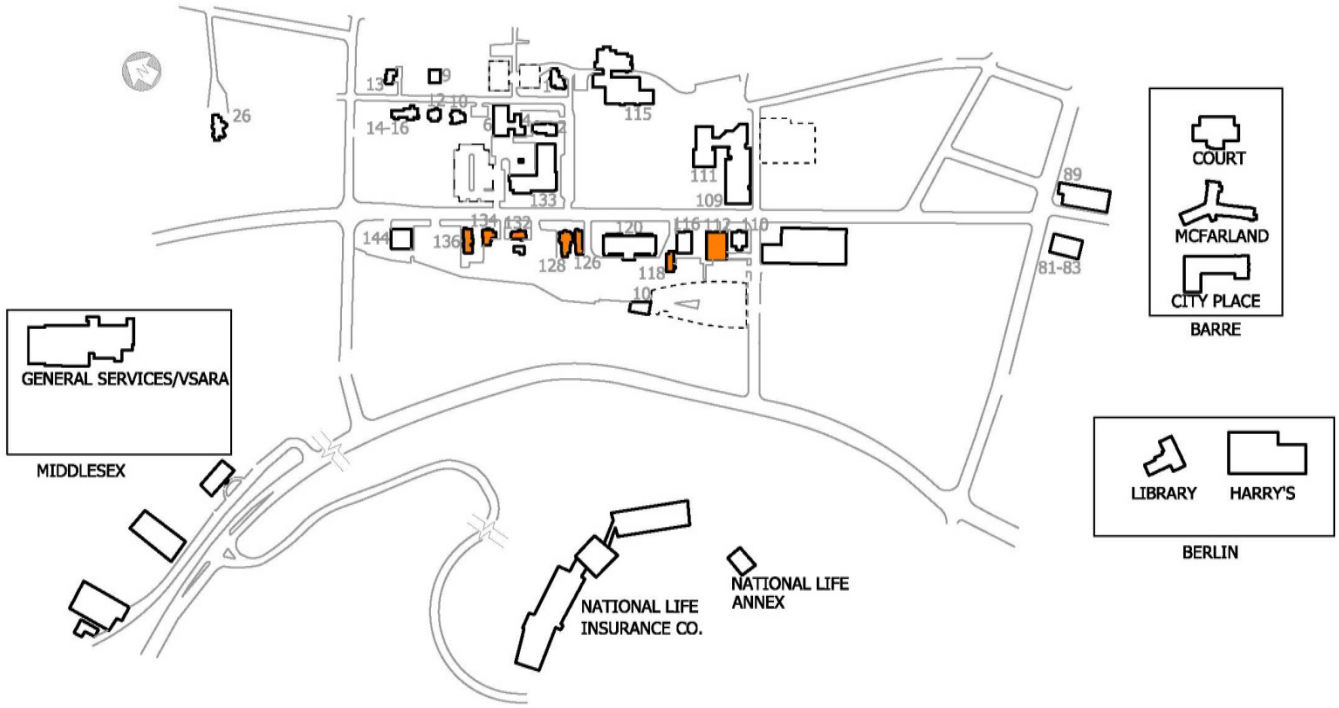
- **Baldwin Street** - The northwestern section of the Complex is not well defined. Until recently it was a residential neighborhood, and it remains significant as small-scale context for the State House. This part of the Complex contains some of the smallest and most inefficient buildings in the state's inventory; they also require a lot of maintenance.
  - **1 Baldwin** is not addressed in this section because it is also a core building.
  - **10 Baldwin, 6 Baldwin**, and **4 Aiken** are discussed with 2 Aiken in the section on core buildings.
  - **3 Baldwin** and **5 Baldwin** are currently used as parking lots.
    - One opportunity is to rebuild one or both of the historic houses. This may be a solution for accommodating Legislative Council that meets the Capitol Complex Commission standards.
  - **9 Baldwin, 12 Baldwin, 13 Baldwin and 14-16 Baldwin** are a mixture of density of occupancy and facility condition.
    - Some of these buildings could continue to be used by small user groups such as independent boards, commissions, and departments.
    - One opportunity is to sell one or more of these properties with covenants.

Capitol Complex Part #3: Other Properties and Occupants

OVERVIEW

Other buildings and land are included in the Capitol Complex; these are the "infill" buildings on State Street. Of these, 118, 126 and 128 front the State House Lawn and will probably never be disposed for that reason. However, all of these buildings are most valuable to the State for the large parking lots behind them. It may be difficult to sell any of these buildings with sufficient parking for new owners. If that is true, it is best for the State to continue occupying these buildings with smaller, more independent groups.

Regarding other essential occupants of the Complex, the State's elected officials are by custom located in the Complex. Some of these elected officials, such as the State Treasurer and Attorney General, work in close coordination with the executive branch. Other elected officials, such as the Secretary of State and State Auditor, should function autonomously. These other offices need to be in the Complex but are not tied to a particular building.



STRATEGIES FOR OTHER COMPLEX PROPERTIES

- **112 State Street (Chittenden Bank Condo)** - is a condominium partially owned by the State of Vermont. In addition, one floor is leased by the State. (The lease ends in 2019.) All space in this building is efficiently used, and the building is well maintained.

- **118 State Street** - is currently occupied at less than capacity. It was recently renovated.
  - This building is well suited for a small user group (maximum 16 workstations) or as overflow for large user groups in adjacent buildings.

- **126 State Street** - is by statute designated for use by the American Legion and the Veterans of Foreign Wars. They do not occupy the entire building; the Vermont Commission on Women is located on the upper level.
  - Of this 3,820 net sf building, 2,205 sf is used as meeting space by the Legions.
  - This building is well suited for small user groups or as overflow for larger user groups in adjacent buildings.

- **128 State Street** - is currently occupied by an elected officer, the Secretary of State. The building was recently renovated and is in good condition. While not considered a core building, this structure faces the State House lawn.
  - The Secretary of State's essential functions are located here. (26 workstations) One arm of the Secretary's function is the State Archives in Middlesex (18 workstations), so the Secretary's functions will always be geographically split.
  - This building is fully occupied with no further space to expand. It seems to be a good fit for the Secretary of State.
  - One opportunity discussed elsewhere is to locate all elected officials in one building. In this scenario, the Secretary of State would move to 109 State Street.

- **132 State Street** - is also occupied by an elected officer, the State Auditor. The building is efficiently occupied, although the attic could be finished to add more work space. Its first floor is within the 500-year flood plain.
  - Currently the State Auditor has one workstation in 134 State and six part-time workstations in 6 Baldwin Street. Their current use of the building is near the GSA standard of 125 sf/workstation, but up to three workstations could possibly be added in the building to meet the target of 93 sf/workstation.
  - One opportunity is to finish the attic of this building, adding five workstations. For details, see the Raw Data section's tab on this building.
  - Another opportunity is to add to the rear of the building, upgrading the maintenance vehicle shed and adding five workstations.
  - Another opportunity is to sell this building with development covenants and limited parking.

- **134 State Street** - is currently a mixed occupancy of the State's information center and BGS's Business Services. The building's office space is efficiently used. Its first floor is within the 500-year flood plain.
  - One opportunity, if the 1,200 sf information center is moved elsewhere in the Complex, is to bring BGS Fleet Services to this building from (leased) 7 GM Drive.
  - Another opportunity, if all BGS is moved elsewhere, is to sell this building with development covenants and limited parking.

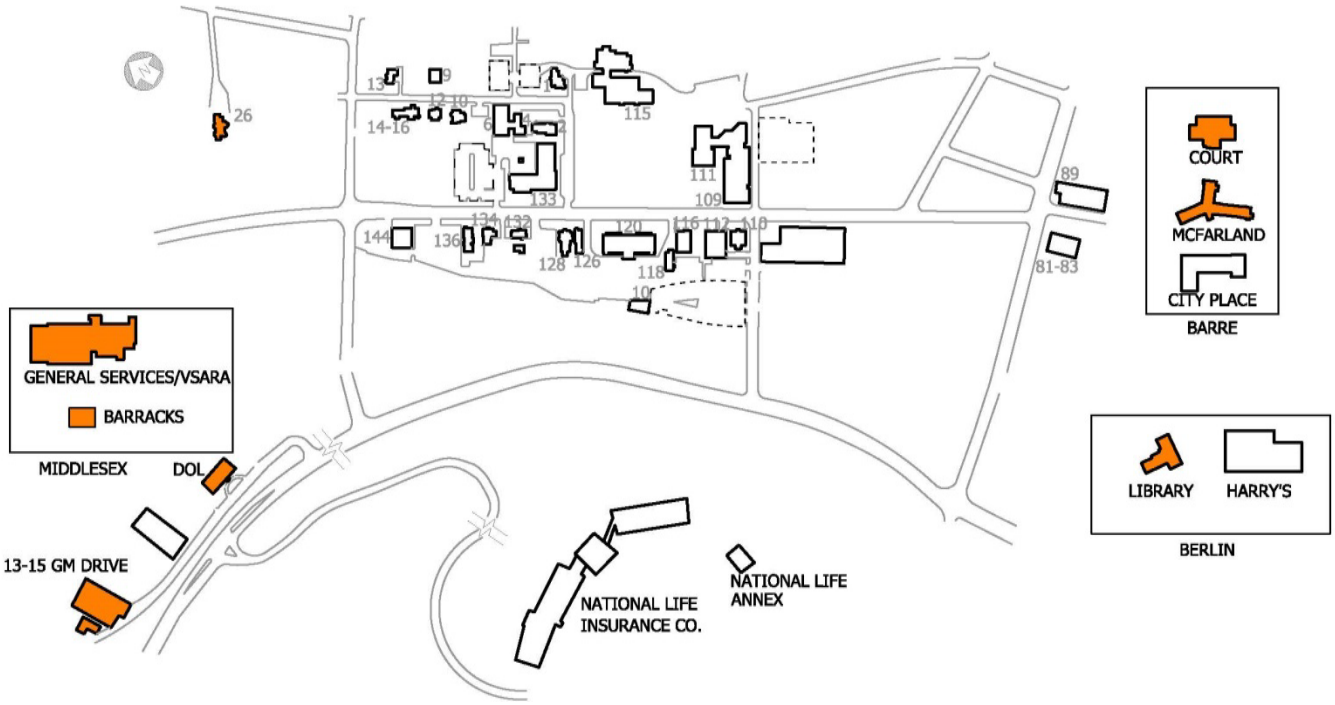
- **136 State Street** - is currently efficiently occupied by a small/independent user group. Its first floor is within the 500-year flood plain.
  - One opportunity, if this building becomes empty, is to sell this building with development covenants and limited parking.

- **144 State Street** - is discussed in the Edges & Gateways section of this report.

STAND-ALONE OWNED SITES IN THE CAPITAL DISTRICT

OVERVIEW

Eight of the State's owned properties are located outside of the Complex, in Montpelier, Barre, Berlin and Middlesex. Fee for space expenses are tracked individually for each property. Each has unique challenges and potential for development.



STRATEGIES FOR STAND-ALONE OWNED PROPERTIES IN MONTPELIER, BARRE, BERLIN, & MIDDLESEX

- **26 Terrace Street (Montpelier)** – The Redstone building is a large converted house. It is in the Bailey Street residential neighborhood within walking distance of the Complex. A study of potential building and parking lot additions on this is in the Raw Data section of this report. Development on this site is limited by topography to about 70 additional workstations, for a total of 100. The site is accessed through a residential neighborhood, so increases in traffic will also limit development. The building functions well as a swing or temporary office space, or a small independent group of workers could be an appropriate fit.
  - One opportunity is to restore the building. Its current plan could support 27 to 50 workstations. Its configuration is also well suited for meeting spaces, particularly for groups who may be remote from the Complex.
  - Another opportunity is to add to the building and parking lot, up to 70 more workstations and parking spaces.
  - Another opportunity is to sell the property. The sale would have limited impact on the Complex because it is so remote visually.

- **5 Green Mountain Drive (Montpelier)** – This is a jointly managed building between the federal government and the State of Vermont for the purpose of the Department of Labor. As such, it is considered an essential function. The building is in good condition with average efficiency of use, with room to add up to 70 workstations to its current 152. This property provides substantial parking for the Capitol Complex.
  - One opportunity is to move two user groups (5 part-time workstations) currently in 81 River Street into 5 GM Drive.

- **13 – 15 Green Mountain Drive (Montpelier)** – This site is constrained by railway tracks on one side and the Winooski River on the other, and it is in the flood plain. Access onto the property is limited. Its proximity to the interstate is excellent, however, and it is near downtown Montpelier, making this a high value property. It is the current home of the Department of Liquor Control and the Liquor Warehouse. 90% of DLC's space is a warehouse.
  - Maintaining a large warehouse in the flood plain with poor truck access is seemingly already a challenge. If Cannabis is legalized, the increase in administrative, security, and storage needs could be substantial. One opportunity is to move DLC to a larger, more secure site with expansion space and good access to Interstate 89, possibly in Berlin or Middlesex.
  - If this site were cleared of the current structures, a new office building with parking underneath could be constructed. This site would have good access to the bike path, public transportation and infrastructure. If combined with the other Green Mountain Drive properties, a small campus of office buildings could be developed in the future. A traffic study for the intersection of Green Mountain Drive and Memorial Drive may be required.

- **Courthouse (Barre)** – This building needs some capital investment, but it is efficiently used by its occupants. There is no need or opportunity to add to the building.

- **McFarland House (Barre)** – This building was recently overhauled and is in good condition. It is efficiently occupied with its current 121 workstations, and there is potentially room to add up to 49 additional workstations. There is no need or opportunity to add to this building.

- **Regional Library (Berlin)** – This building is currently one of the most inefficiently used buildings in the State's inventory. It is in a prime location with good access to the interstate. Public water and sewer will soon be available at the road. Other State buildings are nearby, offering the possibility of shared maintenance and possibly heat. While developing office space is possible on this site, other functions may be a higher and better use here.
  - If used for offices, the property could accommodate up to 219 workstations and 248 cars in surface parking.
  - One opportunity is to build a warehouse here, perhaps for DLC.
  - One other option is to swap this site with private developers for a property that is closer to Exit 7.
  - Another opportunity is to sell this property.

- **VSARA & Printing/Postal (Middlesex)** – This building's archives were recently upgraded, and a capital investment is planned for FY 16. The building is in good repair, and its office space is efficiently used. The Secretary of State's staff should be considered essential users for this building to administer the State Archives. The other occupants, BGS Printing & Postal, depend on this central location between Montpelier and Waterbury as well as ready access to the interstate for US mail. No build-out opportunities were considered for this building.

- **State Barracks (Middlesex)** – As part of the strategic plan for the Vermont State Police, BGS and VSP are actively engaged in locating an appropriate site for this barracks. As it becomes unoccupied, this property offers several opportunities for the State.

  The property is near an interstate exit between two State complexes, Waterbury and the Capitol. It is adjacent to the State Archives. The building is a renovated school building; it is in satisfactory condition but it is nearing the end of its useful life. The site has limited sewage and water capacity.

  - Preliminary studies show a 25,600 sf building (114 workstations) fits well on the site with up to 130 parking spaces. Further study can determine if the campus has sufficient capacity for this use.
  - This site may also be a suitable site for a warehouse, such as DLC or the Lottery.
  - This site may also be suitable for part or all of the State Library staff and collections.
  - This site may also be suitable for consolidation of Secretary of State user groups.
  - One other opportunity is to sell the property.

LEASED PROPERTIES IN THE CAPITAL DISTRICT

OVERVIEW

The State of Vermont does not own all of the office space that it needs for its current use. Leasing office space can be a sound idea or it can be costly. It is generally done for a variety of reasons. Leasing makes sense when there is a need for temporary space; for example, due to a special project, construction, or a natural disaster. Leasing is also used when space is needed but financial capital or space is not readily available to build new buildings.

The studied lease spaces are some of the most efficiently used spaces in inventory. Whereas the State owns buildings for many reasons besides efficient office use, leases are singly focused on efficiency and cost/benefit.

Leased spaces are presumably turning a profit for the building owners. Besides providing rental income, leased buildings are depreciated. Developers often design a lifespan for a building that matches its leases. A twenty year lease is wisely placed in a building that will last for 20 years. The State of Vermont (like most institutions) does not take this approach because it owns buildings in perpetuity. Following are three considerations with lease hold properties:

- **Cash flow** - Is the State of Vermont likely to own a newly constructed property for a long enough period to build it to BGS standards and realize a savings compared to leasing for the same period?
- **Initial capital investment** - Even if the first answer is yes, do circumstances support a substantial capital investment?
- **Lease-to-own** -
  - If the building costs too much money to bring to BGS standards at the end of the lease period it is not worth purchasing. Speculative lease spaces should be scrutinized most closely.
  - These properties are carried as capital assets, entirely different from standard leases.

In order to compare the expense of leasing versus owning, the cost to operate State owned buildings (called fee for space) must be known. The following table compares State costs for owned properties in the capital district. These figures do not include major maintenance, PILOT payments, or depreciation.[10] They do include custodial service, plowing, garbage, landscaping, routine maintenance, utilities.

FEE FOR SPACE IN THE CAPITAL DISTRICT		
	$/sf	$ of this for custodial services
Complex	$16.10	$1.80
All other properties are tracked as stand-alones:		
26 Terrace	$16.10	$1.30
DLC	$0.76	$1.35
Barre Court	$15.81	$2.14
McFarland	$15.81	$1.66
Reg. Library	$3.30	$0.90
VSARA	$9.45	$0.64
Barracks	$9.45	$0.64

This data indicates it is reasonable to use the cost of $16/sf as the State's average cost to operate a building in this district to compare with lease rates.

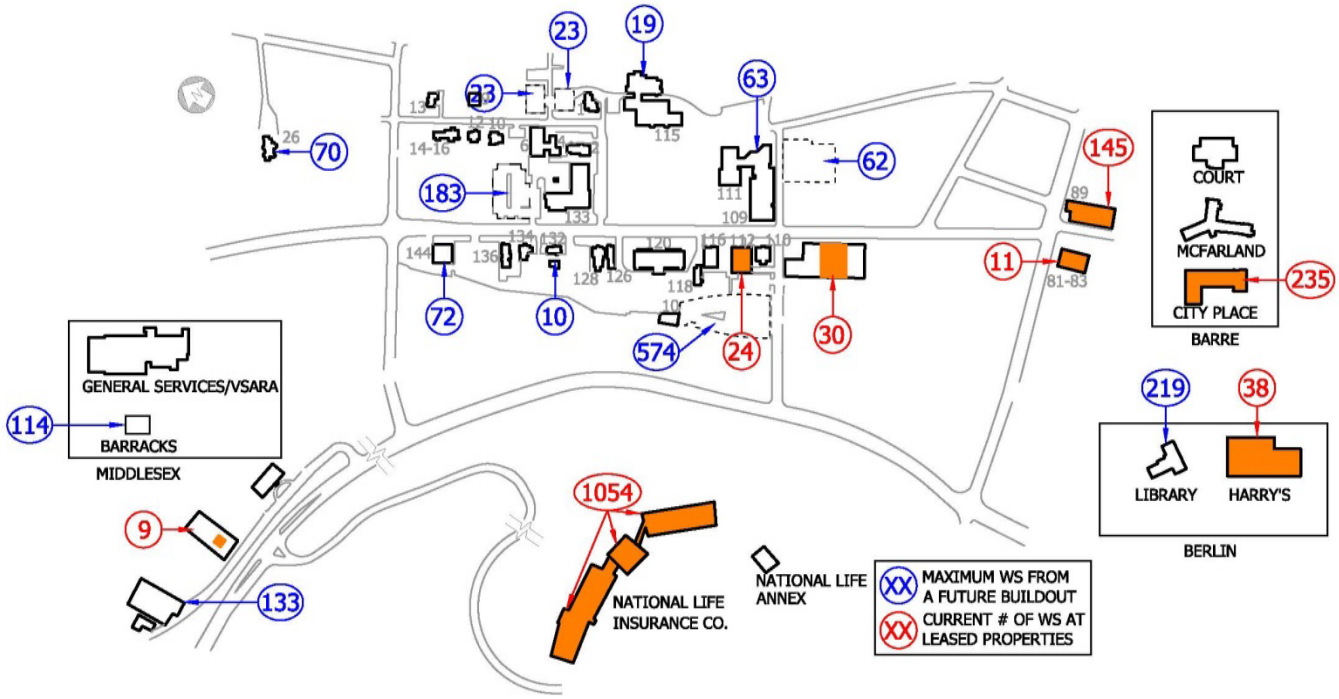
[10] The State tracks depreciation for just two of its 280 buildings because, in general, the State does not have debt service for its properties. In fact, most of the leased buildings in the capital district are well depreciated because they are older structures. Depreciation was not considered to be a factor in cost comparison.

The following table summarizes lease information for buildings in the Capital District:

Address	Name	Target Range for # of Workstations (based on standard deviation, 93-170 SF/Workstation	Current # of Workstations	Notes
State 112	Chittenden Bank Condo	81-148	24	Floors 2-4 owned condo, floor 5 lease expires 2019. $79,650/year full service. $16/sf no heat, no electric.
College 32		new	new	11,400 rentable sf. Not occupied at time of inventory, opened May 2015. Lease expires 2024. $232,788/year full service. $20/sf
GMDrive 07	GMP	10-18	9	1,908 rentable sf with parking. Lease expires 2017. $30,833/year full service. $16/sf.
Main 89	City Center	107-195	145	39,240 rentable sf. Lease expires 2023. $852,704/year full service. $22/sf
NL - Davis, Main, and Dewey	National Life	600-1097	1,054	187,243 rentable sf. Lease expires 2022. $3,555,239/year full service. $19/sf
River 81-83	Heritage	14-25	11	5,750 rentable sf. Lease expires 2016/2017. $64,328/year full service. $18-20/sf
State 100	Capital Plaza	19-35	30	2,600 rentable sf. Lease expires 2015. $51,780/year no custodial. $20/sf
N. Main 219	City Place	146-267	235	49,801 rentable sf. Lease expires 2026. $1,063,569/year through 2021 full service. $21/sf
US 302 1311	Harry's	30-55	38	34,268 rentable sf. Lease expires 2015/2016/ 2019. $416,162. $12+$5 BGS SVCS = $17/sf

Two thirds of all leases in this district are 19% - 31% higher than the State's cost to own and operate similar space. One third are roughly equivalent or slightly more expensive than the State's cost to own.

Property Management has confirmed that none of these leased buildings are available for purchase. There is a buy-out option on the City Place lease.



STRATEGIES FOR INDIVIDUAL LEASED PROPERTIES IN THE CAPITAL DISTRICT

- **5th floor of 112 State Street (Chittenden Bank Condo)** – This space is adjacent to State-owned space. At 3,600 sf with 24 workstations, it is efficiently used.
  - o One opportunity is to move Judiciary to 111 State Street, into space created by eliminating the State Library stacks.
  - o Another opportunity is to use this space for adjacent user groups who have outgrown their space.
  - o Another opportunity is to end this lease.

- **32 College Street (Montpelier)** – This new lease was not included in the Raw Data inventory or on the district maps. It is 11,400 sf occupied by DHR's Summit Education Program, which used to be in Waterbury, but is not planned to return. No opportunities have been identified for this site because it is a new lease.

- **7 GM Drive (Montpelier)** – This location is close to several State-owned properties with good access to the interstate. It is currently underutilized, with 9 workstations when 10-18 would be expected. Its major asset is a large number of parking spaces.
  - o One opportunity is to move the current user group (BGS Fleet) to 134 State Street if the Information Center is moved, or elsewhere in the Complex near other BGS user groups. Parking spaces for the fleet would need to be found.
  - o Another opportunity is to use this space for temporary occupancy.
  - o One opportunity is to purchase this property. According to Property Management, the primary obstacle to this is GMP's need to retain capital assets.
  - o Another opportunity is to end this lease.

- **89 Main Street (Montpelier)** – This is a large space (currently 145 workstations) which is currently being efficiently used. There is sufficient room for growth. Some user groups are independent entities; some are part of the Secretary of State.
  - One opportunity is to move SOS user groups elsewhere in the capital district to be closer to other SOS staff. (32 workstations)
  - One opportunity is to move some or all of these workstations into the Complex if new workspace is added.

- **National Life buildings** – These spaces are some of the most efficiently used in the State's inventory. The large capacity makes it possible for most of three agencies to be located here. Some efficiency is lost from the distance of Dewey from other leased space at National Life.
  - No opportunities were explored for this property.
  - Property Management recommends exploring the purchase of the entire National Life campus.

- **81-83 River Street (Montpelier)** – This small space is underutilized with 11 workstations where 14-25 workstations are possible. At this time one user group, AHS Guardian Services is not planned to move to Waterbury. The remaining users are two DOL groups, a total of 5 part-time workstations.
  - There is an opportunity to end these leases if the user groups are relocated.

- **100 State Street (Montpelier)** – This space is well located near the Complex and parking. At the time of inventory, occupying user groups were all being moved out of the district or being terminated. Since the inventory, the regional office of three AHS groups has occupied this space. Indefinitely 4 full-time staff and 3 part-time staff will occupy 7 workstations total in 1,885 sf.
  - There may be an opportunity to co-locate this user group with a group with a similar purpose.
  - If this group is relocated, there is an opportunity to end this lease.

- **City Place (Barre)** – This is a new lease, and it is well utilized. There is sufficient room for growth. One user group, AHS, is located in an essential proximity to the Barre Courthouse.
  - As a long term plan, there is an opportunity to move Education back to the Complex. A significant new building (180 workstations) would be required.

- **Harry's (Berlin)** – This is a medium sized collection of leases, currently 38 workstations. The space is well utilized; a range of 30-55 workstations is possible. Two tenants are in the process of relocating, AHS to Waterbury and DII to the Capitol Complex. The remaining two tenants, Lottery and DFS (of DPS), are both independent user groups. It should be noted that DFS has high parking requirements and a public conference/training room. The Lottery has high customer traffic for ticket sales and substantial warehouse space.
  - This location appears to be ideal for the Lottery's functions.
  - One opportunity is to move DFS (21 workstations) to Waterbury with other Public Safety functions.

GENERAL STRATEGIES

The following are some considerations for strategic planning:

- Cluster related user groups in appropriately sized buildings for maximum productivity.

- Where appropriate, evolve towards open work spaces with a diverse inventory of meeting spaces and conference rooms, which are strategically placed for maximum use.

- Evolve towards minimal file storage space in office buildings, using the archives in Middlesex, other remote storage, and digital technology.

- Continue to move special functions such as warehouses to locations that suit their needs best.

- Locate flex space in strategic locations for swing space (use in construction or renovation), seasonal or other short-term use, and unplanned growth of individual departments or agencies.

- Continue to research alternative work approaches that both appeal to a younger workforce and increase efficiency. Consider offering incentives to agencies who implement these approaches.

- Implement building-based management for utilities, maintenance, and long-term (capital) planning.
  - Implement building information modeling software program (such as Revit) for space tracking and planning. For example, parts of this report (such as the user group and density maps) could be manipulated by BGS with this software.
  - Develop a strategy for determining life expectancy for all state owned buildings in order to apply life cycle cost analysis in project planning.
  - Continue to refine space benchmarks for the State of Vermont. Survey user groups and study the office space patterns at National Life to understand how the increased density and change in office space pattern is performing for the State of Vermont.

- Encourage or require all agencies and programs to adopt long-range strategies for staffing and office space needs. Although each agency was specifically asked about their future space needs, few of the agencies could define their own 10-year plan for space. The task of projecting future space use is difficult given the political nature of their mission, funding and existence, but institutionalizing business-like planning will possibly help reduce crises of mission change.

- Manage the pressure on the Capitol Complex for parking, infrastructure, and flood zones.

- Continue to steward the core buildings of the Capitol Complex.

FURTHER THOUGHTS & CONCLUSIONS

Act 178 directed the Vermont Department of Buildings and General Services to conduct an evaluation for the full and efficient occupancy of State owned and leased buildings in Montpelier, Barre, Berlin, and Middlesex. These findings should supply the background and foundation for the State's future capital planning in this district.

In summary the findings show 52% of the State's office space in this district is underutilized. One quarter of the buildings yield as many workstations as a modern office building if existing office space were fully occupied; the others are hindered by inefficient circulation (in particular 110 and 133 State Street) or special functions such as library space, conference rooms, and the State Information Center.

The Observations & Strategies section described new ideas for nearly every owned or leased property in the capital district. In closing, this report offers a framework for strategic planning as well as some suggestions for steps of action.

1. START WITH THE KNOWNS, WHICH ARE THE CORE BUILDINGS OF THE CAPITOL COMPLEX AND ESSENTIAL STATE FUNCTIONS.

A. Make the most out of each core building.

i. **ACTION STEP: Produce a conceptual design for 111 State Street's renovation that coincides with the recommendations of this report.**

B. Determine which user groups are essential in these buildings and further determine which user groups should be adjacent or somewhat close by. Plan occupancy with these priorities.

i. **ACTION STEP: (Legislative) Study how to improve office areas that do not meet BGS Guidelines.**

ii. **ACTION STEP: (Judiciary) Consolidate staff from 112 State Street into 111 State Street.**

iii. **ACTION STEP: (Executive) Evaluate options to improve the adjacency of all Agency of Administration user groups.** AOA is the last agency to be consolidated. One department in this agency, BGS, is particularly spread out.

1. **In this study, evaluate how best to consolidate BGS user groups.**
2. **Also evaluate how to consolidate BGS Maintenance functions and workspace.**

iv. **ACTION STEP: Consider whether it is worth building out one or more Complex properties to accomplish staff efficiencies and to provide needed support (like parking).**

2. CLARIFY THE STATE'S STRATEGY FOR THE GATEWAYS OF THE COMPLEX.

A. Determine if the Complex's east entrance is to be the primary public entrance.

i. **ACTION STEP: Conduct a study for 110 State Street to compare two or three likely uses.**

B. (A) will determine the best role of the west entrance and therefore what functions should be located here.

i. **ACTION STEP: Create a conceptual design for 144 State Street, possibly with 146 State Street, a property owned by VSECU.**

3. DETERMINE WHAT OTHER BUILDINGS AND LANDS ARE FULLY USABLE, AND DISPOSE OF THOSE THAT ARE NOT.

A. Clearly some properties in the State's inventory are underutilized. There is a clear opportunity to "right size" Vermont's government with appropriate inventory.

i. **Determine what covenants and easements are needed or recommended if the following properties are sold: 6 Baldwin, 9 Baldwin, 10 Baldwin, 12 Baldwin, 13 Baldwin, 14-16 Baldwin, 110 State, 132 State, 134 State, 136 State, 144 State, 13-15 GM Drive, 26 Terrace, the Berlin Regional Library, and possibly the Middlesex Barracks. Additionally, for State Street properties determine how much land and parking must be conveyed if these properties are sold.**

ii. **ACTION STEP: Do a market analysis (appraisal) for each property. These market analyses should adjust for any restrictions listed recommended in (3.A.i).**

4. SEPARATE VERMONT PRINCIPLES OF DEMOCRACY, SUCH AS A SIMPLE GOVERNMENT THAT IS EASILY VIEWED, FROM NOSTALGIA AND HABIT.

A. There is no requirement to keep non-essential occupants in their current location. In some cases it may be preferable to move an occupant rather than to add onto a building.

B. State functions with heavy public traffic and warehouses do not belong in the Capitol Complex where land and built space is at a premium. Locating the Lottery in a nearby site with good visibility and inexpensive space is a great example of an appropriate location.

i. **ACTION STEP: Determine a location for DMV counter services that best meets its needs.**

ii. **ACTION STEP: Determine a location for DLC that best meets its needs.**

5. WHEREVER POSSIBLE, SHARE SUPPORT SPACES.

A. Because space is at a premium in the Complex, conference rooms and other support spaces should be used by as many groups as possible, and built in clusters. One good example is how the cafeterias at 133 State and 115 State serve many buildings.

6. CO-LOCATE ALLIED USER GROUPS WHEREVER POSSIBLE.

A. Great effort has been made since 2011 to co-locate user groups of each Vermont agency.

i. **ACTION STEP: Where noted in this report, evaluate possibilities to further co-locate user groups of departments and agencies.**

B. Identify shared functions and missions between user groups of different agencies, and seek to co-locate these groups. One recent example of this efficiency is the laboratory for ANR and AAFM. Two examples of possible future efficiencies are services for the blind (served by both Libraries and AHS) and workforce training (served by DOL, DHR, and possibly AHS).

i. **ACTION STEP: Evaluate co-locating independent boards, commissions, and departments into one building.**

7. DEVELOP A CLEAR LONG TERM POLICY SO THAT SHORT TERM DECISIONS SUPPORT IT.

A. There is a considerable cost to incremental space management. For instance, moving a user group into a building that will be renovated in 2 years actually triggers three moves.

B. Develop swing space for unexpected and short-term needs.

C. Encourage or require all agencies and programs to adopt long-term strategies for staffing and office space. Established strategies may help groups respond to legislative changes as well as facilitate long-term space planning.

8. OVER TIME, MOVE LONG-TERM LEASED SPACE OCCUPANTS INTO OWNED SPACE.

A. Two-thirds of all leases in this district are 19% to 31% higher than the State's cost to operate owned property. Currently, no leased property is available for purchase.

i. ACTION STEP: Develop a strategic plan to move occupants out of leased space in the next ten years.

B. Leased space remains a good option for short term occupancy.

9. IMPLEMENT NEW TECHNOLOGIES FOR UTILITIES, MAINTENANCE, AND LONG-TERM (CAPITAL) PLANNING.

A. Building information modelling (BIM) software (for example, Revit) can be used for space tracking, renovation cost estimating, maintenance scheduling, enhanced energy monitoring, and many other purposes. It is the base system of nearly all new building design.

i. ACTION STEP: Purchase Revit for at least one station in BGS Engineering.

ii. ACTION STEP: Develop a training plan for BGS drafting staff.

10. INTEGRATE LIFE EXPECTANCY AND LIFE CYCLE COST INTO LONG-TERM (CAPITAL) PLANNING.

A. This is already mandated by statute for new construction and energy retrofits, but increasingly it will be possible to build the State's capital plan using data for existing buildings and their components.

In closing, this report was an unprecedented effort to use new technology (Revit) to create a detailed database for the State of Vermont's property in the capital district, as well as planning tools that might derive from this information. In a way this entire report is a first step in regularizing and institutionalizing the State's property management and strategic planning for its real assets. It is sincerely hoped that this report gives State administration the depth of data it needs, plus summaries and analyses for easy use. Moreover it is hoped the maps and property table are a useful first step towards twenty-first century space planning.

REFERENCES

The following documents were helpful in writing this report:

Vermont Agency of Administration: Space Management Guidelines, 2013 edition

U.S. General Services Administration, Office of Government Policy, Office of Real Property: Office Space Use Review, 1997

U.S. General Services Administration, Office of Government-wide Policy, Office of Real Property Management: Workspace Utilization and Allocation Benchmark, 2011

U.S. General Services Administration, Public Buildings Service & Gensler: Circulation Defining and Planning, 2012

Property Table
& District Maps

INTRODUCTION AND DEFINITIONS

CAPITAL DISTRICT PROPERTY TABLE

The building summary table is meant to be a working document that can be updated periodically by BGS. It is a report from the Revit file, so it is tied to the Master Spreadsheet.

Property Identification

- Location – Indicates that the property is within the Capitol Complex or outside of the Complex in Montpelier, Barre, Berlin, or Middlesex.
- Address – Streets are listed first, then building number.
- Building Name – Some of the district's buildings are known by a name.

General Information

- Lot Size – this data was taken from City of Montpelier data records and/or the BGS Space Book. These numbers sometimes conflict.
- Parking Spaces – were taken from BGS maps.
- Gross Building Area – This information was taken directly from the BGS Space Book.
- Other Factors
    - Landmark Buildings – cultural and functional assets with historic stature that the State will maintain in perpetuity.
    - Historic Building – Properties that contribute to the National or State Historic Register.
    - Flood Zone – The State's policy is to construct new buildings and to protect old ones to 6" above the 500-year flood elevation. This was taken from FEMA's Flood Insurance Rate Maps (FIRM).

Office Space Analysis

- Building's Net Office Area – This is the sum of all user group office areas (from the Master Spreadsheet) in each building.
- Building's Target Range for Workstations- The target range is 93 sf/workstation to 170 sf/workstation, based on the first standard deviation (68% of all data).
- Current Number of Workstations – The sum of all workstations in each building. A workstation is one desk or other place a person does work, plus a portion of the shared space of that office area.
- Current Net Office Area per Workstation – Each building's averaged net area for each workstation.

- Office Utilization Rating, Based on Standard Deviation –
    - "Well used" buildings, defined as average workstation size of 93 – 170 sf, were coded green.
    - "Overused" buildings, defined as average workstation size of less than 93 sf, were coded yellow.
    - "Underused" buildings, defined as average workstation size of more than 170 sf, were coded red.
- Office Utilization Rating, Based on GSA Benchmark –
    - "Well used" buildings, equal to GSA's benchmark of 125 sf/workstation, were coded green.
    - "Overused" buildings, with average workstations less than 125 sf, were coded yellow.
    - "Underused" buildings, with average workstations over 125 sf, were coded red.

Building Space Analysis

- Type of Support Area – The presence of typical office support (copy space, break space, files) and conference/meeting space is noted. Any special functions in each building are identified.
- Net support area – is the sum of all typical support space, conference/meeting space, and special functions.
- Net Unfinished / Vacant area – is an area such as unfinished attic space or areas that are otherwise unoccupied. These areas have the potential to be finished and used. Unfinished areas that cannot meet BGS Design Standards, such as dark/damp basements, are excluded from this figure.

Spatial Efficiency

- Net Usable Area – is the sum of net support are and net unfinished/vacant area.
- Adjusted Gross Building Area-SF - Unfinished areas that cannot meet BGS Design Standards, such as dark/damp basements, were removed from the Gross Building Area.
- Net Usable Area/Adjusted Gross Building Area – This ratio is typically called the "net to gross ratio" and is a common means of comparing building efficiency.
- Building Utilization Rating, Based on First Standard Deviation – In this self-referential comparison, the first standard deviation (68% of all data, 50 to 69% usable) was called "well used."
    - Buildings with more than 69% usable space were coded green.
    - Buildings with 50% to 69% usable space were coded yellow.
    - Buildings with less than 50% usable space were coded red.

- Building Utilization Rating, Based on GSA Benchmark –
    - All buildings over the GSA net-to-gross benchmark of 75% usable space were coded green.
    - All buildings under the GSA net-to-gross benchmark of 75% usable space were coded red.

Property Condition Analysis

- Total energy used annually, in MMBTU; provided by BGS where monitoring data was available.
- Energy Usage Index (EUI) – This ratio of annual MMBTU used per Adjusted GBA is a measure of energy efficiency.
    - Buildings with an EUI lower than 15 MMBTU/Adj GBA were coded green.
    - Buildings with an EUI between 16 and 89 MMBTU/Adj GBA were coded yellow.
    - Buildings with an EUI above 90 MMBTU/Adj GBA were coded red.
- Facility Condition Rating – Each building's was condition was assessed as a measure of whether work is needed to bring it to BGS Design Standards. Routine maintenance (such as roof replacement) is not included here.
    - Buildings with no major maintenance needed in the next ten years were coded green.
    - Buildings needing major maintenance in five to ten years were coded yellow.
    - Buildings needing immediate major maintenance in less than five years were coded red.
- Minimum Relative Cost to Upgrade to BGS Standards – Very rough costs in 2015 dollars were developed either by walkthrough or using existing reports. Where available EMG reports were referenced and appended in the Raw Data section. This data is preliminary and should be updated as more comprehensive information becomes available.

Current Value

- Assessed Value in 2015$ -- Where available, current City values for each property are included.
- Cash Value in 2015$ -- Risk Management supplied the State's insured values.
- Replacement Value in 2015$ -- Risk Management supplied the State's insured values.

Build Out Analysis

- Build-Out Description– Opportunities for further build-out are very briefly described. Further information is detailed in the Raw Data section by property, and summarized in the Findings section under "Property Efficiency: Build-Out Opportunities."
- Minimum Project Cost of Build Out in 2015$ -- The values used were:
    - Landmark - $500/sf new construction; $400/sf renovation
    - Complex - $350/sf new construction; $300/sf renovation
    - Central Vermont - $325/sf new construction; $250/sf renovation

- Minimum Project Cost per Workstation in 2015 dollars – This ratio compares the cost by workstation yielded for each build-out opportunity.
- Net Workstations – The number of workstations each opportunity yields was calculated at the ratio of 4.4 workstations per 1,000 gross square feet (GSF).
- Net Parking Spaces – Where relevant, the net additional parking spaces or the net negative parking spaces (-) was determined.

Observations and Strategies

- Observations – Black River Design's comments on the relative condition, efficiency and use of each property.
- Strategy 1 – Black River Design's recommendation if following a strategy of limiting office space in the Capitol Complex.
- Strategy 2 – Black River Design's recommendation if following a strategy of optimizing office space in the Capitol Complex.

DISTRICT AGENCY/DEPARTMENT MAP

The District Agency/Department Map shows of user group locations for each agency and department in the capital district. While all agencies have a single color, the Agency of Administration and Elected Officials are coded by their departments or offices with a different hatch pattern in the agency's color.

DISTRICT SPACE UTILIZATION MAP

The District Space Utilization Map shows the density of each user group in the greater capital district. Color coding is based on the first standard deviation of all data and matches the Property Table:

- "Well used" buildings, defined as average workstation size of 93 – 170 sf, were coded green.
- "Overused" buildings, defined as average workstation size of less than 93 sf, were coded yellow.
- "Underused" buildings, defined as average workstation size of more than 170 sf, were coded red.

> 170 SF / wkstn	93-170 SF / wkstn	< 93 SF / wkstn
> 125 SF / wkstn	= 125 SF / wkstn	< 124 SF / wkstn

≥ 70% Usable	
51% - 69% Usable	
≤ 50% Usable	≤ 74% Usable

High Energy Efficiency	Good Condition
Average Energy Efficiency	Fair Condition
Low Energy Efficiency	Poor Condition

1. Facility Assessment Cost provided by BGS from previous cost estimates.
2. Facility Assessment Cost provided by BRD.
3. Facility Assessment Cost provided by EMG.
4. Minimum Project Cost provided by BGS

◆ Buildings scheduled to be assessed by EMG.

BGS cost to own/operate in the Complex (fee for space), $$/sf.

Property Identification			General Information						Office Space Analysis					Building Space Analysis									Property Condition Analysis					Current Value			Build Out Analysis														Observations & Strategies		
						Other Factors								Type of Support Space					Spatial Efficiency												Build Out #1					Build Out #2										
Location	Address	Name	Lot size-acres (from city records)	Parking spaces (provided by BGS)	Gross Building Area-SF (BGS Space Book)	Landmark building	Historic	Flood zone	Net Office area-SF of Workstations	Target Range for # of Workstations (based on standard deviation, 93-170 SF/Workstation)	Current # of Workstations	Current Net Office area per workstation (average for building)	Office Utilization Rating (based on Standard Deviation)	Office Utilization Rating (based on GSA Benchmark)	Office Support (includes copy, break, files)	Conference Rooms (includes dedicated and shared)	Other Support Space	Net Support area-SF (includes SF of Office Support, Conference, & Other)	Net Unfinished/Vacant area-SF (excludes unfinished basements)	Net usable area-SF = office + office support + unfinished + vacant area	Adjusted Gross Building Area-SF (provided by BGS)	Net Usable Area / Adjusted Gross Building Area (Net-to-Gross Ratio)	Building Utilization Rating (based on Standard Deviation)	Building Utilization Rating (based on GSA Benchmark)	Total MMBTU (provided by BGS)	EUI: KBTU / AdjustedGross Building Area	EUI Rating	Facility Condition Rating	Minimum project cost to bring to BGS Standard, 2015 $	Assessed Value, 2014 $ (From City Records)	Cash Value, 2015 $ (From Risk Management)	Replacement Value, 2015 $ (From Risk Management)	Build Out #1 description	Minimum project cost of Build Out #1, 2015 $ (Note 4)	Minimum project cost per workstation, 2015 $ (based on 225 GSF/Workstation)	Net Workstations (+/-) (based on 225 GSF/Workstation)	Net Parking Spaces (+/-)	Build Out #2 description	Minimum project cost of Build out #2, 2015 $ (Note 4)	Minimum project cost per workstation, 2015 $ (based on 225 GSF/Workstation)	Net Workstations (+/-) (based on 225 GSF/Workstation)	Net Parking Spaces (+/-)	Observations	Strategy #1 - Limit office space in the Capitol Complex	Strategy #2 - Optimize office space in the Capitol Complex
Complex	Baldwin 01	-	0.27	4	7,952	-	X	-	3,165	19-34	25	127	●	●	X	X	-	645	0	3,810	6,240	61%	●	●	22	4	●	●	$225,000 (Note 1)	$470,900	$445,200	$1,271,900	-	-	-	-	-							Building has average efficiency but is historic and very prominently located.	Retain	Retain
Complex	Baldwin 03	(Lot)	0.27	27	0	-	X	-	-	-	0	0	-	-	-	-	Parking	-	-	-	0	-	-	-	-	-	-	-	-	$20,600	-	-	New 5,140 SF building	$1,799,000	$78,750	23	(15)					-	Retain	Retain and build new
Complex	Baldwin 05	(Lot)	0.43	34	0	-	X	-	-	-	0	0	-	-	-	-	Parking	-	-	-	0	-	-	-	-	-	-	-	-	$3,200	-	-	New 5,140 SF building	$1,799,000	$78,750	23	(10)					-	Retain	Retain and build new
Complex	Baldwin 06	-	-	0	24,186	-	X	-	7,850	46-84	61	129	●	●	X	X	Library	6,195	0	14,045	24,186	58%	●	●	654	27	●	●	◆	$2,453,800	$2,306,500	$5,125,500	-	-	-	-	-							Building has average efficiency but is historic and very prominently located.	Retain	Retain or repurpose and add on
Complex	Baldwin 09	-	0.39	6	3,023	-	X	-	915	5-10	10	92	●	●	-	X	-	120	95	1,130	2,122	53%	●	●	165	78	●	●	-	$263,100	$172,400	$492,500	-	-	-	-	-							Building has poor efficiency but is historic and in a good location.	Retain and Repurpose	Retain
Complex	Baldwin 10	-	0.45	8	6,310	-	X	-	2,200	13-24	13	169	●	●	X	X	-	430	410	3,040	4,567	67%	●	●	549	120	●	●	$200,000 (Note 1)	$295,900	$403,300	$1,152,200	-	-	-	-	-							Building has poor efficiency but is historic and in a good location.	Retain and Repurpose	Retain
Complex	Baldwin 12	-	0.11	0	4,928	-	X	-	1,275	8-14	8	159	●	●	-	X	-	230	705	2,210	3,168	70%	●	●	311	98	●	●	$150,000 (Note 1)	$273,500	$305,600	$679,100	-	-	-	-	-							Building is reasonably efficient, historic	Retain and Repurpose	Retain
Complex	Baldwin 13	-	0.19	3	3,374	-	X	-	555	3-6	3	185	●	●	X	X	-	1,130	0	1,685	2,703	62%	●	●	221	82	●	●	$336,000 (Note 2) ◆	$226,400	$215,100	$614,500	-	-	-	-	-							While the building is reasonably efficient it is in poor condition. It is small and at the edge of the Capitol Complex. The site is small and the building is historic. it is unlikely that the building can be economically re-used, refurbished or removed.	Release	Retain or Repurpose
Complex	Baldwin 14-16	-	0.19	3	6,525	-	X	-	2,245	13-24	19	118	●	●	X	X	-	1,030	880	4,155	4,940	84%	●	●	447	90	●	●	-	$816,500	$606,100	$1,236,900	-	-	-	-	-							While the building is reasonably efficient it is in poor condition. It is small and at the edge of the Capitol Complex. The site is small and the building is historic. it is unlikely that the building can be economically re-used, refurbished or removed.	Release	Retain and Repurpose
Complex	Gov. Aiken 02	-	incl. elsewhere	21	11,541	-	X	-	4,825	28-52	32	151	●	●	X	X	-	135	0	4,960	8,950	55%	●	●	89	10	●	●	◆	$878,900	$938,100	$1,914,500	On grade parking off Baldwin St with retaining wall	$200,000	-	-	16	-	-	-	-	-	Building has poor efficiency but is historic and very prominently located. Expansion into basement would be prohitively expensive at this time.	Retain	Retain
Complex	Gov. Aiken 04	-	incl. elsewhere	0	5,732	-	X	-	2,485	15-27	14	178	●	●	X	-	Plan Room	955	0	3,440	4,722	73%	●	●	57	12	●	●	-	$472,700	$537,800	$1,014,800	-	-	-	-	-	-	-	-	-	-	-	Building is reasonably efficient, historic, and prominently located.	Retain	Retain
Complex	State 109	Pavilion	incl. in 115	5	124,188	X	X	X	33,920	200-365	245	138	●	●	X	X	Museum, Library, Governor Suite	33,775	0	67,695	124,188	55%	●	●	404	3	●	●	$6,208,400 (Note 3)	$16,483,600	$21,457,400	$36,368,400	-	-	-	-	-	-	-	-	-	-	-	State Landmark. Follow an aggressive maintenance plan and make all possible efficiency improvements. Basement should be abandoned or flood proofed.	Retain	Retain and Repurpose
Complex	State 110	-	0.16	1	14,910	-	X	X	4,010	24-43	23	174	●	●	X	X	-	755	0	4,765	10,200	47%	●	●	not avail.	-	-	●	$1,925,000 (Note 2) $1,767,100 (Note 3)	$973,400	$902,300	$2,578,100	-	-	-	-	-	-	-	-	-	-	-	Building extremely inefficient and will be very costly to renovate for office use.	Release or Repurpose	Retain and Repurpose
Complex	State 111	Supreme Court	incl. in 115	0	46,672	X	X	X	8,335	49-90	53	157	●	●	X	X	Library, Court	19,465	0	27,800	46,672	60%	●	●	not avail.	-	-	●	◆	$7,459,900	$6,903,600	$16,437,100	Demo existing stack mezzanines and re-build 1 floor, 10,220 SF renovation	$4,088,000	$90,000	45	-	Complete interior demo and rebuild 3 floors that do not align with existing, 14,100 SF renovation	$5,640,000	$90,000	63		Building has poor efficiency as general office space but is connected to the supreme court. Strategy 1 and 2: Expand supreme court into library functions move library to less central, less expensive storage space outside the capital district. Note that the buildings net to gross ratio will be poorer after removal of the stack floors.	Retain and Renovate	Retain and Renovate
Complex	State 112	Chittenden Bank Condo	condo	0	22,350	-	-	x	13,725	81-148	106	129	●	●	X	X	Court	3,180	0	16,905	22,350	-	-	-	326	15	●	●	-	$7,261,400	$1,619,700	$1,861,700	-	-	-	-	-	-	-	-	-	-	-	Floors 2-4 Owned Condo Floor 5 Lease expires 2019. $79,650 full service. $16/sf. Not Studied	Retain	Retain and Repurpose
Complex	State 115	State House	2.327	125	68,988	X	X	-	4,605	27-50	41	112	●	●	-	X	Committee Meeting Rooms	2,890	0	7,495	47,324	-	-	-	197	4	●	●	-	$24,151,800	$24,056,400	$46,262,400	2 story, 4,182 SF addition to connect State House and Baldwin 01	$2,091,000	$112,500	19	-	-	-	-	-	-	State Landmark. Not studied.	Retain	Retain and add space
Complex	State 116	Ag	incl. in 120	17	22,788	X	X	X	6,760	40-73	75	90	●	●	X	X	-	2,280	2,230	11,270	22,788	49%	●	●	not avail.	-	-	●	◆	$2,632,800	$1,635,700	$4,673,500	-	-	-	-	-	-	-	-	-	-	-	State Landmark. Follow an aggressive maintenance plan and make all possible efficiency improvements. Basement should be abandoned or flood proofed.	Retain	Retain
Complex	State 118	Veterans	incl. in 120	4	5,327	-	X	X	1,470	9-16	10	147	●	●	X	-	-	785	0	2,255	4,394	51%	●	●	not avail.	-	-	●	$125,000 (Note 1)	$309,500	$273,200	$780,600	-	-	-	-	-	-	-	-	-	-	-	Building is a small relatively inefficient historic office building in the flood zone. Given the cost of improvements, and number of constraints it may be best to repurpose the building.	Retain or Repurpose	Retain or Repurpose
Complex	State 120	-	5.41	17	75,672	X	X	X	31,090	183-334	227	137	●	●	X	X	Maintenance, Mailroom	8,205	12,655	51,950	75,672	69%	●	●	4320	57	●	●	$11,200,000 (Note 1) $3,159,216 (Note 3)	$10,817,900	$10,679,900	$20,538,300	-	-	-	-	-	-	-	-	-	-	-	State Landmark. Follow an aggressive maintenance plan and make all possible efficiency improvements. Basement should be abandoned or flood proofed.	Retain	Retain
Complex	State 122	Heat Plant	incl. in 120	10	5,276	-	-	X	-	-	0	0	-	-	-	-	Heat Plant	-	-	-	5,276	-	-	-	not avail.	-	-	-	-	$888,300	$15,178,800	$17,446,900	-	-	-	-	-	-	-	-	-	-	-	Not studied	Retain	Retain
Complex	State 126	Legions	incl. in 120	31	7,375	-	X	X	1,615	10-17	12	135	●	●	X	X	-	2,205	0	3,820	6,110	63%	●	●	not avail.	-	-	●	◆	$421,300	$442,600	$1,264,600	-	-	-	-	-	-	-	-	-	-	-	Building is a small relatively inefficient historic office building in the flood zone. Given the cost of improvements, and number of constraints it may be best to repurpose the building for non office use.	Retain and Repurpose	Retain and Repurpose
Complex	State 128	SOS	incl. in 120	20	9,250	-	X	X	3,695	22-40	26	142	●	●	X	X	-	1,505	0	5,200	7,076	73%	●	●	not avail.	-	-	●	-	$1,083,000	$975,200	$2,167,100	-	-	-	-	-	-	-	-	-	-	-	Building is a small relatively inefficient historic office building in the flood zone. Given the likely cost of improvements, and number of constraints it may be best to repurpose the building for non office use.	Retain and Repurpose	Retain and Repurpose
Complex	State 130	(Lot)	incl. in 120	70	-	-	-	X	-	-	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	$5,600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Property Identification			General Information				Other Factors			Office Space Analysis					Building Space Analysis			Spatial Efficiency					Property Condition Analysis			Current Value			Build Out Analysis			Build Out #2				Observations & Strategies		
Location	Address	Name	Lot size-acres (from city records)	Parking spaces (provided by BGS)	Gross Building Area-SF (BGS Space Book)	Landmark building	Historic	Flood zone	Net Office area-SF of Workstations	Target Range for # of Workstations (based on standard deviation, 93-170 SF/Workstation)	Current # of Workstations	Current Net Office area per workstation (average for building)	Office Utilization Rating (based on Standard Deviation)	Office Utilization Rating (based on GSA Benchmark)	Office Support (includes copy, break, files)	Conference Rooms (includes dedicated and shared)	Other Support Space	Net Support area-SF (includes SF of Office Support, Conference, & Other)	Net Unfinished/Vacant area-SF (excludes unfinished basements)	Net usable area-SF = office + office support + unfinished + vacant area	Adjusted Gross Building Area-SF (provided by BGS)	Net Usable Area / Adjusted Gross Building Area (Net-to-Gross Ratio)	Building Utilization Rating (based on Standard Deviation)	Building Utilization Rating (based on GSA Benchmark)	Total MMBTU (provided by BGS)	EUI: KBTU / AdjustedGross Building Area	EUI Rating	Facility Condition Rating	Minimum project cost to bring to BGS Standard, 2015 $	Assessed Value, 2014 $ (From City Records)	Cash Value, 2015 $ (From Risk Management)	Replacement Value, 2015 $ (From Risk Management)	Build Out #1 description	Minimum project cost of Build Out #1, 2015 $ (Note 4)	Minimum project cost per workstation, 2015 $ (based on 225 GSF/Workstation)	Net Workstations (+/-) (based on 225 GSF/Workstation)	Net Parking Spaces (+/-)	Build Out #2 description	Minimum project cost of Build out #2, 2015 $ (Note 4)	Minimum project cost per workstation, 2015 $ (based on 225 GSF/Workstation)	Net Workstations (+/-) (based on 225 GSF/Workstation)	Net Parking Spaces (+/-)	Observations	Strategy #1 - Limit office space in the Capitol Complex	Strategy #2 - Optimize office space in the Capitol Complex
Complex	State 132	Auditor	incl. in 120	32	4,260	-	X	X	1,720	10-18	15	115	●	●	X	-	-	115	0	1,835	3,035	60%	●	●	not avail.	-	-	-	-	$306,000	$250,600 + $31,700 for Shop/Storage	$716,100 + $90,500 for Shop/Storage	Attic Renovation, 1,077 SF	$323,100	$67,500	5	-	Addition, 2 story, 2,064 SF (1,200 SF of office space with 864 SF garage)	$722,400	$135,450	5	-	Building is a small relatively inefficient historic office building in the flood zone. Given the likely cost of improvements, and number of constraints it may be best to repurpose the building for non office use.	Retain or Repurpose	Retain or Repurpose
Complex	State 133	-	2.9	26	103,160	X	X	X	32,085	189-345	291	110	●	●	X	X	Warehome Center	12,035	3,580	47,700	103,160	46%	●	●	1506?	146	●	●	-	$29,447,600	$25,314,800	$41,152,900	Maint. Shop, 6,000 SF	$2,100,000	-	-	-	-

| Property Identification | | | | General Information | | | | Other Factors | | | Office Space Analysis | | | |

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north

AGENCY

- (AAFM) AGENCY OF AGRICULTURE, FOOD, & MARKETS
- (AGO) OFFICE OF THE ATTORNEY GENERAL
- (AUD) OFFICE OF THE STATE AUDITOR
- (GOV) GOVERNOR
- (SOS) OFFICE OF THE SECRETARY OF STATE
- (TREAS) OFFICE OF THE STATE TREASURER
- (AHS) AGENCY OF HUMAN SERVICES
- (AOT) AGENCY OF TRANSPORTATION
- (IND) INDEPENDENT DEPARTMENTS & PROGRAMS
- (BGS) DEPARTMENT OF BUILDINGS & GENERAL SERVICES
- (DHR) DEPARTMENT OF HUMAN RESOURCES
- (DII) DEPARTMENT OF INFORMATION & INNOVATION
- (SEC) SECRETARY OF ADMINISTRATION
- DEPARTMENT OF FINANCE & MANAGEMENT
- DEPARTMENT OF LIBRARIES
- HEALTHCARE
- FINANCIAL SERVICES
- DEPARTMENT OF TAXES
- (JUD) JUDICIARY BRANCH
- (LEG) LEGISLATIVE BRANCH
- (ACCD) AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
- (ANR) AGENCY OF NATURAL RESOURCES
- (AOE) AGENCY OF EDUCATION
- SHARED SUPPORT
- VACANT

MIDDLESEX

MIDDLESEX - ROUTE 2 1078

26 TERRACE ST.

133 - PTH
133 - 5
133 - 4
133 - 3
133 - 2
133 - 1
133 - 0

115 - 4
115 - 3
115 - 2
115 - MZ
115 - 1

109 - 5
109 - 4
109 - 3
109 - 2
109 - 1
109 - 0

111 - 3
111 - 2
111 - 1
111 - 0

4 GOV. AIKEN
2 GOV. AIKEN

89 MAIN ST.
81-83 RIVER ST.

NAT. LIFE - MAIN
NAT. LIFE - DEWEY
NAT. LIFE - DAVIS

NATIONAL LIFE

15 GREEN MTN. DRIVE
13 GREEN MTN. DRIVE
7 GREEN MTN. DRIVE
5 GREEN MTN. DRIVE

GREEN MOUNTAIN DRIVE

10 TAYLOR

100

BARRE McFARLAND
BARRE CITY PLACE
BARRE COURT HOUSE

BARRE

BERLIN - LIBRARY
BERLIN - 302

BERLIN

AGENCY / DEPARTMENT LOCATIONS BY BUILDING

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

SPACE UTILIZATION
- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

MIDDLESEX

MIDDLESEX - ROUTE 2 1078

26 TERRACE ST.

133 - PTH

133 - 5

133 - 4

133 - 3

133 - 2

133 - 1

133 - 0

115 - 4

115 - 3

115 - 2

115 - MZ

115 - 1

109 - 5

109 - 4

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109 - 0

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BERLIN - LIBRARY

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BARRE

BARRE McFARLAND

BARRE CITY PLACE

BARRE COURT HOUSE

AGENCY SPACE UTILIZATION

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

References

INDEX TO REFERENCES

AGENCY/DEPARTMENT DIAGRAM

The Agency/Department Diagram was provided by BGS. It is a tree diagram showing the relationship and organization of the agencies and departments for the State of Vermont.

MASTER SPREADSHEET SORTED BY AGENCY/DEPARTMENT

The Master Spreadsheet is a working document of all the survey information gathered for this report. Each line item represents one user group[1] in a particular building on a particular floor, belonging to a specific department and agency. Data collected included contact information, location, and square footage of space. Full-time and other staffs are listed, and the number of workstations each group requires is also noted. When available, future staff growth is also listed. Respondents were also asked to rate their work area based on the amount of space available for their function. (Other qualities such as light and HVAC were not rated.) Additional respondent notes may be found in the last column.

MASTER SPREADSHEET SORTED BY LOCATION

The Master Spreadsheet was also sorted by location. Each office area used by one user group is identified by town, address, and floor.[2] The Spreadsheet lists the area (in square feet) of each office area as well as the agency, department, and sub-group that uses it. **The spreadsheets are also available as Excel files for future planning use.**

REPORT BY JOSH PARKER: SPACE DENSITY ANALYSIS TO DETERMINE "WELL-USED" SPACE

The methodology for determining "well used" space in the capital district is described in depth here. Data was compared with and without National Life, and it was decided to include National Life. It was further determined to use the first standard deviation (68% of all data) to define "well used." A histogram of all data revealed that the data was skewed, so the calculations for the first standard deviation were adjusted.

METHODOLOGY FOR CALCULATING BUILD-OUT YIELD IN EXISTING BUILDINGS

This describes the process and lists the data used to create the table on page 15 of the report.

CAPITOL COMPLEX ANALYSIS MAPS

The Capitol Complex Analysis Maps describe other factors that were considered when comparing State owned property in the Capitol Complex. These factors include landmark building status, view corridors to the State House dome, historic building status, location within the flood zone, existing parking lots, property available for further development, and sites considered for further build out in this report.

RAW DATA

The Raw Data is a selected portion of the gathered survey data for each property including an individual building user group map, an individual building utilization map, facilities assessment; build out options,

[1] A user group is defined as a program or collection of staff that need to work together, preferably near each other.
[2] Some user groups use more than one floor in a building. These office areas were kept separate for data purposes.

and survey forms. Each property section contains only the items that apply to that particular property. The raw data is organized by owned property (Complex, Montpelier, Barre, Berlin, & Middlesex), then leased property (Complex, Montpelier, Barre, Berlin, & Middlesex).

AS OF 10/20/15

LEGISLATIVE BRANCH

GENERAL ASSEMBLY

- JANET MILLER — SERGEANT AT ARMS
- LEGISLATIVE COUNCIL
- STEPHEN KLEIN — JOINT FISCAL COMMITTEE

EXECUTIVE BRANCH

- DOUG HOFFER — AUDITOR OF ACCOUNTS
- BETH PEARCE — STATE TREASURER
- PHIL SCOTT — LIEUTENANT GOVERNOR
- PETER SHUMLIN — GOVERNOR
  - EMERGENCY BOARD
  - MATTHEW VALERIO — DEFENDER GENERAL
  - JIM MONGEON — DEPARTMENT OF STATE'S ATTORNEYS AND SHERIFFS
- JIM CONDOS — SECRETARY OF STATE
- WILLIAM SORRELL — ATTORNEY GENERAL

JUDICIAL BRANCH

CHIEF JUSTICE PAUL L. REIBER

SUPREME COURT

~BOARD OF BAR EXAMINERS
~JUDICIAL CONDUCT BOARD
~JUDICIAL NOMINATING BOARD
~PROFESSIONAL CONDUCT BOARD
~STATUTORY REVISION COMMISSION

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- DISTRICT COURT
- SUPERIOR COURT
- PROBATE COURT
- FAMILY COURT

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- SCOTT GILES — VT STUDENT ASSISTANCE CORPORATION
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  - JEB SPAULDING — VT STATE AND COMMUNITY COLLEGES
- RICHARD DENNIS — TRUSTEES OF UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE
  - TOM SULLIVAN — UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE
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~ST. NATURAL RESOURCES CONSERVATION COUNCIL

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  - ~HUMAN RESOURCES INVESTMENT COUNCIL
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  - ~STATE CHAPTER 2 ADVISORY COMMITTEE
  - ~GOVERNOR'S ADVISORY COUNCIL ON ADULT EDUCATION
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  - JIM GIFFIN — DEPARTMENT OF LIQUOR CONTROL

~TEACHERS' RETIREMENT SYSTEM
~MUNICIPAL RETIREMENT SYSTEM
~STATE EMPLOYEES' RETIREMENT SYSTEM

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Janet Miller	Owned	Complex	State 116	0	1,185	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Weight room/Lab should be relocated
(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	Owned	Complex	State 116	1	410	0	0	0	0	0	n/a	n/a	n/a	
(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	Owned	Complex	State 116	1	100	100	1	1	0	0	2	0	7	
(AAFM) Agency of Agriculture, Food, & Markets	(ARMS) Agricultural Resource Manangement Services	(ARMS) Agricultural Resource Manangement Services	Marcey Hodgdon	Owned	Complex	State 116	1	1,520	72	18	18	14	3	27	5	1	10-12 field people use any open desk available when in office
(AAFM) Agency of Agriculture, Food, & Markets	Agricultural Development	Agricultural Development	Marcey Hodgdon	Owned	Complex	State 116	1.5	1,335	79	11	11	6	6	13	6	3	(4) PT, (2) hotel
(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	Owned	Complex	State 116	1.5	250	250	1	1	0	0	1	0	7	
(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	Owned	Complex	State 116	2	185	0	0	0	0	0	n/a	n/a	n/a	
(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	Owned	Complex	State 116	2	1,170	117	9	9	1	1	11	1	7	(1) PT
(AAFM) Agency of Agriculture, Food, & Markets	Agricultural Development	Agricultural Development	Marcey Hodgdon	Owned	Complex	State 116	2	240	120	2	2	0	0	3	0	3	
(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	Owned	Complex	State 116	3	90	0	0	0	0	0	n/a	n/a	n/a	
(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	Owned	Complex	State 116	3	280	93	2	2	1	1	2	1	7	(1) PT
(AAFM) Agency of Agriculture, Food, & Markets	(FSCP) Food Safety & Consumer Protection	(FSCP) Food Safety & Consumer Protection	Marcey Hodgdon	Owned	Complex	State 116	3	1,865	93	10	10	10	10	12	13	8	(1) PT, (8) hotel, (1) other, When Food Safety Modernization Act passes- will need more PT & hotel stations
(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 00	0	1,305	0	0	0	0	0	n/a	n/a	n/a	
(ACCD) Agency of Commerce & Community Development	(DHCD) Department of Housing and Community Development	Historic Preservation	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 00	0	100	100	1	1	0	0	1	0	5	Documents digitized by Nov 2016 & available 2016, space could accommodate (8) people, cold, mice
(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	775	0	0	0	0	0	n/a	n/a	n/a	
(ACCD) Agency of Commerce & Community Development	Administration	Administration	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	1,745	87	20	20	2	0	26	2	5	(2) interns, Staff projection Feb 2015, open concept is noisy, perimeter area not useful, need off site storage
(ACCD) Agency of Commerce & Community Development	(DHCD) Department of Housing and Community Development	Housing and Community Development	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	3,695	92	37	37	3	3	37	3	5	(1) pt & (2) interns, open concept is noisy, perimeter area not useful, need off site storage
(ACCD) Agency of Commerce & Community Development	(VDTM) Department of Tourism & Marketing	Tourism & Marketing	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	930	103	9	9	0	0	9	0	5	open concept is noisy, perimeter area not useful, need off site storage
(ACCD) Agency of Commerce & Community Development	(DED) Department fo Economic Development	Economic Development	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	1,645	103	15	15	1	1	20	1	5	(1) temp, open concept is noisy, perimeter area not useful, need off site storage
(ACCD) Agency of Commerce & Community Development	(VDTM) Department of Tourism & Marketing	Vermont Life	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Davis 06	6	1,205	121	9	9	0	1	9	0	5	(1) closed office, (1) floating cubicle, open concept is noisy, perimeter area not useful, need off site storage
(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	Leased	Montpelier	NL-Dewey 01	1	550	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	Human Services Board	Support	Janice Guy	Owned	Complex	Baldwin 14-16	2	170	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	Human Services Board	Human Services Board	Janice Guy	Owned	Complex	Baldwin 14-16	2	640	91	7	7	0	0	5	2	3	(2) FT hearing officers to be reduced to PT in July
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Catherine Harris	Leased	Barre	N Main 219	2	2,505	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DCF) Department of Children & Families	Family Services	Catherine Harris	Leased	Barre	N Main 219	2	3,815	91	31	31	13	11	DNK	DNK	7	(10) contractors share 9 stations, (2) pt share (1) office, interior offices not ideal- no windows
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cindy Gregoire	Leased	Barre	N Main 219	4	475	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DCF) Department of Children & Families	Child Support	Cindy Gregoire	Leased	Barre	N Main 219	4	1,700	131	11	11	1	2	DNK	DNK	8	(1) PT, (1) hotel station for visitors, open space not being utilized currently, small waiting with privacy issues
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Michael Sweeney	Owned	Barre	N Main 255	2	1,350	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DOC) Department of Corrections	(DOC) Department of Corrections	Michael Sweeney	Owned	Barre	N Main 255	2	590	118	4	5	0	0	DNK	DNK	8	community high school of vt, program may be eliminated

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Michael Sweeney	Owned	Barre	N Main 255	3	2,285	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DOC) Department of Corrections	(DOC) Department of Corrections	Michael Sweeney	Owned	Barre	N Main 255	3	2,865	77	29	34	3	3	DNK	DNK	8	(3) contract/community providers
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Wendy Madigan	Owned	Barre	Perry 05	1	1,835	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Wendy Madigan	Owned	Barre	Perry 05	1	2,070	115	17	17	1	1	DNK	DNK	4	(1) PT, conference does not accommodate staff, small waiting, noisy reception with shared copier
(AHS) Agency of Human Services	(DCF) Department of Children & Families	Economic Services	unknown	Owned	Barre	Perry 05	1	3,815	132	30	28	1	1	unknown	unknown	unknown	(1) PT
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Christine Johnson	Owned	Barre	Perry 05	2	2,490	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DVHA) Department of Vermont Health Access	(DVHA) Department of Vermont Health Access	unknown	Owned	Barre	Perry 05	2	235	78	3	3	0	0	unknown	unknown	unknown	
(AHS) Agency of Human Services	(DCF) Department of Children & Families	Economic Services	unknown	Owned	Barre	Perry 05	2	100	100	1	1	0	0	unknown	unknown	unknown	
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Wendy Madigan	Owned	Barre	Perry 05	2	305	102	3	3	0	0	DNK	DNK	4	no break area, limited storage
(AHS) Agency of Human Services	(VDH) Department of Health	Office of Local Health	Sash Bianchi	Owned	Barre	Perry 05	2	2,245	132	14	14	2	3	16	DNK	9	(2) PT, (1) floater station
(AHS) Agency of Human Services	Field Services	Field Services	Christine Johnson	Owned	Barre	Perry 05	2	280	280	1	1	0	0	unknown	unknown	unknown	
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Guardian Services	Gordon Bullard	Leased	Montpelier	River 81-83	1	700	117	5	5	0	1	5	1	n/a	(1) hotel station, no conference room
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Guardian Services	Gordon Bullard	Leased	Montpelier	River 81-83	1	600	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Amber Fulcher	Leased	Montpelier	State 100	2	270	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Adult Services	Amber Fulcher	Leased	Montpelier	State 100	2	140	70	1	1	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
(AHS) Agency of Human Services	Central Office	Central Office	Amber Fulcher	Leased	Montpelier	State 100	2	445	89	1	1	0	4	0	0	n/a	(4) hotel, moving to Waterbury 2016
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Assistive Technology	Amber Fulcher	Leased	Montpelier	State 100	2	245	123	1	1	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Amber Fulcher	Leased	Montpelier	State 100	2	790	158	2	2	0	3	0	0	n/a	(3) hotel, moving to Waterbury 2016
(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Multiple User Groups	Amber Fulcher	Leased	Montpelier	State 100	2	360	180	1	1	1	1	0	0	n/a	(1) PT, moving to Waterbury 2016
(AHS) Agency of Human Services	SerVermont	SerVermont	Jessica Mishaan	Owned	Complex	State 109	5	540	135	4	4	0	0	unknown	unknown	unknown	
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	Owned	Montpelier	Terrace 26	0	1,390	0	0	0	0	0	n/a	n/a	n/a	ample storage including high density files, break room not used
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Susanne Young	Owned	Montpelier	Terrace 26	1	65	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	Owned	Montpelier	Terrace 26	2	360	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DMH) Department of Mental Health	(DMH) Department of Mental Health	Cathy Deyo	Owned	Montpelier	Terrace 26	2	1,770	177	8	9	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	Owned	Montpelier	Terrace 26	3	120	0	0	0	0	0	n/a	n/a	n/a	
(AHS) Agency of Human Services	(DMH) Department of Mental Health	(DMH) Department of Mental Health	Cathy Deyo	Owned	Montpelier	Terrace 26	3	1,260	158	8	8	0	0	0	0	n/a	moving to Waterbury 2016, no fire exit,no fresh air, no bathroom
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Bob Hammerl	Leased	Montpelier	NL-Davis 00	0	400	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	Leased	Montpelier	NL-Davis 01	1	650	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	Leased	Montpelier	NL-Davis 01	1	6,560	96	58	60	6	8	58	6	3	(6) temps, (2) hotel, (2) vacant, limited break, community & large meeting areas
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	Leased	Montpelier	NL-Davis 02	2	1,240	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-National Life	Kim Royar	Leased	Montpelier	NL-Davis 02	2	3,355	88	32	32	6	6	37	DNK	6	(6) interns, lack of breakout rooms and storage
(ANR) Agency of Natural Resources	(FPR) Department of Forest, Parks & Recreation	FPR-National Life	Tracy Zeno	Leased	Montpelier	NL-Davis 02	2	3,575	97	30	32	5	5	DNK	DNK	5	(5) seasonal/temps, could use more focus rooms
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	Leased	Montpelier	NL-Davis 02	2	4,075	97	35	36	6	6	35	6	3	(6) temps, (1) vacant, limited break, community & large meeting areas
(ANR) Agency of Natural Resources	Central Office	Secretary, Management Services, Planning & Legal	Brenda Berry	Leased	Montpelier	NL-Davis 02	2	2,430	122	19	20	0	0	25	0	4	limited room for growth, limited focus, storage & conference, high traffic volume to garage/smoking
(ANR) Agency of Natural Resources	(IT) Information Technology	IT-National Life	Bob Hammerl	Leased	Montpelier	NL-Davis 06	6	1,830	87	19	20	1	1	DNK	DNK	7	(1) temp, limited room for growth
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Kim Royar	Leased	Montpelier	NL-Dewey 01	1	3,110	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	unknown	Leased	Montpelier	NL-Dewey 01	1	200	100	2	2	0	0	DNK	DNK	unknown	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Kim Royar	Leased	Montpelier	NL-Dewey 02	2	415	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-National Life	Kim Royar	Leased	Montpelier	NL-Dewey 02	2	780	98	5	5	3	3	DNK	DNK	unknown	(1-3) seasonal temps
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	Leased	Montpelier	NL-Main 01	1	100	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	Leased	Montpelier	NL-Main 01	1	1,880	72	19	20	6	6	19	6	3	(6) temps, (1) vacant, limited break, community & large meeting areas
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	Leased	Montpelier	NL-Main 02	2	630	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	Leased	Montpelier	NL-Main 02	2	11,095	77	125	136	6	9	155	6	3	(6) temps, (3) hotel, (11) vacant, limited break, community & large meeting areas
(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	Owned	Barre	Perry 05	0	2,310	0	0	0	0	0	n/a	n/a	n/a	
(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-McFarland	Kim Royar	Owned	Barre	Perry 05	0	1,275	128	6	6	3	4	9	n/a	9	(3) floaters, (1) seasonal
(ANR) Agency of Natural Resources	(FPR) Department of Forest, Parks & Recreation	FPR-McFarland	Tracy Zeno	Owned	Barre	Perry 05	0	2,075	148	12	12	2	2	DNK	DNK	9	(2) temps
(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-McFarland	Joanna Pallito	Owned	Barre	Perry 05	0	1,220	153	7	8	0	0	DNK	DNK	10	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Curator	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	1	465	116	2	2	2	2	2	2	6	(2) other
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Commissioner	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	1	1,295	162	7	7	1	1	8	1	7	(1) PT
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	1	35	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Engineering	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	2	1,735	158	11	11	0	0	13	1	7	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	2	100	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Engineering	Julie O'Tool Gutgsell	Owned	Complex	Gov Aiken 02	3	1,330	148	9	9	0	0	10	1	7	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Bill Laferriere	Owned	Complex	Gov Aiken 04	1	955	0	0	0	0	0	n/a	n/a	n/a	Plan room on 1st floor shared
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Property Management	Bill Laferriere	Owned	Complex	Gov Aiken 04	1	620	155	2	2	0	2	2	0	7	(2) hotel stations, 10 year projection dependent on own/lease arrangement
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Drafting	Bill Laferriere	Owned	Complex	Gov Aiken 04	2	885	177	5	5	0	0	5	0	7	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Property Management	Bill Laferriere	Owned	Complex	Gov Aiken 04	2	980	196	5	5	0	0	5	0	7	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	Owned	Complex	Baldwin 06	1	2,480	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Owned	Complex	Baldwin 06	1	380	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	unknown	Owned	Complex	Baldwin 06	2	1,035	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Owned	Complex	Baldwin 06	2	450	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Financial Services	Finance	Paul Rousseau	Owned	Complex	Baldwin 06	2	1,720	143	10	11	0	1	9	0	10	(1) other, Using unclaimed corridor/storage, possible to move risk management or ergo lab to unclaimed area
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Security	Thomas Cheney	Owned	Complex	Baldwin 06	2	200	100	0	0	11	2	DNK	DNK	6	Storage off site, Need more lockers/changing, Shared by (11) guards, (3) shifts, CC stations
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Thomas Cheney	Owned	Complex	Baldwin 06	3	285	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Financial Services	Support	Paul Rousseau	Owned	Complex	Baldwin 06	3	735	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Financial Services	Risk Management	Paul Rousseau	Owned	Complex	Baldwin 06	3	1,790	119	15	15	0	0	15	0	8	If contracted out (14 to 2), Some work areas could use more space, Security important
(AOA) Agency of Administration	Financial Services	Finance	Paul Rousseau	Owned	Complex	Baldwin 06	3	535	134	3	4	0	0	3	0	10	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Security	Thomas Cheney	Owned	Complex	Baldwin 06	3	735	123	6	6	0	0	8	0	6	Can share break space with Finance
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deborah Damore	Owned	Complex	Baldwin 10	1	230	0	0	0	0	0	n/a	n/a	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	Owned	Complex	Baldwin 10	1	735	184	4	4	0	0	5	1	9	Break=conference, Files all rooms incl. bath, Important to be near Statehouse
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deborah Damore	Owned	Complex	Baldwin 10	3	200	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	Owned	Complex	Baldwin 10	2	905	181	5	5	0	0	5	1	9	Break=conference, Files all rooms incl. bath, Important to be near Statehouse
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	Owned	Complex	Baldwin 10	3	560	140	2	3	1	1	3	0	9	(1) intern, Break=conference, Files all rooms incl. bath, Important to be near Statehouse
(AOA) Agency of Administration	(DHR) Department of Human Resources	Summit Education Program	n/a	Owned	Montpelier	College 32	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Open May 2016 after inventory with 6 employees
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	Leased	Montpelier	GMDrive 07	1	270	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Fleet	Deb Ferrell	Leased	Montpelier	GMDrive 07	1	1,630	181	9	9	0	0	15	0	8	Lacks reception & onsite cold storage
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Leased	Montpelier	NL-Davis 00	0	125	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Support	Jeremiah Kellogg	Owned	Berlin	Paine 578	1	6,480	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Special Services	Jeremiah Kellogg	Owned	Berlin	Paine 578	1	560	187	3	3	0	0	DNK	DNK	8	Need to rearrange space, ideal to have all libraries consolidated to one location
(AOA) Agency of Administration	Department of Libraries	Midstate Library	Jeremiah Kellogg	Owned	Berlin	Paine 578	1	650	325	2	2	0	0	DNK	DNK	8	Need to rearrange space, ideal to have all libraries consolidated to one location
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 109	0	990	0	0	0	0	0	n/a	n/a	5	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	Owned	Complex	State 109	0	3,690	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Historical Society	Support	Mark Hudson	Owned	Complex	State 109	0	1,250	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 109	0	405	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	Owned	Complex	State 109	0	300	100	3	3	0	0	3	0	7	Basement in flood plain- offices should be relocated, Break=work
(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	Owned	Complex	State 109	0	1,265	253	5	5	0	0	DNK	DNK	5	Basement in flood plain- offices/storage should be relocated
(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	Owned	Complex	State 109	1	1,790	358	5	5	0	0	DNK	DNK	5	ideal if entire department under one roof (currently in 5 places around state), poor access- loading dock
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 109	2	4,080	0	0	0	0	0	n/a	n/a	5	
(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	Owned	Complex	State 109	2	585	98	5	6	0	0	DNK	DNK	5	poor public access- parking
(AOA) Agency of Administration	Department of Finance & Management	Support	Brad Ferland	Owned	Complex	State 109	3	240	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Finance & Management	Financial Operations	Brad Ferland	Owned	Complex	State 109	3	2,040	120	7	7	7	10	11	DNK	7	(16-30) consultants to be on site for (3-4) years to update software
(AOA) Agency of Administration	Department of Finance & Management	Support	Brad Ferland	Owned	Complex	State 109	4	380	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Finance & Management	Financial Operations	Brad Ferland	Owned	Complex	State 109	4	2,700	108	12	12	9	13	16	DNK	7	(16-30) consultants to be on site for (3-4) years to update software
(AOA) Agency of Administration	(SEC) Secretary of Administration	Support	Harriet Johnson	Owned	Complex	State 109	5	145	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Finance & Management	Support	Harriet Johnson	Owned	Complex	State 109	5	235	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Healthcare	Support	Jessica Mishaan	Owned	Complex	State 109	5	205	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Finance & Management	Budget & Management	Harriet Johnson	Owned	Complex	State 109	5	1,565	130	11	12	0	0	unknown	unknown	unknown	
(AOA) Agency of Administration	Healthcare	Healthcare	Jessica Mishaan	Owned	Complex	State 109	5	1,170	167	7	7	0	0	unknown	unknown	unknown	
(AOA) Agency of Administration	(SEC) Secretary of Administration	Secretary	Harriet Johnson	Owned	Complex	State 109	5	860	215	4	4	0	0	unknown	unknown	unknown	
(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	Owned	Complex	State 110	0	535	0	0	0	0	0	n/a	n/a	n/a	moving to 120 State, 5th floor 2015, Basement in flood plain- do not use
(AOA) Agency of Administration	(DHR) Department of Human Resources	Field Operations	Karen Pallas	Owned	Complex	State 110	1	605	202	1	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015, (30) FT staff in field
(AOA) Agency of Administration	(DHR) Department of Human Resources	Labor Relations	Karen Pallas	Owned	Complex	State 110	1	870	218	3	4	0	0	0	0	n/a	moving to 120 State, 5th floor 2015

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	Owned	Complex	State 110	1	225	225	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	Owned	Complex	State 110	2	265	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DHR) Department of Human Resources	Field Operations	Karen Pallas	Owned	Complex	State 110	2	235	235	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	Owned	Complex	State 110	2	290	290	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Commissioner	Karen Pallas	Owned	Complex	State 110	2	515	172	3	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	Owned	Complex	State 110	3	170	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DHR) Department of Human Resources	Investigations	Karen Pallas	Owned	Complex	State 110	3	885	126	5	7	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	Owned	Complex	State 110	3	385	128	2	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	0	1,545	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	1	3,000	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	Owned	Complex	State 111	1	220	73	2	3	0	0	DNK	DNK	5	ideal to consolidate library services into one building, no elevator to stacks, poor public access
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	1.5	2,460	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	2	3,800	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	2.5	2,460	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	Owned	Complex	State 111	3	2,460	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	Owned	Complex	State 120	0	760	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	Owned	Complex	State 120	0	1,190	170	5	5	20	2	5	20	5	(20) custodians share space, HVAC/Break too small, storage where it shouldn't be
(AOA) Agency of Administration	(DHR) Department of Human Resources	VTHR	Angela Rouelle	Owned	Complex	State 120	4	3,490	152	20	20	1	3	20	0	8	(1) PT temp, (2) hotel stations for project work visitors
(AOA) Agency of Administration	(DII) Department of Information & Innovation	VTHR Support	Darwin Thompson	Owned	Complex	State 120	4	2,200	157	14	14	0	0	14	0	unknown	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Owned	Complex	State 133	0	305	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 133	0	1,265	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	Financial Services	Rosemary Hebert	Owned	Complex	State 133	0	760	84	1	2	7	7	1	DNK	unknown	(7) temps
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Desktop Support	Darwin Thompson	Owned	Complex	State 133	0	1,535	110	12	14	0	0	0	0	1	Not good for employees
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 133	1	590	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Owned	Complex	State 133	1	950	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	Owned	Complex	State 133	1	85	85	1	1	0	0	DNK	DNK	unknown	
(AOA) Agency of Administration	Department of Taxes	Property Valuation & Review	Rosemary Hebert	Owned	Complex	State 133	1	2,500	139	12	12	10	6	DNK	DNK	unknown	(3) temps- 2 share desk, (7) field staff share (2) hotel stations
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 133	2	1,570	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	Taxpayer Services	Rosemary Hebert	Owned	Complex	State 133	2	5,765	123	35	38	9	9	DNK	DNK	unknown	(9) temps
(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	Owned	Complex	State 133	2	155	155	1	1	0	0	DNK	DNK	unknown	(1) Human Resources
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 133	3	775	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	POLA	Rosemary Hebert	Owned	Complex	State 133	3	200	67	3	3	0	0	DNK	DNK	unknown	
(AOA) Agency of Administration	Department of Taxes	FAST Project	Rosemary Hebert	Owned	Complex	State 133	3	2,820	85	0	0	33	33	3	DNK	unknown	consultants for (4) year project
(AOA) Agency of Administration	Department of Taxes	(IT) Information Technology	Rosemary Hebert	Owned	Complex	State 133	3	1,645	110	15	15	0	0	17	DNK	unknown	staff projection includes (2) from FAST
(AOA) Agency of Administration	Department of Taxes	Financial Services	Rosemary Hebert	Owned	Complex	State 133	3	3,100	135	15	15	8	8	16	DNK	unknown	(8) temps
(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	Owned	Complex	State 133	4	240	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	Department of Taxes	POLA	Rosemary Hebert	Owned	Complex	State 133	4	605	76	6	6	2	2	DNK	DNK	unknown	(2) temps
(AOA) Agency of Administration	Department of Taxes	Compliance	Rosemary Hebert	Owned	Complex	State 133	4	3,880	97	36	36	16	4	DNK	DNK	unknown	(16) Field staff share (4) desks
(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	Owned	Complex	State 133	4	1,345	168	7	7	1	1	DNK	DNK	unknown	(1) PT

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	Owned	Complex	State 133	5	1,225	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Support	Darwin Thompson	Owned	Complex	State 133	5	770	70	10	10	0	1	12	0	10	(1) hotel
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Architects	Darwin Thompson	Owned	Complex	State 133	5	940	72	18	13	0	0	18	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Service Desk	Darwin Thompson	Owned	Complex	State 133	5	550	92	5	5	0	1	6	0	10	(1) hotel
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Management	Darwin Thompson	Owned	Complex	State 133	5	670	96	7	7	0	0	9	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Network	Darwin Thompson	Owned	Complex	State 133	5	1,015	102	10	10	0	0	10	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	IT Security	Darwin Thompson	Owned	Complex	State 133	5	450	113	4	4	0	0	8	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Contracting	Darwin Thompson	Owned	Complex	State 133	5	545	109	5	5	0	0	5	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Web Director	Darwin Thompson	Owned	Complex	State 133	5	110	110	1	1	0	0	1	0	10	
(AOA) Agency of Administration	(DII) Department of Information & Innovation	Desktop Support	Darwin Thompson	Owned	Complex	State 133	5	160	160	1	1	0	0	17	0	10	Ideal to have all DII groups located together
(AOA) Agency of Administration	(DII) Department of Information & Innovation	CIO	Darwin Thompson	Owned	Complex	State 133	5	1,170	234	5	5	0	0	5	0	10	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	Owned	Complex	State 134	1	1,200	0	0	0	0	0	n/a	n/a	10	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Business Services	Deb Ferrell	Owned	Complex	State 134	1	160	160	1	1	0	0	1	0	10	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Business Services	Deb Ferrell	Owned	Complex	State 134	2	445	111	4	4	0	0	4	0	10	
(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	Owned	Complex	State 144	1	585	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(DHR) Department of Human Resources	Wellness	Karen Pallas	Owned	Complex	State 144	1	325	65	3	5	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Workforce Analysis	Karen Pallas	Owned	Complex	State 144	1	395	99	4	4	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Benefits	Karen Pallas	Owned	Complex	State 144	1	640	91	7	7	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(DHR) Department of Human Resources	Classifications	Karen Pallas	Owned	Complex	State 144	1	695	116	4	6	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	Owned	Complex	Taylor 10	1	650	72	6	6	0	3	6	3	6	(5) other people share workspace, no water, no restroom, no sinks, too small
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	Owned	Complex	Taylor 10	1	3,625	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	Owned	Middlesex	US Rt 2 1078	1	6,925	0	0	0	0	0	n/a	n/a	n/a	
(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Printing & Postal	Deb Ferrell	Owned	Middlesex	US Rt 2 1078	1	1,100	100	13	11	10	0	15	12	unknown	under construction, (8) field staff, FT staff, & temps during leg session share (11) workstations over (3) shifts
(AOE) Agency of Education	(AOE) Agency of Education	Support	Shelley Matz	Leased	Barre	N Main 219	3	455	0	0	0	0	0	n/a	n/a	n/a	
(AOE) Agency of Education	Education	Education	Shelley Matz	Leased	Barre	N Main 219	3	12,450	104	116	120	0	0	DNK	DNK	10	
(AOE) Agency of Education	(AOE) Agency of Education	Support	Shelley Matz	Leased	Barre	N Main 219	4	1,295	0	0	0	0	0	n/a	n/a	n/a	
(AOE) Agency of Education	Education	Education	Shelley Matz	Leased	Barre	N Main 219	4	6,895	115	54	58	0	2	DNK	DNK	10	
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	Leased	Montpelier	NL-Davis 00	0	765	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	Leased	Montpelier	NL-Davis 00	0	780	98	8	8	0	0	DNK	DNK	unknown	
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	Leased	Montpelier	NL-Davis 03	3	1,340	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	Leased	Montpelier	NL-Davis 03	3	910	91	10	10	0	0	DNK	DNK	unknown	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	Leased	Montpelier	NL-Davis 03	3	9,825	102	82	91	5	5	DNK	DNK	unknown	(5) temps & (9) vacant
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(PPAID) Policy, Planning & Intermodal Development	Joan Stewart	Leased	Montpelier	NL-Davis 03	3	2,655	106	25	25	0	0	DNK	DNK	unknown	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	Leased	Montpelier	NL-Davis 04	4	1,465	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	Leased	Montpelier	NL-Davis 04	4	13,570	101	129	130	4	4	DNK	DNK	unknown	(4) temps
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	unknown	Leased	Montpelier	NL-Davis 05	5	1,995	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	Leased	Montpelier	NL-Davis 05	5	1,115	86	13	13	0	0	DNK	DNK	unknown	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(PPAID) Policy, Planning & Intermodal Development	Joan Stewart	Leased	Montpelier	NL-Davis 05	5	2,330	97	20	20	3	4	DNK	DNK	unknown	(1) hotel & (3) temps
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	Leased	Montpelier	NL-Davis 05	5	8,310	109	72	75	1	1	DNK	DNK	unknown	(1) temp
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Human Resources	unknown	Leased	Montpelier	NL-Davis 05	5	785	131	6	6	0	0	unknown	unknown	unknown	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Secretary of Transportation	Joan Stewart	Leased	Montpelier	NL-Davis 05	5	670	223	3	3	0	0	DNK	DNK	unknown	
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	Leased	Montpelier	NL-Dewey 01	1	3,245	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	Leased	Montpelier	NL-Dewey 01	1	3,115	94	29	29	3	4	DNK	DNK	unknown	(3) temps, (1) hotel
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	Leased	Montpelier	NL-Dewey 02	2	150	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	Leased	Montpelier	NL-Dewey 02	2	2,910	104	27	28	0	0	DNK	DNK	unknown	(1) vacant
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	Leased	Montpelier	NL-Dewey 02	2	3,045	105	23	25	4	4	DNK	DNK	unknown	(4) temps, (2) vacant
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	Owned	Complex	State 120	0	2,505	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Finance & Logistics	Jennifer Broe	Owned	Complex	State 120	0	495	99	3	3	2	2	3	2	8	(2) in mail sort facility
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	Owned	Complex	State 120	0	1,925	160	8	8	0	4	9	1	6	4 scanning stations, move to 2nd floor in 2015, space converted to shared conference
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	Owned	Complex	State 120	1	3,305	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	Owned	Complex	State 120	1	4,420	123	30	30	0	6	32	2	9	6 exam testing stations
(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	Owned	Complex	State 120	2	175	0	0	0	0	0	n/a	n/a	n/a	
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	Owned	Complex	State 120	2	7,355	98	65	65	10	10	70	5	5	(10) temp stations, 32 employees to move to 4th floor in 2015, rank will increase to a 9
(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(IT) Information Technology	unknown	Owned	Complex	State 120	2	1,800	150	12	12	0	0	unknown	unknown	unknown	
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Enforcement	Jennifer Broe	Owned	Complex	State 120	3	1,805	129	12	12	0	2	14	2	7	2 float desks
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	Owned	Complex	State 120	3	1,670	186	9	9	0	0	10	1	8	
(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Finance & Logistics	Jennifer Broe	Owned	Complex	State 120	3	4,740	237	17	17	0	3	18	1	8	3 floating stations
(ELEC) Elected Offices	(AUD) Office of the State Auditor	KPMG	unknown	Owned	Complex	Baldwin 09	1	510	85	0	0	6	6	unknown	unknown	unknown	seasonal contractors
(ELEC) Elected Offices	(SOS) Secretary of State	Support	Marlene Betit	Leased	Montpelier	Main 89	3	1,500	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(SOS) Secretary of State	(OPR) Professional Regulation	Marlene Betit	Leased	Montpelier	Main 89	3	4,420	138	32	30	1	2	DNK	2	3	(1) intern, (1) license renewal, growth dependent on legislation
(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Transportation Unit	Susanne Young	Leased	Montpelier	NL-Davis 03	3	555	139	4	4	0	0	6	0	5	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	Owned	Complex	State 109	2	1,950	0	0	0	0	0	n/a	n/a	9	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	(GCAL) General Counsel & Administrative Law	Susanne Young	Owned	Complex	State 109	2	320	107	3	3	0	0	3	DNK	3	Need (2) more offices
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Criminal	Susanne Young	Owned	Complex	State 109	2	1,640	109	11	11	4	4	13	DNK	3	Need (2) more offices, consolidate with Chittenden County offices
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Environmental	Susanne Young	Owned	Complex	State 109	2	1,125	125	9	9	0	0	DNK	DNK	10	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Public Protection	Susanne Young	Owned	Complex	State 109	2	2,510	126	16	16	4	4	DNK	DNK	9	(1) PT, (3) interns
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Human Services 1	Susanne Young	Owned	Complex	State 109	2	700	140	4	4	0	1	0	0	n/a	moving to Waterbury 2016, (1) hotel
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Administration	Susanne Young	Owned	Complex	State 109	2	595	149	3	3	1	1	4	1	9	(1) temp, Need (1) more office
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	Owned	Complex	State 109	3	3,245	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	(MFRAU) Medicaid Fraud & Residential Abuse Unit	Susanne Young	Owned	Complex	State 109	3	920	115	8	8	0	0	10	0	3	Need (2) more offices
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Civil	Susanne Young	Owned	Complex	State 109	3	1,905	136	14	14	0	0	DNK	DNK	9	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	(GCAL) General Counsel & Administrative Law	Susanne Young	Owned	Complex	State 109	3	1,855	143	13	13	0	0	14	DNK	3	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Administration	Susanne Young	Owned	Complex	State 109	3	920	153	5	5	1	1	6	1	9	(1) reception
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Support	Tim Lueders-Dumont	Owned	Complex	State 109	4	820	0	0	0	0	0	n/a	n/a	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Retirement Operations	Tim Lueders-Dumont	Owned	Complex	State 109	4	1,985	117	14	15	1	2	DNK	DNK	8	(2) PT, (1) floater station
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Treasury Operations	Tim Lueders-Dumont	Owned	Complex	State 109	4	1,100	138	8	8	0	0	DNK	DNK	10	
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Information Technology	Tim Lueders-Dumont	Owned	Complex	State 109	4	710	142	3	3	0	2	DNK	DNK	10	(2) tech
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Investment Management	Tim Lueders-Dumont	Owned	Complex	State 109	4	460	153	3	3	0	0	DNK	DNK	7	
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Unclaimed Property	Tim Lueders-Dumont	Owned	Complex	State 109	4	600	150	4	4	0	0	DNK	DNK	8	
(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Treasurer's Administration	Tim Lueders-Dumont	Owned	Complex	State 109	4	915	183	4	4	1	1	DNK	DNK	10	(1) PT
(ELEC) Elected Offices	(GOV) Governor	Support	Jessica Mishaan	Owned	Complex	State 109	5	2,840	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(GOV) Governor	Governor	Jessica Mishaan	Owned	Complex	State 109	5	2,365	169	14	14	0	0	unknown	unknown	unknown	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	Owned	Complex	State 128	1	665	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	Owned	Complex	State 128	1	555	139	4	4	0	0	DNK	DNK	9	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Corporations	Marlene Betit	Owned	Complex	State 128	1	655	94	5	6	1	1	6	2	7	(1) hotel, customer service area not ideal being open to other group areas
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	Owned	Complex	State 128	2	135	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Elections	Marlene Betit	Owned	Complex	State 128	2	630	126	5	5	0	0	7	0	8	staff depends on Federal & State mandates for elections, campaign finance & lobbyists
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	Owned	Complex	State 128	2	1,075	215	5	5	0	0	DNK	DNK	9	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	Owned	Complex	State 128	3	705	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	Owned	Complex	State 128	3	780	156	3	3	0	2	DNK	DNK	9	egress could be an issue for more occupants, need IT security (separate project), 2 hotel stations
(ELEC) Elected Offices	(AUD) Office of the State Auditor	Support	Doug Hoffer	Owned	Complex	State 132	1	70	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	Owned	Complex	State 132	1	820	164	5	5	0	0	5	0	7	no conference, would like addition off back of building
(ELEC) Elected Offices	(AUD) Office of the State Auditor	Support	Doug Hoffer	Owned	Complex	State 132	2	45	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	Owned	Complex	State 132	2	900	90	9	9	1	1	9	1	7	1 desk in hallway, 1 next door
(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Taxes	Susanne Young	Owned	Complex	State 133	3	145	145	1	1	0	0	DNK	DNK	8	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	Owned	Complex	State 133	4	130	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Taxes	Susanne Young	Owned	Complex	State 133	4	1,165	166	7	7	0	0	DNK	DNK	8	
(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	Owned	Complex	State 134	2	135	135	1	1	0	0	1	0	unknown	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	Owned	Montpelier	Terrace 26	1	600	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL- Human Services	Susanne Young	Owned	Montpelier	Terrace 26	1	1,600	145	9	9	1	2	0	0	n/a	(1) PT at reception, (1) hotel, moving to Waterbury 2016
(ELEC) Elected Offices	(SOS) Secretary of State	Support	Marlene Betit	Owned	Middlesex	US Rt 2 1078	1	34,830	0	0	0	0	0	n/a	n/a	n/a	
(ELEC) Elected Offices	(SOS) Secretary of State	(VSARA) Vermont State Archives & Records Administration	Marlene Betit	Owned	Middlesex	US Rt 2 1078	1	1,800	113	15	15	2	1	17	4	7	under construction, (2) grant funded staff or interns
(ELEC) Elected Offices	(SOS) Secretary of State	Corporations	Marlene Betit	Owned	Middlesex	US Rt 2 1078	1	270	135	1	1	1	1	DNK	DNK	7	(1) temp, temporary space for corporations for specific job
(IND) Independent Departments & Programs	Office of the Defender General	Support	Lora Evans	Owned	Complex	Baldwin 06	4	830	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Office of the Defender General	Central Office	Lora Evans	Owned	Complex	Baldwin 06	4	2,870	130	21	21	10	1	24	10	6	Storage in corridors, (6) law clerks use library
(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	Support	David Cahill	Owned	Complex	Baldwin 12	1	230	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	State's Attorneys & Sheriffs	David Cahill	Owned	Complex	Baldwin 12	1	615	154	2	2	2	2	3	2	7	(2) PT contractors
(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	State's Attorneys & Sheriffs	David Cahill	Owned	Complex	Baldwin 12	2	660	165	4	4	0	0	5	0	7	
(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	Support	David Cahill	Owned	Complex	Baldwin 12	2	95	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Labor Relations Board	Support	Tim Noonan	Owned	Complex	Baldwin 13	1	95	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Labor Relations Board	Labor Relations Board	Tim Noonan	Owned	Complex	Baldwin 13	1	325	163	1	1	1	1	1	1	9	(1) PT
(IND) Independent Departments & Programs	Labor Relations Board	Labor Relations Board	Tim Noonan	Owned	Complex	Baldwin 13	2	130	0	0	0	0	0	0	0	9	
(IND) Independent Departments & Programs	Labor Relations Board	Support	Tim Noonan	Owned	Complex	Baldwin 13	2	365	0	0	0	0	0	n/a	n/a	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(IND) Independent Departments & Programs	VOSHA Review Board	VOSHA Review Board	unknown	Owned	Complex	Baldwin 13	2	100	100	0	0	1	1	unknown	unknown	unknown	(1) PT
(IND) Independent Departments & Programs	(HRC) Human Rights Commission	Support	Karen Richards	Owned	Complex	Baldwin 14-16	1	185	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	Support	unknown	Owned	Complex	Baldwin 14-16	1	120	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	New Motor Vehicle Arbitration Board	unknown	Owned	Complex	Baldwin 14-16	1	100	100	1	1	0	0	unknown	unknown	unknown	
(IND) Independent Departments & Programs	(HRC) Human Rights Commission	(HRC) Human Rights Commission	Karen Richards	Owned	Complex	Baldwin 14-16	1	990	141	6	5	1	2	5	2	5	(1) intern, (1) float, Need door to waiting for security
(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	New Motor Vehicle Arbitration Board	unknown	Owned	Complex	Baldwin 14-16	2	100	100	0	0	1	1	unknown	unknown	unknown	
(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	Support	unknown	Owned	Complex	Baldwin 14-16	2	135	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Green Up	Green Up	unknown	Owned	Complex	Baldwin 14-16	2	315	158	2	2	0	0	unknown	unknown	unknown	Non profit, not a state entity
(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	Owned	Montpelier	GMDrive 05	0	3,190	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	Owned	Montpelier	GMDrive 05	0	3,315	118	25	28	0	0	DNK	DNK	5	Vermont Interactive Television occupies space, Staff projection dependent on unemployment
(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	Owned	Montpelier	GMDrive 05	1	8,085	121	56	59	0	8	DNK	DNK	5	(8) overflow call center stations, Staff projection dependent on unemployment
(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	Owned	Montpelier	GMDrive 05	1	335	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	Owned	Montpelier	GMDrive 05	2	325	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	Owned	Montpelier	GMDrive 05	2	9,530	167	46	57	0	0	DNK	DNK	5	Staff projection dependent on unemployment
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	Owned	Montpelier	GMDrive 13	0	2,350	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Retail Operations	Tonia Pryce	Owned	Montpelier	GMDrive 13	0	220	110	2	2	0	0	2	0	7	Basement in flood plain- Offices should be relocated
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Marketing	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	135	68	2	2	0	0	2	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Licensing & Enforcement	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	815	91	8	8	14	1	12	1	7	(14) Field Investigators share (1) desk
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Administration	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	400	133	3	3	0	0	3	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Purchasing	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	330	165	2	2	0	0	2	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	(IT) Information Technology	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	685	171	4	4	0	0	4	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Retail Operations	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	175	175	1	1	0	0	3	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Commissioner	Tonia Pryce	Owned	Montpelier	GMDrive 13	1	425	213	2	2	0	0	2	0	7	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Warehouse Office	Tonia Pryce	Owned	Montpelier	GMDrive 15	1	175	175	1	1	0	0	1	0	5	any growth requires expansion, currently 30K sf but would like to be 65-70K
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	Owned	Montpelier	GMDrive 15	1	30,025	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Warehouse Office	Tonia Pryce	Owned	Montpelier	GMDrive 15	2	130	65	2	1	0	1	2	0	5	(1) hotel, if renovation- 2nd floor max 55 lb/sf loading & would need separate entrance for security
(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	Owned	Montpelier	GMDrive 15	2	970	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Support	David Cameron	Leased	Montpelier	Main 89	2	2,555	0	0	0	0	0	n/a	n/a	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	Support	Kate Jones	Leased	Montpelier	Main 89	2	160	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Banking	David Cameron	Leased	Montpelier	Main 89	2	1,435	90	16	16	0	0	16	0	7	(8) Home based with on site office
(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	(GMCB) Green Mountain Care Board	Kate Jones	Leased	Montpelier	Main 89	2	500	100	4	4	0	1	15	1	3	(1) for intern, no kitchen, no lactation room, would be ideal to have all employees on same level
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Insurance	David Cameron	Leased	Montpelier	Main 89	2	4,075	116	35	35	0	0	35	0	6	(4) Home based with on site office
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Securities	David Cameron	Leased	Montpelier	Main 89	2	740	123	6	6	0	0	6	0	7	
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Captives	David Cameron	Leased	Montpelier	Main 89	2	925	154	30	6	0	0	30	0	7	(24) Home based without on site office
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Administrative Services	David Cameron	Leased	Montpelier	Main 89	2	285	143	2	2	0	0	2	0	9	
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Support	David Cameron	Leased	Montpelier	Main 89	3	880	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	Support	Kate Jones	Leased	Montpelier	Main 89	3	170	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	(GMCB) Green Mountain Care Board	Kate Jones	Leased	Montpelier	Main 89	3	2,275	88	25	25	0	1	35	1	3	(1) for intern, already working with BGS to lease additional space on 1st floor of 89 Main (13 workstations)
(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Administrative Services	David Cameron	Leased	Montpelier	Main 89	3	3,455	203	17	17	0	0	17	0	9	
(IND) Independent Departments & Programs	Washington County State's Attorney	Support	Scott Williams	Owned	Barre	N Main 255	4	415	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Washington County State's Attorney	State's Attorney	Scott Williams	Owned	Barre	N Main 255	4	1,135	114	7	7	3	3	8	6	unknown	(2) PT, (1) intern, staff projection this summer, limited storage, security issues- need separate check in & waiting areas
(IND) Independent Departments & Programs	(NRB) Natural Resources Board	Support	Kimberley Lashua	Leased	Montpelier	NL-Dewey 01	1	535	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(NRB) Natural Resources Board	(NRB) Natural Resources Board	Kimberley Lashua	Leased	Montpelier	NL-Dewey 01	1	1,525	153	9	9	1	1	DNK	DNK	6	Open office, no privacy, Confidential work in team or focus, Convenient next to ANR
(IND) Independent Departments & Programs	(DOL) Department of Labor	Call Center	Tom Tomasi	Leased	Montpelier	NL-Dewey 02	2	4,860	93	38	46	4	6	DNK	DNK	unknown	(4) temps, (2) training, # of employees varies dependent on unemployment
(IND) Independent Departments & Programs	(NRB) Natural Resources Board	Support	Clancy Desmet	Owned	Barre	Perry 05	0	815	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(NRB) Natural Resources Board	ACT 250 District	Clancy Desmet	Owned	Barre	Perry 05	0	540	180	3	3	0	0	DNK	DNK	8	
(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	Owned	Barre	Perry 05	2	885	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DOL) Department of Labor	Resource Center	Tom Tomasi	Owned	Barre	Perry 05	2	1,640	117	12	13	0	1	12	0	7	Reception desk is covered by staff, (1) hotel station
(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	Leased	Montpelier	River 81-83	2	380	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DOL) Department of Labor	VOSHA	Tom Tomasi	Leased	Montpelier	River 81-83	2	575	192	0	0	1	3	0	0	n/a	field staff offices, (2) positions posted, move to GMDrive or home office
(IND) Independent Departments & Programs	(DOL) Department of Labor	Workforce Development	Tom Tomasi	Leased	Montpelier	River 81-83	2	465	233	0	0	2	2	0	0	n/a	field staff offices, (1) to retire 2015 & (1) to move to GMDrive
(IND) Independent Departments & Programs	Vermont Telecommunications Authority	Support	unknown	Leased	Montpelier	State 100	3	235	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Vermont Telecommunications Authority	Vermont Telecommunications Authority	unknown	Leased	Montpelier	State 100	3	1,315	94	9	13	0	1	0	0	n/a	(1) hotel station, program eliminated, will move out June 2015
(IND) Independent Departments & Programs	Historical Society	Support	Mark Hudson	Owned	Complex	State 109	1	6,845	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Historical Society	Museum Offices	Mark Hudson	Owned	Complex	State 109	1	480	120	2	2	2	2	2	2	unknown	(1) PT, (1) intern

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Support	David Tauscher	Owned	Complex	State 112	2	610	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Telecom	David Tauscher	Owned	Complex	State 112	2	520	74	6	6	1	1	6	1	8	(1) PT
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Engineering	David Tauscher	Owned	Complex	State 112	2	85	85	1	1	0	0	1	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Legal	David Tauscher	Owned	Complex	State 112	2	1,260	126	8	9	1	1	9	1	8	(1) PT
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Finance & Economics	David Tauscher	Owned	Complex	State 112	2	510	128	4	4	0	0	4	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Executive	David Tauscher	Owned	Complex	State 112	2	585	146	3	3	1	1	3	1	8	(1) PT
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Consumer Affairs	David Tauscher	Owned	Complex	State 112	2	775	194	4	4	0	0	4	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Administrative Services	David Tauscher	Owned	Complex	State 112	3	475	95	5	5	0	0	7	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Finance & Economics	David Tauscher	Owned	Complex	State 112	3	100	100	1	1	0	0	1	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Telecom	David Tauscher	Owned	Complex	State 112	3	295	98	3	3	0	0	3	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Regional Policy	David Tauscher	Owned	Complex	State 112	3	105	105	1	1	0	0	1	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Engineering	David Tauscher	Owned	Complex	State 112	3	490	123	4	4	0	0	4	0	8	
(IND) Independent Departments & Programs	(PSD) Department of Public Service	Planning & Energy Resources	David Tauscher	Owned	Complex	State 112	3	1,400	127	11	11	0	0	11	0	8	
(IND) Independent Departments & Programs	(PSB) Public Service Board	Support	Brenda Chamberlin	Owned	Complex	State 112	4	745	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(PSB) Public Service Board	(PSB) Public Service Board	Brenda Chamberlin	Owned	Complex	State 112	4	3,740	139	25	25	2	2	DNK	DNK	9	(2) PT
(IND) Independent Departments & Programs	Veterans Affairs	Veterans Affairs	Robert Burke	Owned	Complex	State 118	2	610	122	3	3	0	2	6	0	6	(2) temp stations, currently empty
(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	Owned	Complex	State 126	0	140	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
(IND) Independent Departments & Programs	VFW	Support	John Boardman	Owned	Complex	State 126	0	55	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
(IND) Independent Departments & Programs	VFW	Support	John Boardman	Owned	Complex	State 126	1	95	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	Owned	Complex	State 126	1	40	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	American Legion, Auxiliary	American Legion, Auxiliary	Deborah LePage	Owned	Complex	State 126	1	285	143	1	1	1	1	1	1	8	(1) other
(IND) Independent Departments & Programs	American Legion, Dept. of VT	American Legion, Dept. of VT	Susan Lyons	Owned	Complex	State 126	1	265	88	3	3	0	0	3	0	8	Conference/Break shared by building
(IND) Independent Departments & Programs	VFW	VFW	John Boardman	Owned	Complex	State 126	1	255	128	2	2	0	0	2	0	9	location near VA good
(IND) Independent Departments & Programs	Vermont Commission on Women	Support	Cary Brown	Owned	Complex	State 126	2	410	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Vermont Commission on Women	Vermont Commission on Women	Cary Brown	Owned	Complex	State 126	2	810	162	3	3	2	2	3	2	10	(2) interns, Conf. shared with advisory board,to State House daily, to Pavilion monthly, data issues
(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	Owned	Complex	State 126	3	320	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Vemont Commission on Women	Support	Cary Brown	Owned	Complex	State 126	3	1,170	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	Support	Elaine Dufresne	Owned	Complex	State 136	1	190	0	0	0	0	0	n/a	n/a	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	(VAC) Vermont Arts Council	Elaine Dufresne	Owned	Complex	State 136	1	655	109	6	6	0	0	6	0	8	
(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	(VAC) Vermont Arts Council	Elaine Dufresne	Owned	Complex	State 136	2	830	138	5	5	0	1	6	1	8	(1) desk for temp/volunteer
(IND) Independent Departments & Programs	Lottery	Support	Mary Stridsberg	Leased	Berlin	US 302 1311	1	8,685	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	Lottery	Lottery	Mary Stridsberg	Leased	Berlin	US 302 1311	1	2,450	144	15	15	6	2	16	8	9	(5) field staff share (2) desks, (1) PT shares full time desk
(IND) Independent Departments & Programs	(DPS) Department of Public Safety	Support	Michael Desrochers	Leased	Berlin	US 302 1311	2	1,365	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments & Programs	(DPS) Department of Public Safety	(DFS) Division of Fire Safety	Michael Desrochers	Leased	Berlin	US 302 1311	2	2,685	128	20	19	2	2	DNK	DNK	10	(2) temp stations
(IND) Independent Departments and Programs	Veterans Affairs	Support	Robert Burke	Owned	Complex	State 118	1	165	0	0	0	0	0	n/a	n/a	n/a	
(IND) Independent Departments and Programs	Veterans Affairs	Veterans Affairs	Robert Burke	Owned	Complex	State 118	1	860	172	4	4	0	1	5	1	6	(1) desk for accessible meetings
(IND) Independent Departments and Programs	Veterans Affairs	Support	Robert Burke	Owned	Complex	State 118	2	620	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Supreme Court	Board of Bar Examiners	William Gerke	Owned	Complex	Baldwin 09	2	210	105	2	2	0	0	4	0	5	May move
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Owned	Barre	N Main 255	1	5,245	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Washington County Court	County Court Offices	William Gerke	Owned	Barre	N Main 255	1	2,495	131	18	18	0	1	22	1	3	(1) hotel desk for judges, limited staff space, security issues with court on level 1 (no sally port)
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Owned	Barre	N Main 255	2	2,180	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Washington County Court	County Court Offices	William Gerke	Owned	Barre	N Main 255	2	895	149	6	6	0	0	7	1	3	no a/c on 2nd level, ideal to have all washington county court consolidated
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Owned	Complex	State 111	0	1,625	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Conference/storage should be relocated
(JUD) Judiciary Branch	Supreme Court	Court Administrator	William Gerke	Owned	Complex	State 111	0	775	194	4	4	0	0	7	0	5	Basement in flood plain- Offices should be relocated
(JUD) Judiciary Branch	Supreme Court	Court Administrator	William Gerke	Owned	Complex	State 111	1	3,080	128	24	24	0	0	27	0	5	rank compared to other states, more conference, ideal to consolidate court services (library stacks?)
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Owned	Complex	State 111	2	1,825	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Supreme Court	Supreme Court Offices	William Gerke	Owned	Complex	State 111	2	1,200	200	6	6	0	0	8	0	5	rank compared to other states
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Owned	Complex	State 111	3	290	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Supreme Court	Supreme Court Offices	William Gerke	Owned	Complex	State 111	3	3,060	191	11	16	0	0	13	0	5	rank compared to other states
(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	Leased	Complex	State 112	5	100	0	0	0	0	0	n/a	n/a	n/a	
(JUD) Judiciary Branch	Supreme Court	(RIS) Research & Information Services	William Gerke	Leased	Complex	State 112	5	2,270	134	16	17	0	0	20	10	5	10+ temp contractors to support projects- could be for long periods of time
(JUD) Judiciary Branch	Supreme Court	Finance	William Gerke	Leased	Complex	State 112	5	1,115	159	7	7	0	0	9	0	5	
(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	Owned	Complex	Baldwin 01	1	315	0	0	0	0	0	n/a	n/a	n/a	
(LEG) Legislative Branch	(JFC) Joint Fiscal Committee	(JFC) Joint Fiscal Committee	Catherine Benham	Owned	Complex	Baldwin 01	1	1,345	149	9	9	0	0	10	0	8	
(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	Owned	Complex	Baldwin 01	2	330	0	0	0	0	0	n/a	n/a	n/a	(1) hotel station, consultants share workstations with PT, Hotel, and intern
(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	Owned	Complex	Baldwin 01	2	205	103	2	2	0	0	2	0	unknown	Location ideal, not enough room for all
(LEG) Legislative Branch	(JFC) Joint Fiscal Committee	(JFC) Joint Fiscal Committee	Catherine Benham	Owned	Complex	Baldwin 01	2	650	93	4	4	2	3	5	3	8	(1) hotel station, consultants share workstations with PT, Hotel, and intern
(LEG) Legislative Branch	Legislative Council	IT	Janet Miller	Owned	Complex	Baldwin 01	2	145	145	1	1	0	0	2	0	unknown	
(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	Owned	Complex	Baldwin 01	3	820	137	4	4	2	2	4	2	unknown	Part time, session only
(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	Owned	Complex	Baldwin 09	2	120	0	0	0	0	0	n/a	n/a	n/a	
(LEG) Legislative Branch	Legislative Council	Majority	Janet Miller	Owned	Complex	Baldwin 09	2	100	100	0	0	1	1	unknown	unknown	unknown	Part time, session only
(LEG) Legislative Branch	Minority	Minority	Janet Miller	Owned	Complex	Baldwin 14-16	2	100	100	0	0	1	1	unknown	unknown	unknown	(1) PT in session only
(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	Owned	Complex	Baldwin 14-16	2	70	0	0	0	0	0	n/a	n/a	n/a	
(LEG) Legislative Branch	Legislative Council	IT	Janet Miller	Owned	Complex	State 115	1	360	72	4	4	1	1	5	1	2	PT in session, Not enough room for all, location ideal in State House
(LEG) Legislative Branch	Legislative Council	Operations	Janet Miller	Owned	Complex	State 115	1	2,670	121	8	8	14	14	9	14	4	PT in session (committee rooms. workstations, & copy room), Not enough room for all, location ideal in State House

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	Owned	Complex	State 115	1	1,575	113	11	11	2	3	12	2	2	PT in session, Not enough room for all, location ideal in State House
(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	Owned	Complex	State 115	1	2,890	0	0	0	0	0	n/a	n/a	n/a	
Friends of the Vermont Statehouse	Friends of the Vermont Statehouse	Friends of the Vermont Statehouse	unknown	Owned	Complex	Baldwin 09	2	95	95	1	1	0	0	unknown	unknown	unknown	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	Baldwin 13	1	520	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	Baldwin 13	2	150	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	Baldwin 14-16	1	350	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Montpelier	GMDrive 13	0	415	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Conference should be relocated
Shared Support	Shared Support	Shared Support	n/a	Owned	Montpelier	GMDrive 13	1	415	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	Main 89	2	2,705	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	Main 89	3	1,055	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Barre	N Main 219	3	1,310	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Barre	N Main 219	4	765	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 00	0	410	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 01	1	820	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 02	2	2,165	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 03	3	1,665	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 04	4	2,030	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 05	5	2,035	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Davis 06	6	2,035	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Dewey 01	1	2,350	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	Tom Tomasi	Leased	Montpelier	NL-Dewey 02	2	1,995	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Main 01	1	175	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Leased	Montpelier	NL-Main 02	2	1,725	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Berlin	Paine 578	1	950	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Barre	Perry 05	1	460	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 109	0	2,640	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 109	1	1,550	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 109	4	1,940	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 109	5	325	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 110	2	320	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	Brenda Chamberlin	Owned	Complex	State 112	3	1,550	0	0	0	0	0	0	0	8	court could be larger
Shared Support	Shared Support	Shared Support	n/a	Leased	Complex	State 112	5	175	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 116	2	410	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 120	1	475	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 120	3	680	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 120	4	305	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 126	1	170	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	Julie O'Tool Gutgsell	Owned	Complex	State 133	0	2,970	0	0	0	0	0	?	?	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 133	1	225	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 133	2	705	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	Rosemary Hebert	Owned	Complex	State 133	4	805	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 133	5	280	0	0	0	0	0	n/a	n/a	n/a	
Shared Support	Shared Support	Shared Support	n/a	Owned	Complex	State 136	1	400	0	0	0	0	0	n/a	n/a	n/a	Conference=Break
Shared Support	Shared Support	Shared Support	n/a	Leased	Berlin	US 302 1311	2	1,145	0	0	0	0	0	n/a	n/a	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Gov Aiken 02	0	2,495	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Gov Aiken 04	0	1,010	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 01	0	1,695	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 09	0	750	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 10	0	1,310	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 10	3	410	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 12	0	955	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 12	3	705	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 13	0	620	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 14-16	0	995	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	Baldwin 14-16	3	880	0	0	0	0	0	?	?	n/a	

Agency	Department	User Group	Contact Name	Owned/Leased	Location	Address	Floor	Revit SF	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 116	4	2,230	0	0	0	0	0	?	?	n/a	Asbestos present
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 118	0	960	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 126	0	1,265	0	0	0	0	0	?	?	n/a	
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 128	0	2,740	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 132	0	1,200	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 134	0	1,010	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 136	0	1,065	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Unfinished	Unfinished	Unfinished	n/a	Owned	Complex	State 136	2	370	0	0	0	0	0	?	?	n/a	2nd Flr storage is unheated & partially finished
Unfinished	Unfinished	Unfinished	n/a	Owned	Montpelier	Terrace 26	3	665	0	0	0	0	0	?	?	n/a	
Vacant	Vacant	Vacant	n/a	Owned	Complex	Baldwin 09	2	95	0	0	0	0	0	?	?	n/a	
Vacant	Vacant	Vacant	n/a	Owned	Barre	N Main 255	4	3,595	0	0	0	0	0	?	?	n/a	
Vacant	Vacant	Vacant	n/a	Owned	Complex	State 120	4	3,295	0	0	0	0	0	?	?	n/a	
Vacant	Vacant	Vacant	n/a	Owned	Complex	State 120	5	9,360	0	0	0	0	0	?	?	n/a	
Vacant	Vacant	Vacant	n/a	Owned	Complex	State 133	1	3,580	0	0	0	0	0	?	?	n/a	Could renovate vacant data center, may require HVAC upgrades, currently has raised floor
Vacant	Vacant	Vacant	n/a	Owned	Complex	State 144	1	375	0	0	0	0	0	?	?	n/a	
				Owned	Complex	Baldwin 03											Parking Lot
				Owned	Complex	Baldwin 05											Parking Lot
				Owned	Montpelier	Court											Parking Lot
				Owned	Complex	State 122											Heat Plant- Not included in study
				Owned	Complex	State 130											Parking Lot
				Owned	Complex	State 135											Parking Lot
				Owned	Complex	State 137											Parking Lot
				Owned	Complex	Taylor 02											Parking Lot
				Owned	Middlesex	US Rt 2 1080											Existing State police barracks & garage- Not included in study, Build out to demo and build new office

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	Aiken 02	0	2,495	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Aiken 02	1	465	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Curator	Julie O'Tool Gutgsell	116	2	2	2	2	2	2	6	(2) other
Owned	Complex	Aiken 02	1	1,295	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Commissioner	Julie O'Tool Gutgsell	162	7	7	1	1	8	1	7	(1) PT
Owned	Complex	Aiken 02	1	35	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Julie O'Tool Gutgsell	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Aiken 02	2	1,735	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Engineering	Julie O'Tool Gutgsell	158	11	11	0	0	13	1	7	
Owned	Complex	Aiken 02	2	100	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Julie O'Tool Gutgsell	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Aiken 02	3	1,330	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Engineering	Julie O'Tool Gutgsell	148	9	9	0	0	10	1	7	
Owned	Complex	Aiken 04	0	1,010	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Aiken 04	1	955	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Bill Laferriere	0	0	0	0	0	n/a	n/a	n/a	Plan room on 1st floor shared
Owned	Complex	Aiken 04	1	620	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Property Management	Bill Laferriere	155	2	2	0	2	2	0	7	(2) hotel stations, 10 year projection dependent on own/lease arrangement
Owned	Complex	Aiken 04	2	885	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Drafting	Bill Laferriere	177	5	5	0	0	5	0	7	
Owned	Complex	Aiken 04	2	980	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Property Management	Bill Laferriere	196	5	5	0	0	5	0	7	
Owned	Complex	Baldwin 01	0	1,695	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 01	1	315	(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 01	1	1,345	(LEG) Legislative Branch	(JFC) Joint Fiscal Committee	(JFC) Joint Fiscal Committee	Catherine Benham	149	9	9	0	0	10	0	8	
Owned	Complex	Baldwin 01	2	330	(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	(1) hotel station, consultants share workstations with PT, Hotel, and intern
Owned	Complex	Baldwin 01	2	205	(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	103	2	2	0	0	2	0	unknown	Location ideal, not enough room for all
Owned	Complex	Baldwin 01	2	650	(LEG) Legislative Branch	(JFC) Joint Fiscal Committee	(JFC) Joint Fiscal Committee	Catherine Benham	93	4	4	2	3	5	3	8	(1) hotel station, consultants share workstations with PT, Hotel, and intern
Owned	Complex	Baldwin 01	2	145	(LEG) Legislative Branch	Legislative Council	IT	Janet Miller	145	1	1	0	0	2	0	unknown	
Owned	Complex	Baldwin 01	3	820	(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	137	4	4	2	2	4	2	unknown	Part time, session only
Owned	Complex	Baldwin 03															Parking Lot
Owned	Complex	Baldwin 05															Parking Lot
Owned	Complex	Baldwin 06	1	2,480	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	1	380	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	2	1,035	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	unknown	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	2	450	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	2	1,720	(AOA) Agency of Administration	Financial Services	Finance	Paul Rousseau	143	10	11	0	1	9	0	10	(1) other, Using unclaimed corridor/storage, possible to move risk management or ergo lab to unclaimed area
Owned	Complex	Baldwin 06	2	200	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Security	Thomas Cheney	100	0	0	11	2	DNK	DNK	6	Storage off site, Need more lockers/changing, Shared by (11) guards, (3) shifts, CC stations
Owned	Complex	Baldwin 06	3	285	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Thomas Cheney	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	3	735	(AOA) Agency of Administration	Financial Services	Support	Paul Rousseau	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	3	1,790	(AOA) Agency of Administration	Financial Services	Risk Management	Paul Rousseau	119	15	15	0	0	15	0	8	If contracted out (14 to 2), Some work areas could use more space, Security important
Owned	Complex	Baldwin 06	3	535	(AOA) Agency of Administration	Financial Services	Finance	Paul Rousseau	134	3	4	0	0	3	0	10	
Owned	Complex	Baldwin 06	3	735	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Security	Thomas Cheney	123	6	6	0	0	8	0	6	Can share break space with Finance

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	Baldwin 06	4	830	(IND) Independent Departments & Programs	Office of the Defender General	Support	Lora Evans	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 06	4	2,870	(IND) Independent Departments & Programs	Office of the Defender General	Central Office	Lora Evans	130	21	21	10	1	24	10	6	Storage in corridors, (6) law clerks use library
Owned	Complex	Baldwin 09	0	750	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 09	1	510	(ELEC) Elected Offices	(AUD) Office of the State Auditor	KPMG	unknown	85	0	0	6	6	unknown	unknown	unknown	seasonal contractors
Owned	Complex	Baldwin 09	2	120	(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 09	2	95	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 09	2	100	(LEG) Legislative Branch	Legislative Council	Majority	Janet Miller	100	0	0	1	1	unknown	unknown	unknown	Part time, session only
Owned	Complex	Baldwin 09	2	95	Friends of the Vermont Statehouse	Friends of the Vermont Statehouse	Friends of the Vermont Statehouse	unknown	95	1	1	0	0	unknown	unknown	unknown	
Owned	Complex	Baldwin 09	2	210	(JUD) Judiciary Branch	Supreme Court	Board of Bar Examiners	William Gerke	105	2	2	0	0	4	0	5	May move
Owned	Complex	Baldwin 10	0	1,310	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 10	1	230	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deborah Damore	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 10	1	735	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	184	4	4	0	0	5	1	9	Break=conference, Files all rooms incl. bath, Important to be near Statehouse
Owned	Complex	Baldwin 10	3	200	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deborah Damore	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 10	2	905	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	181	5	5	0	0	5	1	9	Break=conference, Files all rooms incl. bath, Important to be near Statehouse
Owned	Complex	Baldwin 10	3	410	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 10	3	560	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Purchasing & Contracts	Deborah Damore	140	2	3	1	1	3	0	9	(1) intern, Break=conference, Files all rooms incl. bath, Important to be near Statehouse
Owned	Complex	Baldwin 12	0	955	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 12	1	230	(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	Support	David Cahill	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 12	1	615	(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	State's Attorneys & Sheriffs	David Cahill	154	2	2	2	2	3	2	7	(2) PT contractors
Owned	Complex	Baldwin 12	2	660	(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	State's Attorneys & Sheriffs	David Cahill	165	4	4	0	0	5	0	7	
Owned	Complex	Baldwin 12	2	95	(IND) Independent Departments & Programs	Department of State's Attorneys & Sheriffs	Support	David Cahill	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 12	3	705	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 13	0	620	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 13	1	95	(IND) Independent Departments & Programs	Labor Relations Board	Support	Tim Noonan	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 13	1	520	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 13	1	325	(IND) Independent Departments & Programs	Labor Relations Board	Labor Relations Board	Tim Noonan	163	1	1	1	1	1	1	9	(1) PT
Owned	Complex	Baldwin 13	2	130	(IND) Independent Departments & Programs	Labor Relations Board	Labor Relations Board	Tim Noonan	0	0	0	0	0	0	0	9	
Owned	Complex	Baldwin 13	2	365	(IND) Independent Departments & Programs	Labor Relations Board	Support	Tim Noonan	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 13	2	150	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 13	2	100	(IND) Independent Departments & Programs	VOSHA Review Board	VOSHA Review Board	unknown	100	0	0	1	1	unknown	unknown	unknown	(1) PT
Owned	Complex	Baldwin 14-16	0	995	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	Baldwin 14-16	1	185	(IND) Independent Departments & Programs	(HRC) Human Rights Commission	Support	Karen Richards	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 14-16	1	120	(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	Support	unknown	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 14-16	1	350	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	Baldwin 14-16	1	100	(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	New Motor Vehicle Arbitration Board	unknown	100	1	1	0	0	unknown	unknown	unknown	
Owned	Complex	Baldwin 14-16	1	990	(IND) Independent Departments & Programs	(HRC) Human Rights Commission	(HRC) Human Rights Commission	Karen Richards	141	6	5	1	2	5	2	5	(1) intern, (1) float, Need door to waiting for security
Owned	Complex	Baldwin 14-16	2	170	(AHS) Agency of Human Services	Human Services Board	Support	Janice Guy	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 14-16	2	100	(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	New Motor Vehicle Arbitration Board	unknown	100	0	0	1	1	unknown	unknown	unknown	
Owned	Complex	Baldwin 14-16	2	135	(IND) Independent Departments & Programs	New Motor Vehicle Arbitration Board	Support	unknown	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 14-16	2	640	(AHS) Agency of Human Services	Human Services Board	Human Services Board	Janice Guy	91	7	7	0	0	5	2	3	(2) FT hearing officers to be reduced to PT in July
Owned	Complex	Baldwin 14-16	2	315	(IND) Independent Departments & Programs	Green Up	Green Up	unknown	158	2	2	0	0	unknown	unknown	unknown	Non profit, not a state entity
Owned	Complex	Baldwin 14-16	2	100	(LEG) Legislative Branch	Minority	Minority	Janet Miller	100	0	0	1	1	unknown	unknown	unknown	(1) PT in session only
Owned	Complex	Baldwin 14-16	2	70	(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	Baldwin 14-16	3	880	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	
Owned	Montpelier	College 32	n/a	n/a	(AOA) Agency of Administration	(DHR) Department of Human Resources	Summit Education Program	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Open May 2016 after inventory with 6 employees
Owned	Montpelier	Court															Parking Lot
Owned	Montpelier	GMDrive 05	0	3,190	(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	GMDrive 05	0	3,315	(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	118	25	28	0	0	DNK	DNK	5	Vermont Interactive Television occupies space, Staff projection dependent on unemployment
Owned	Montpelier	GMDrive 05	1	8,085	(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	121	56	59	0	8	DNK	DNK	5	(8) overflow call center stations, Staff projection dependent on unemployment
Owned	Montpelier	GMDrive 05	1	335	(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	GMDrive 05	2	325	(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	GMDrive 05	2	9,530	(IND) Independent Departments & Programs	(DOL) Department of Labor	Administrative Offices	Tom Tomasi	167	46	57	0	0	DNK	DNK	5	Staff projection dependent on unemployment
Leased	Montpelier	GMDrive 07	1	270	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	GMDrive 07	1	1,630	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Fleet	Deb Ferrell	181	9	9	0	0	15	0	8	Lacks reception & onsite cold storage
Owned	Montpelier	GMDrive 13	0	2,350	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
Owned	Montpelier	GMDrive 13	0	415	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Conference should be relocated
Owned	Montpelier	GMDrive 13	0	220	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Retail Operations	Tonia Pryce	110	2	2	0	0	2	0	7	Basement in flood plain- Offices should be relocated
Owned	Montpelier	GMDrive 13	1	415	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	GMDrive 13	1	135	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Marketing	Tonia Pryce	68	2	2	0	0	2	0	7	
Owned	Montpelier	GMDrive 13	1	815	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Licensing & Enforcement	Tonia Pryce	91	8	8	14	1	12	1	7	(14) Field Investigators share (1) desk
Owned	Montpelier	GMDrive 13	1	400	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Administration	Tonia Pryce	133	3	3	0	0	3	0	7	
Owned	Montpelier	GMDrive 13	1	330	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Purchasing	Tonia Pryce	165	2	2	0	0	2	0	7	
Owned	Montpelier	GMDrive 13	1	685	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	(IT) Information Technology	Tonia Pryce	171	4	4	0	0	4	0	7	
Owned	Montpelier	GMDrive 13	1	175	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Retail Operations	Tonia Pryce	175	1	1	0	0	3	0	7	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Montpelier	GMDrive 13	1	425	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Commissioner	Tonia Pryce	213	2	2	0	0	2	0	7	
Owned	Montpelier	GMDrive 15	1	175	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Warehouse Office	Tonia Pryce	175	1	1	0	0	1	0	5	any growth requires expansion, currently 30K sf but would like to be 65-70K
Owned	Montpelier	GMDrive 15	1	30,025	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	GMDrive 15	2	130	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Warehouse Office	Tonia Pryce	65	2	1	0	1	2	0	5	(1) hotel, if renovation- 2nd floor max 55 lb/sf loading & would need separate entrance for security
Owned	Montpelier	GMDrive 15	2	970	(IND) Independent Departments & Programs	(DLC) Department of Liquor Control	Support	Tonia Pryce	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	2	2,555	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Support	David Cameron	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	2	160	(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	Support	Kate Jones	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	2	2,705	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	2	1,435	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Banking	David Cameron	90	16	16	0	0	16	0	7	(8) Home based with on site office
Leased	Montpelier	Main 89	2	500	(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	(GMCB) Green Mountain Care Board	Kate Jones	100	4	4	0	1	15	1	3	(1) for intern, no kitchen, no lactation room, would be ideal to have all employees on same level
Leased	Montpelier	Main 89	2	4,075	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Insurance	David Cameron	116	35	35	0	0	35	0	6	(4) Home based with on site office
Leased	Montpelier	Main 89	2	740	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Securities	David Cameron	123	6	6	0	0	6	0	7	
Leased	Montpelier	Main 89	2	925	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Captives	David Cameron	154	30	6	0	0	30	0	7	(24) Home based without on site office
Leased	Montpelier	Main 89	2	285	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Administrative Services	David Cameron	143	2	2	0	0	2	0	9	
Leased	Montpelier	Main 89	3	880	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Support	David Cameron	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	3	170	(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	Support	Kate Jones	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	3	1,500	(ELEC) Elected Offices	(SOS) Secretary of State	Support	Marlene Betit	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	3	1,055	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	Main 89	3	2,275	(IND) Independent Departments & Programs	(GMCB) Green Mountain Care Board	(GMCB) Green Mountain Care Board	Kate Jones	88	25	25	0	1	35	1	3	(1) for intern, already working with BGS to lease additional space on 1st floor of 89 Main (13 workstations)
Leased	Montpelier	Main 89	3	4,420	(ELEC) Elected Offices	(SOS) Secretary of State	(OPR) Professional Regulation	Marlene Betit	138	32	30	1	2	DNK	2	3	(1) intern, (1) license renewal, growth dependent on legislation
Leased	Montpelier	Main 89	3	3,455	(IND) Independent Departments & Programs	(DFR) Department of Financial Regulation	Administrative Services	David Cameron	203	17	17	0	0	17	0	9	
Leased	Barre	N Main 219	2	2,505	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Catherine Harris	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	2	3,815	(AHS) Agency of Human Services	(DCF) Department of Children & Families	Family Services	Catherine Harris	91	31	31	13	11	DNK	DNK	7	(10) contractors share 9 stations, (2) pt share (1) office, interior offices not ideal- no windows
Leased	Barre	N Main 219	3	455	(AOE) Agency of Education	(AOE) Agency of Education	Support	Shelley Matz	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	3	1,310	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	3	12,450	(AOE) Agency of Education	Education	Education	Shelley Matz	104	116	120	0	0	DNK	DNK	10	
Leased	Barre	N Main 219	4	475	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cindy Gregoire	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	4	1,295	(AOE) Agency of Education	(AOE) Agency of Education	Support	Shelley Matz	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	4	765	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Barre	N Main 219	4	6,895	(AOE) Agency of Education	Education	Education	Shelley Matz	115	54	58	0	2	DNK	DNK	10	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Leased	Barre	N Main 219	4	1,700	(AHS) Agency of Human Services	(DCF) Department of Children & Families	Child Support	Cindy Gregoire	131	11	11	1	2	DNK	DNK	8	(1) PT, (1) hotel station for visitors, open space not being utilized currently, small waiting with privacy issues
Owned	Barre	N Main 255	1	5,245	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	N Main 255	1	2,495	(JUD) Judiciary Branch	Washington County Court	County Court Offices	William Gerke	131	18	18	0	1	22	1	3	(1) hotel desk for judges, limited staff space, security issues with court on level 1 (no sally port)
Owned	Barre	N Main 255	2	1,350	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Michael Sweeney	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	N Main 255	2	2,180	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	N Main 255	2	590	(AHS) Agency of Human Services	(DOC) Department of Corrections	(DOC) Department of Corrections	Michael Sweeney	118	4	5	0	0	DNK	DNK	8	community high school of vt, program may be eliminated
Owned	Barre	N Main 255	2	895	(JUD) Judiciary Branch	Washington County Court	County Court Offices	William Gerke	149	6	6	0	0	7	1	3	no a/c on 2nd level, ideal to have all washington county court consolidated
Owned	Barre	N Main 255	3	2,285	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Michael Sweeney	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	N Main 255	3	2,865	(AHS) Agency of Human Services	(DOC) Department of Corrections	(DOC) Department of Corrections	Michael Sweeney	77	29	34	3	3	DNK	DNK	8	(3) contract/community providers
Owned	Barre	N Main 255	4	415	(IND) Independent Departments & Programs	Washington County State's Attorney	Support	Scott Williams	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	N Main 255	4	3,595	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	
Owned	Barre	N Main 255	4	1,135	(IND) Independent Departments & Programs	Washington County State's Attorney	State's Attorney	Scott Williams	114	7	7	3	3	8	6	unknown	(2) PT, (1) intern, staff projection this summer, limited storage, security issues- need separate check in & waiting areas
Leased	Montpelier	NL-Davis 00	0	1,305	(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 00	0	400	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Bob Hammerl	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 00	0	765	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 00	0	125	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 00	0	410	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 00	0	100	(ACCD) Agency of Commerce & Community Development	(DHCD) Department of Housing and Community Development	Historic Preservation	Kathy Thayer-Gosselin	100	1	1	0	0	1	0	5	Documents digitized by Nov 2016 & available 2016, space could accommodate (8) people, cold, mice
Leased	Montpelier	NL-Davis 00	0	780	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	98	8	8	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Davis 01	1	650	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 01	1	820	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 01	1	6,560	(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	96	58	60	6	8	58	6	3	(6) temps, (2) hotel, (2) vacant, limited break, community & large meeting areas
Leased	Montpelier	NL-Davis 02	2	1,240	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 02	2	2,165	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 02	2	3,355	(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-National Life	Kim Royar	88	32	32	6	6	37	DNK	6	(6) interns, lack of breakout rooms and storage
Leased	Montpelier	NL-Davis 02	2	3,575	(ANR) Agency of Natural Resources	(FPR) Department of Forest, Parks & Recreation	FPR-National Life	Tracy Zeno	97	30	32	5	5	DNK	DNK	5	(5) seasonal/temps, could use more focus rooms
Leased	Montpelier	NL-Davis 02	2	4,075	(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	97	35	36	6	6	35	6	3	(6) temps, (1) vacant, limited break, community & large meeting areas
Leased	Montpelier	NL-Davis 02	2	2,430	(ANR) Agency of Natural Resources	Central Office	Secretary, Management Services, Planning & Legal	Brenda Berry	122	19	20	0	0	25	0	4	limited room for growth, limited focus, storage & conference, high traffic volume to garage/smoking
Leased	Montpelier	NL-Davis 03	3	1,340	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 03	3	1,665	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Leased	Montpelier	NL-Davis 03	3	910	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	91	10	10	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Davis 03	3	9,825	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	102	82	91	5	5	DNK	DNK	unknown	(5) temps & (9) vacant
Leased	Montpelier	NL-Davis 03	3	2,655	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(PPAID) Policy, Planning & Intermodal Development	Joan Stewart	106	25	25	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Davis 03	3	555	(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Transportation Unit	Susanne Young	139	4	4	0	0	6	0	5	
Leased	Montpelier	NL-Davis 04	4	1,465	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 04	4	2,030	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 04	4	13,570	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	101	129	130	4	4	DNK	DNK	unknown	(4) temps
Leased	Montpelier	NL-Davis 05	5	1,995	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	unknown	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 05	5	2,035	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 05	5	1,115	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	86	13	13	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Davis 05	5	2,330	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(PPAID) Policy, Planning & Intermodal Development	Joan Stewart	97	20	20	3	4	DNK	DNK	unknown	(1) hotel & (3) temps
Leased	Montpelier	NL-Davis 05	5	8,310	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	109	72	75	1	1	DNK	DNK	unknown	(1) temp
Leased	Montpelier	NL-Davis 05	5	785	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Human Resources	unknown	131	6	6	0	0	unknown	unknown	unknown	
Leased	Montpelier	NL-Davis 05	5	670	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Secretary of Transportation	Joan Stewart	223	3	3	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Davis 06	6	775	(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 06	6	2,035	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Davis 06	6	1,830	(ANR) Agency of Natural Resources	(IT) Information Technology	IT-National Life	Bob Hammerl	87	19	20	1	1	DNK	DNK	7	(1) temp, limited room for growth
Leased	Montpelier	NL-Davis 06	6	1,745	(ACCD) Agency of Commerce & Community Development	Administration	Administration	Kathy Thayer-Gosselin	87	20	20	2	0	26	2	5	(2) interns, Staff projection Feb 2015, open concept is noisy, perimeter area not useful, need off site storage
Leased	Montpelier	NL-Davis 06	6	3,695	(ACCD) Agency of Commerce & Community Development	(DHCD) Department of Housing and Community Development	Housing and Community Development	Kathy Thayer-Gosselin	92	37	37	3	3	37	3	5	(1) pt & (2) interns, open concept is noisy, perimeter area not useful, need off site storage
Leased	Montpelier	NL-Davis 06	6	930	(ACCD) Agency of Commerce & Community Development	(VDTM) Department of Tourism & Marketing	Tourism & Marketing	Kathy Thayer-Gosselin	103	9	9	0	0	9	0	5	open concept is noisy, perimeter area not useful, need off site storage
Leased	Montpelier	NL-Davis 06	6	1,645	(ACCD) Agency of Commerce & Community Development	(DED) Department fo Economic Development	Economic Development	Kathy Thayer-Gosselin	103	15	15	1	1	20	1	5	(1) temp, open concept is noisy, perimeter area not useful, need off site storage
Leased	Montpelier	NL-Davis 06	6	1,205	(ACCD) Agency of Commerce & Community Development	(VDTM) Department of Tourism & Marketing	Vermont Life	Kathy Thayer-Gosselin	121	9	9	0	1	9	0	5	(1) closed office, (1) floating cubicle, open concept is noisy, perimeter area not useful, need off site storage
Leased	Montpelier	NL-Dewey 01	1	3,245	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 01	1	535	(IND) Independent Departments & Programs	(NRB) Natural Resources Board	Support	Kimberley Lashua	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 01	1	3,110	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Kim Royar	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 01	1	550	(ACCD) Agency of Commerce & Community Development	(ACCD) Agency of Commerce & Community Development	Support	Kathy Thayer-Gosselin	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 01	1	2,350	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 01	1	3,115	(AOT) Agency of Transportation	(VTRANS) Vermont Department of	Highways	Joan Stewart	94	29	29	3	4	DNK	DNK	unknown	(3) temps, (1) hotel
Leased	Montpelier	NL-Dewey 01	1	1,525	(IND) Independent Departments &	(NRB) Natural Resources Board	(NRB) Natural Resources Board	Kimberley Lashua	153	9	9	1	1	DNK	DNK	6	Open office, no privacy, Confidential work in
Leased	Montpelier	NL-Dewey 01	1	200	(ANR) Agency of Natural Resources	(DEC) Department of Environmental	DEC-National Life	unknown	100	2	2	0	0	DNK	DNK	unknown	
Leased	Montpelier	NL-Dewey 02	2	415	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Kim Royar	0	0	0	0	0	n/a	n/a	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Leased	Montpelier	NL-Dewey 02	2	150	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Joan Stewart	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 02	2	1,995	Shared Support	Shared Support	Shared Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Dewey 02	2	4,860	(IND) Independent Departments & Programs	(DOL) Department of Labor	Call Center	Tom Tomasi	93	38	46	4	6	DNK	DNK	unknown	(4) temps, (2) training, # of employees varies dependent on unemployment
Leased	Montpelier	NL-Dewey 02	2	780	(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-National Life	Kim Royar	98	5	5	3	3	DNK	DNK	unknown	(1-3) seasonal temps
Leased	Montpelier	NL-Dewey 02	2	2,910	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(F&A) Finance & Administration	Joan Stewart	104	27	28	0	0	DNK	DNK	unknown	(1) vacant
Leased	Montpelier	NL-Dewey 02	2	3,045	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	Highways	Joan Stewart	105	23	25	4	4	DNK	DNK	unknown	(4) temps, (2) vacant
Leased	Montpelier	NL-Main 01	1	100	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Main 01	1	175	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Main 01	1	1,880	(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	72	19	20	6	6	19	6	3	(6) temps, (1) vacant, limited break, community & large meeting areas
Leased	Montpelier	NL-Main 02	2	630	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Main 02	2	1,725	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	NL-Main 02	2	11,095	(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-National Life	Joanna Pallito	77	125	136	6	9	155	6	3	(6) temps, (3) hotel, (11) vacant, limited break, community & large meeting areas
Owned	Berlin	Paine 578	1	6,480	(AOA) Agency of Administration	Department of Libraries	Support	Jeremiah Kellogg	0	0	0	0	0	n/a	n/a	n/a	
Owned	Berlin	Paine 578	1	950	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Berlin	Paine 578	1	560	(AOA) Agency of Administration	Department of Libraries	Special Services	Jeremiah Kellogg	187	3	3	0	0	DNK	DNK	8	Need to rearrange space, ideal to have all libraries consolidated to one location
Owned	Berlin	Paine 578	1	650	(AOA) Agency of Administration	Department of Libraries	Midstate Library	Jeremiah Kellogg	325	2	2	0	0	DNK	DNK	8	Need to rearrange space, ideal to have all
Owned	Barre	Perry 05	0	2,310	(ANR) Agency of Natural Resources	(ANR) Agency of Natural Resources	Support	Joanna Pallito	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	0	815	(IND) Independent Departments & Programs	(NRB) Natural Resources Board	Support	Clancy Desmet	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	0	1,275	(ANR) Agency of Natural Resources	(F&W) Fish and Wildlife Department	F&W-McFarland	Kim Royar	128	6	6	3	4	9	n/a	9	(3) floaters, (1) seasonal
Owned	Barre	Perry 05	0	2,075	(ANR) Agency of Natural Resources	(FPR) Department of Forest, Parks & Recreation	FPR-McFarland	Tracy Zeno	148	12	12	2	2	DNK	DNK	9	(2) temps
Owned	Barre	Perry 05	0	540	(IND) Independent Departments & Programs	(NRB) Natural Resources Board	ACT 250 District	Clancy Desmet	180	3	3	0	0	DNK	DNK	8	
Owned	Barre	Perry 05	0	1,220	(ANR) Agency of Natural Resources	(DEC) Department of Environmental Conservation	DEC-McFarland	Joanna Pallito	153	7	8	0	0	DNK	DNK	10	
Owned	Barre	Perry 05	1	1,835	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Wendy Madigan	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	1	460	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	1	2,070	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Wendy Madigan	115	17	17	1	1	DNK	DNK	4	(1) PT, conference does not accommodate staff, small waiting, noisy reception with shared copier
Owned	Barre	Perry 05	1	3,815	(AHS) Agency of Human Services	(DCF) Department of Children & Families	Economic Services	unknown	132	30	28	1	1	unknown	unknown	unknown	(1) PT
Owned	Barre	Perry 05	2	2,490	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Christine Johnson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	2	885	(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Owned	Barre	Perry 05	2	1,640	(IND) Independent Departments & Programs	(DOL) Department of Labor	Resource Center	Tom Tomasi	117	12	13	0	1	12	0	7	Reception desk is covered by staff, (1) hotel station
Owned	Barre	Perry 05	2	235	(AHS) Agency of Human Services	(DVHA) Department of Vermont Health Access	(DVHA) Department of Vermont Health Access	unknown	78	3	3	0	0	unknown	unknown	unknown	
Owned	Barre	Perry 05	2	100	(AHS) Agency of Human Services	(DCF) Department of Children & Families	Economic Services	unknown	100	1	1	0	0	unknown	unknown	unknown	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Barre	Perry 05	2	305	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Wendy Madigan	102	3	3	0	0	DNK	DNK	4	no break area, limited storage
Owned	Barre	Perry 05	2	2,245	(AHS) Agency of Human Services	(VDH) Department of Health	Office of Local Health	Sash Bianchi	132	14	14	2	3	16	DNK	9	(2) PT, (1) floater station
Owned	Barre	Perry 05	2	280	(AHS) Agency of Human Services	Field Services	Field Services	Christine Johnson	280	1	1	0	0	unknown	unknown	unknown	
Leased	Montpelier	River 81-83	1	700	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Guardian Services	Gordon Bullard	117	5	5	0	1	5	1	n/a	(1) hotel station, no conference room
Leased	Montpelier	River 81-83	1	600	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Guardian Services	Gordon Bullard	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	River 81-83	2	380	(IND) Independent Departments & Programs	(DOL) Department of Labor	Support	Tom Tomasi	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	River 81-83	2	575	(IND) Independent Departments & Programs	(DOL) Department of Labor	VOSHA	Tom Tomasi	192	0	0	1	3	0	0	n/a	field staff offices, (2) positions posted, move to GMDrive or home office
Leased	Montpelier	River 81-83	2	465	(IND) Independent Departments & Programs	(DOL) Department of Labor	Workforce Development	Tom Tomasi	233	0	0	2	2	0	0	n/a	field staff offices, (1) to retire 2015 & (1) to move to GMDrive
Leased	Montpelier	State 100	2	270	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Amber Fulcher	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	State 100	2	140	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Adult Services	Amber Fulcher	70	1	1	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
Leased	Montpelier	State 100	2	445	(AHS) Agency of Human Services	Central Office	Central Office	Amber Fulcher	89	1	1	0	4	0	0	n/a	(4) hotel, moving to Waterbury 2016
Leased	Montpelier	State 100	2	245	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Assistive Technology	Amber Fulcher	123	1	1	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
Leased	Montpelier	State 100	2	790	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Vocational Rehabilitation	Amber Fulcher	158	2	2	0	3	0	0	n/a	(3) hotel, moving to Waterbury 2016
Leased	Montpelier	State 100	2	360	(AHS) Agency of Human Services	(DAIL) Department of Disabilites, Aging & Independent Living	Multiple User Groups	Amber Fulcher	180	1	1	1	1	0	0	n/a	(1) PT, moving to Waterbury 2016
Leased	Montpelier	State 100	3	235	(IND) Independent Departments & Programs	Vermont Telecommunications Authority	Support	unknown	0	0	0	0	0	n/a	n/a	n/a	
Leased	Montpelier	State 100	3	1,315	(IND) Independent Departments & Programs	Vermont Telecommunications Authority	Vermont Telecommunications Authority	unknown	94	9	13	0	1	0	0	n/a	(1) hotel station, program eliminated, will move out June 2015
Owned	Complex	State 109	0	990	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	5	
Owned	Complex	State 109	0	3,690	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	0	1,250	(AOA) Agency of Administration	Historical Society	Support	Mark Hudson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	0	405	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	0	2,640	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	0	300	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	100	3	3	0	0	3	0	7	Basement in flood plain- offices should be relocated, Break=work
Owned	Complex	State 109	0	1,265	(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	253	5	5	0	0	DNK	DNK	5	Basement in flood plain- offices/storage should be relocated
Owned	Complex	State 109	1	6,845	(IND) Independent Departments & Programs	Historical Society	Support	Mark Hudson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	1	1,550	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	1	480	(IND) Independent Departments & Programs	Historical Society	Museum Offices	Mark Hudson	120	2	2	2	2	2	2	unknown	(1) PT, (1) intern
Owned	Complex	State 109	1	1,790	(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	358	5	5	0	0	DNK	DNK	5	ideal if entire department under one roof (currently in 5 places around state), poor access-loading dock
Owned	Complex	State 109	2	1,950	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	0	0	0	0	0	n/a	n/a	9	
Owned	Complex	State 109	2	4,080	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	5	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 109	2	585	(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	98	5	6	0	0	DNK	DNK	5	poor public access- parking
Owned	Complex	State 109	2	320	(ELEC) Elected Offices	(AGO) Office of the Attorney General	(GCAL) General Counsel & Administrative Law	Susanne Young	107	3	3	0	0	3	DNK	3	Need (2) more offices
Owned	Complex	State 109	2	1,640	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Criminal	Susanne Young	109	11	11	4	4	13	DNK	3	Need (2) more offices, consolidate with Chittenden County offices
Owned	Complex	State 109	2	1,125	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Environmental	Susanne Young	125	9	9	0	0	DNK	DNK	10	
Owned	Complex	State 109	2	2,510	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Public Protection	Susanne Young	126	16	16	4	4	DNK	DNK	9	(1) PT, (3) interns
Owned	Complex	State 109	2	700	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Human Services 1	Susanne Young	140	4	4	0	1	0	0	n/a	moving to Waterbury 2016, (1) hotel
Owned	Complex	State 109	2	595	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Administration	Susanne Young	149	3	3	1	1	4	1	9	(1) temp, Need (1) more office
Owned	Complex	State 109	3	3,245	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	3	240	(AOA) Agency of Administration	Department of Finance & Management	Support	Brad Ferland	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	3	920	(ELEC) Elected Offices	(AGO) Office of the Attorney General	(MFRAU) Medicaid Fraud & Residential Abuse Unit	Susanne Young	115	8	8	0	0	10	0	3	Need (2) more offices
Owned	Complex	State 109	3	2,040	(AOA) Agency of Administration	Department of Finance & Management	Financial Operations	Brad Ferland	120	7	7	7	10	11	DNK	7	(16-30) consultants to be on site for (3-4) years to update software
Owned	Complex	State 109	3	1,905	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Civil	Susanne Young	136	14	14	0	0	DNK	DNK	9	
Owned	Complex	State 109	3	1,855	(ELEC) Elected Offices	(AGO) Office of the Attorney General	(GCAL) General Counsel & Administrative Law	Susanne Young	143	13	13	0	0	14	DNK	3	
Owned	Complex	State 109	3	920	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Administration	Susanne Young	153	5	5	1	1	6	1	9	(1) reception
Owned	Complex	State 109	4	820	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Support	Tim Lueders-Dumont	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	4	380	(AOA) Agency of Administration	Department of Finance & Management	Support	Brad Ferland	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	4	1,940	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	4	2,700	(AOA) Agency of Administration	Department of Finance & Management	Financial Operations	Brad Ferland	108	12	12	9	13	16	DNK	7	(16-30) consultants to be on site for (3-4) years to update software
Owned	Complex	State 109	4	1,985	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Retirement Operations	Tim Lueders-Dumont	117	14	15	1	2	DNK	DNK	8	(2) PT, (1) floater station
Owned	Complex	State 109	4	1,100	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Treasury Operations	Tim Lueders-Dumont	138	8	8	0	0	DNK	DNK	10	
Owned	Complex	State 109	4	710	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Information Technology	Tim Lueders-Dumont	142	3	3	0	2	DNK	DNK	10	(2) tech
Owned	Complex	State 109	4	460	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Investment Management	Tim Lueders-Dumont	153	3	3	0	0	DNK	DNK	7	
Owned	Complex	State 109	4	600	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Unclaimed Property	Tim Lueders-Dumont	150	4	4	0	0	DNK	DNK	8	
Owned	Complex	State 109	4	915	(ELEC) Elected Offices	(TREAS) Office of the State Treasurer	Treasurer's Administration	Tim Lueders-Dumont	183	4	4	1	1	DNK	DNK	10	(1) PT
Owned	Complex	State 109	5	2,840	(ELEC) Elected Offices	(GOV) Governor	Support	Jessica Mishaan	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	5	145	(AOA) Agency of Administration	(SEC) Secretary of Administration	Support	Harriet Johnson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	5	235	(AOA) Agency of Administration	Department of Finance & Management	Support	Harriet Johnson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	5	205	(AOA) Agency of Administration	Healthcare	Support	Jessica Mishaan	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	5	325	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 109	5	1,565	(AOA) Agency of Administration	Department of Finance & Management	Budget & Management	Harriet Johnson	130	11	12	0	0	unknown	unknown	unknown	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 109	5	540	(AHS) Agency of Human Services	SerVermont	SerVermont	Jessica Mishaan	135	4	4	0	0	unknown	unknown	unknown	
Owned	Complex	State 109	5	1,170	(AOA) Agency of Administration	Healthcare	Healthcare	Jessica Mishaan	167	7	7	0	0	unknown	unknown	unknown	
Owned	Complex	State 109	5	2,365	(ELEC) Elected Offices	(GOV) Governor	Governor	Jessica Mishaan	169	14	14	0	0	unknown	unknown	unknown	
Owned	Complex	State 109	5	860	(AOA) Agency of Administration	(SEC) Secretary of Administration	Secretary	Harriet Johnson	215	4	4	0	0	unknown	unknown	unknown	
Owned	Complex	State 110	0	535	(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	0	0	0	0	0	n/a	n/a	n/a	moving to 120 State, 5th floor 2015, Basement in flood plain- do not use
Owned	Complex	State 110	1	605	(AOA) Agency of Administration	(DHR) Department of Human Resources	Field Operations	Karen Pallas	202	1	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015, (30) FT staff in field
Owned	Complex	State 110	1	870	(AOA) Agency of Administration	(DHR) Department of Human Resources	Labor Relations	Karen Pallas	218	3	4	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	1	225	(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	225	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	2	265	(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 110	2	320	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 110	2	235	(AOA) Agency of Administration	(DHR) Department of Human Resources	Field Operations	Karen Pallas	235	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	2	290	(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	290	1	1	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	2	515	(AOA) Agency of Administration	(DHR) Department of Human Resources	Commissioner	Karen Pallas	172	3	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	3	170	(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 110	3	885	(AOA) Agency of Administration	(DHR) Department of Human Resources	Investigations	Karen Pallas	126	5	7	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 110	3	385	(AOA) Agency of Administration	(DHR) Department of Human Resources	Legal Services	Karen Pallas	128	2	3	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 111	0	1,625	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Conference/storage should be relocated
Owned	Complex	State 111	0	1,545	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 111	0	775	(JUD) Judiciary Branch	Supreme Court	Court Administrator	William Gerke	194	4	4	0	0	7	0	5	Basement in flood plain- Offices should be relocated
Owned	Complex	State 111	1	3,000	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	1	220	(AOA) Agency of Administration	Department of Libraries	Central Library	Martha Reid	73	2	3	0	0	DNK	DNK	5	ideal to consolidate library services into one building, no elevator to stacks, poor public access
Owned	Complex	State 111	1	3,080	(JUD) Judiciary Branch	Supreme Court	Court Administrator	William Gerke	128	24	24	0	0	27	0	5	rank compared to other states, more conference, ideal to consolidate court services (library stacks?)
Owned	Complex	State 111	1.5	2,460	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	2	1,825	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	2	3,800	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	2	1,200	(JUD) Judiciary Branch	Supreme Court	Supreme Court Offices	William Gerke	200	6	6	0	0	8	0	5	rank compared to other states
Owned	Complex	State 111	2.5	2,460	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	3	290	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	3	2,460	(AOA) Agency of Administration	Department of Libraries	Support	Martha Reid	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 111	3	3,060	(JUD) Judiciary Branch	Supreme Court	Supreme Court Offices	William Gerke	191	11	16	0	0	13	0	5	rank compared to other states
Owned	Complex	State 112	2	610	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Support	David Tauscher	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 112	2	520	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Telecom	David Tauscher	74	6	6	1	1	6	1	8	(1) PT
Owned	Complex	State 112	2	85	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Engineering	David Tauscher	85	1	1	0	0	1	0	8	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 112	2	1,260	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Legal	David Tauscher	126	8	9	1	1	9	1	8	(1) PT
Owned	Complex	State 112	2	510	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Finance & Economics	David Tauscher	128	4	4	0	0	4	0	8	
Owned	Complex	State 112	2	585	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Executive	David Tauscher	146	3	3	1	1	3	1	8	(1) PT
Owned	Complex	State 112	2	775	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Consumer Affairs	David Tauscher	194	4	4	0	0	4	0	8	
Owned	Complex	State 112	3	1,550	Shared Support	Shared Support	Shared Support	Brenda Chamberlin	0	0	0	0	0	0	0	8	court could be larger
Owned	Complex	State 112	3	475	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Administrative Services	David Tauscher	95	5	5	0	0	7	0	8	
Owned	Complex	State 112	3	100	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Finance & Economics	David Tauscher	100	1	1	0	0	1	0	8	
Owned	Complex	State 112	3	295	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Telecom	David Tauscher	98	3	3	0	0	3	0	8	
Owned	Complex	State 112	3	105	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Regional Policy	David Tauscher	105	1	1	0	0	1	0	8	
Owned	Complex	State 112	3	490	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Engineering	David Tauscher	123	4	4	0	0	4	0	8	
Owned	Complex	State 112	3	1,400	(IND) Independent Departments & Programs	(PSD) Department of Public Service	Planning & Energy Resources	David Tauscher	127	11	11	0	0	11	0	8	
Owned	Complex	State 112	4	745	(IND) Independent Departments & Programs	(PSB) Public Service Board	Support	Brenda Chamberlin	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 112	4	3,740	(IND) Independent Departments & Programs	(PSB) Public Service Board	(PSB) Public Service Board	Brenda Chamberlin	139	25	25	2	2	DNK	DNK	9	(2) PT
Leased	Complex	State 112	5	100	(JUD) Judiciary Branch	(JUD) Judiciary Branch	Support	William Gerke	0	0	0	0	0	n/a	n/a	n/a	
Leased	Complex	State 112	5	175	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Complex	State 112	5	2,270	(JUD) Judiciary Branch	Supreme Court	(RIS) Research & Information Services	William Gerke	134	16	17	0	0	20	10	5	10+ temp contractors to support projects- could be for long periods of time
Leased	Complex	State 112	5	1,115	(JUD) Judiciary Branch	Supreme Court	Finance	William Gerke	159	7	7	0	0	9	0	5	
Owned	Complex	State 115	1	360	(LEG) Legislative Branch	Legislative Council	IT	Janet Miller	72	4	4	1	1	5	1	2	PT in session, Not enough room for all, location ideal in State House
Owned	Complex	State 115	1	2,670	(LEG) Legislative Branch	Legislative Council	Operations	Janet Miller	121	8	8	14	14	9	14	4	PT in session (committee rooms. workstations, & copy room), Not enough room for all, location ideal in State House
Owned	Complex	State 115	1	1,575	(LEG) Legislative Branch	Legislative Council	Legal Services	Janet Miller	113	11	11	2	3	12	2	2	PT in session, Not enough room for all, location ideal in State House
Owned	Complex	State 115	1	2,890	(LEG) Legislative Branch	(LEG) Legislative Branch	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 116	0	1,185	(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Janet Miller	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Weight room/Lab should be relocated
Owned	Complex	State 116	1	410	(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 116	1	100	(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	100	1	1	0	0	2	0	7	
Owned	Complex	State 116	1	1,520	(AAFM) Agency of Agriculture, Food, & Markets	(ARMS) Agricultural Resource Manangement Services	(ARMS) Agricultural Resource Manangement Services	Marcey Hodgdon	72	18	18	14	3	27	5	1	10-12 field people use any open desk available when in office
Owned	Complex	State 116	1.5	1,335	(AAFM) Agency of Agriculture, Food, & Markets	Agricultural Development	Agricultural Development	Marcey Hodgdon	79	11	11	6	6	13	6	3	(4) PT, (2) hotel
Owned	Complex	State 116	1.5	250	(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	250	1	1	0	0	1	0	7	
Owned	Complex	State 116	2	185	(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 116	2	410	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 116	2	1,170	(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	117	9	9	1	1	11	1	7	(1) PT

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 116	2	240	(AAFM) Agency of Agriculture, Food, & Markets	Agricultural Development	Agricultural Development	Marcey Hodgdon	120	2	2	0	0	3	0	3	
Owned	Complex	State 116	3	90	(AAFM) Agency of Agriculture, Food, & Markets	(AAFM) Agency of Agriculture, Food, & Markets	Support	Marcey Hodgdon	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 116	3	280	(AAFM) Agency of Agriculture, Food, & Markets	Administration	Administration	Marcey Hodgdon	93	2	2	1	1	2	1	7	(1) PT
Owned	Complex	State 116	3	1,865	(AAFM) Agency of Agriculture, Food, & Markets	(FSCP) Food Safety & Consumer Protection	(FSCP) Food Safety & Consumer Protection	Marcey Hodgdon	93	10	10	10	10	12	13	8	(1) PT, (8) hotel, (1) other, When Food Safety Modernization Act passes- will need more PT & hotel stations
Owned	Complex	State 116	4	2,230	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Asbestos present
Owned	Complex	State 118	0	960	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 118	1	165	(IND) Independent Departments and Programs	Veterans Affairs	Support	Robert Burke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 118	1	860	(IND) Independent Departments and Programs	Veterans Affairs	Veterans Affairs	Robert Burke	172	4	4	0	1	5	1	6	(1) desk for accessible meetings
Owned	Complex	State 118	2	620	(IND) Independent Departments and Programs	Veterans Affairs	Support	Robert Burke	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 118	2	610	(IND) Independent Departments & Programs	Veterans Affairs	Veterans Affairs	Robert Burke	122	3	3	0	2	6	0	6	(2) temp stations, currently empty
Owned	Complex	State 120	0	2,505	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	0	760	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	0	495	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Finance & Logistics	Jennifer Broe	99	3	3	2	2	3	2	8	(2) in mail sort facility
Owned	Complex	State 120	0	1,925	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	160	8	8	0	4	9	1	6	4 scanning stations, move to 2nd floor in 2015, space converted to shared conference
Owned	Complex	State 120	0	1,190	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	170	5	5	20	2	5	20	5	(20) custodians share space, HVAC/Break too small, storage where it shouldn't be
Owned	Complex	State 120	1	3,305	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	1	475	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	1	4,420	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	123	30	30	0	6	32	2	9	6 exam testing stations
Owned	Complex	State 120	2	175	(AOT) Agency of Transportation	(AOT) Agency of Transportation	Support	Jennifer Broe	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	2	7,355	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	98	65	65	10	10	70	5	5	(10) temp stations, 32 employees to move to 4th floor in 2015, rank will increase to a 9
Owned	Complex	State 120	2	1,800	(AOT) Agency of Transportation	(VTRANS) Vermont Department of Transportation	(IT) Information Technology	unknown	150	12	12	0	0	unknown	unknown	unknown	
Owned	Complex	State 120	3	680	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	3	1,805	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Enforcement	Jennifer Broe	129	12	12	0	2	14	2	7	2 float desks
Owned	Complex	State 120	3	1,670	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Operations	Jennifer Broe	186	9	9	0	0	10	1	8	
Owned	Complex	State 120	3	4,740	(AOT) Agency of Transportation	(DMV) Department of Motor Vehicles	Finance & Logistics	Jennifer Broe	237	17	17	0	3	18	1	8	3 floating stations
Owned	Complex	State 120	4	305	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 120	4	3,295	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	State 120	4	3,490	(AOA) Agency of Administration	(DHR) Department of Human Resources	VTHR	Angela Rouelle	152	20	20	1	3	20	0	8	(1) PT temp, (2) hotel stations for project work visitors
Owned	Complex	State 120	4	2,200	(AOA) Agency of Administration	(DII) Department of Information & Innovation	VTHR Support	Darwin Thompson	157	14	14	0	0	14	0	unknown	
Owned	Complex	State 120	5	9,360	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	State 122															Heat Plant- Not included in study
Owned	Complex	State 126	0	1,265	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 126	0	140	(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 126	0	55	(IND) Independent Departments & Programs	VFW	Support	John Boardman	0	0	0	0	0	n/a	n/a	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 126	1	95	(IND) Independent Departments & Programs	VFW	Support	John Boardman	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 126	1	40	(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 126	1	170	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 126	1	285	(IND) Independent Departments & Programs	American Legion, Auxiliary	American Legion, Auxiliary	Deborah LePage	143	1	1	1	1	1	1	8	(1) other
Owned	Complex	State 126	1	265	(IND) Independent Departments & Programs	American Legion, Dept. of VT	American Legion, Dept. of VT	Susan Lyons	88	3	3	0	0	3	0	8	Conference/Break shared by building
Owned	Complex	State 126	1	255	(IND) Independent Departments & Programs	VFW	VFW	John Boardman	128	2	2	0	0	2	0	9	location near VA good
Owned	Complex	State 126	2	410	(IND) Independent Departments & Programs	Vermont Commission on Women	Support	Cary Brown	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 126	2	810	(IND) Independent Departments & Programs	Vermont Commission on Women	Vermont Commission on Women	Cary Brown	162	3	3	2	2	3	2	10	(2) interns, Conf. shared with advisory board,to State House daily, to Pavilion monthly, data issues
Owned	Complex	State 126	3	320	(IND) Independent Departments & Programs	American Legion, Dept. of VT	Support	Susan Lyons	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 126	3	1,170	(IND) Independent Departments & Programs	Vemont Commission on Women	Support	Cary Brown	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 128	0	2,740	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be
Owned	Complex	State 128	1	665	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 128	1	555	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	139	4	4	0	0	DNK	DNK	9	
Owned	Complex	State 128	1	655	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Corporations	Marlene Betit	94	5	6	1	1	6	2	7	(1) hotel, customer service area not ideal being open to other group areas
Owned	Complex	State 128	2	135	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 128	2	630	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Elections	Marlene Betit	126	5	5	0	0	7	0	8	staff depends on Federal & State mandates for elections, campaign finance & lobbyists
Owned	Complex	State 128	2	1,075	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	215	5	5	0	0	DNK	DNK	9	
Owned	Complex	State 128	3	705	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Support	Marlene Betit	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 128	3	780	(ELEC) Elected Offices	(SOS) Office of the Secretary of State	Administration	Marlene Betit	156	3	3	0	2	DNK	DNK	9	egress could be an issue for more occupants, need IT security (separate project), 2 hotel stations
Owned	Complex	State 130															Parking Lot
Owned	Complex	State 132	0	1,200	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 132	1	70	(ELEC) Elected Offices	(AUD) Office of the State Auditor	Support	Doug Hoffer	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 132	1	820	(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	164	5	5	0	0	5	0	7	no conference, would like addition off back of building
Owned	Complex	State 132	2	45	(ELEC) Elected Offices	(AUD) Office of the State Auditor	Support	Doug Hoffer	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 132	2	900	(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	90	9	9	1	1	9	1	7	1 desk in hallway, 1 next door
Owned	Complex	State 133	0	305	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 133	0	1,265	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	0	2,970	Shared Support	Shared Support	Shared Support	Julie O'Tool Gutgsell	0	0	0	0	0	?	?	n/a	
Owned	Complex	State 133	0	760	(AOA) Agency of Administration	Department of Taxes	Financial Services	Rosemary Hebert	84	1	2	7	7	1	DNK	unknown	(7) temps
Owned	Complex	State 133	0	1,535	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Desktop Support	Darwin Thompson	110	12	14	0	0	0	0	1	Not good for employees
Owned	Complex	State 133	1	590	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	1	950	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	1	225	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	1	3,580	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	Could renovate vacant data center, may require HVAC upgrades, currently has raised floor
Owned	Complex	State 133	1	85	(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	85	1	1	0	0	DNK	DNK	unknown	
Owned	Complex	State 133	1	2,500	(AOA) Agency of Administration	Department of Taxes	Property Valuation & Review	Rosemary Hebert	139	12	12	10	6	DNK	DNK	unknown	(3) temps- 2 share desk, (7) field staff share (2) hotel stations
Owned	Complex	State 133	2	1,570	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	2	705	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	2	5,765	(AOA) Agency of Administration	Department of Taxes	Taxpayer Services	Rosemary Hebert	123	35	38	9	9	DNK	DNK	unknown	(9) temps
Owned	Complex	State 133	2	155	(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	155	1	1	0	0	DNK	DNK	unknown	(1) Human Resources
Owned	Complex	State 133	3	775	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	3	200	(AOA) Agency of Administration	Department of Taxes	POLA	Rosemary Hebert	67	3	3	0	0	DNK	DNK	unknown	
Owned	Complex	State 133	3	2,820	(AOA) Agency of Administration	Department of Taxes	FAST Project	Rosemary Hebert	85	0	0	33	33	3	DNK	unknown	consultants for (4) year project
Owned	Complex	State 133	3	1,645	(AOA) Agency of Administration	Department of Taxes	(IT) Information Technology	Rosemary Hebert	110	15	15	0	0	17	DNK	unknown	staff projection includes (2) from FAST
Owned	Complex	State 133	3	3,100	(AOA) Agency of Administration	Department of Taxes	Financial Services	Rosemary Hebert	135	15	15	8	8	16	DNK	unknown	(8) temps
Owned	Complex	State 133	3	145	(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Taxes	Susanne Young	145	1	1	0	0	DNK	DNK	8	
Owned	Complex	State 133	4	130	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	4	240	(AOA) Agency of Administration	Department of Taxes	Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	4	805	Shared Support	Shared Support	Shared Support	Rosemary Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	4	605	(AOA) Agency of Administration	Department of Taxes	POLA	Rosemary Hebert	76	6	6	2	2	DNK	DNK	unknown	(2) temps
Owned	Complex	State 133	4	3,880	(AOA) Agency of Administration	Department of Taxes	Compliance	Rosemary Hebert	97	36	36	16	4	DNK	DNK	unknown	(16) Field staff share (4) desks
Owned	Complex	State 133	4	1,165	(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL-Taxes	Susanne Young	166	7	7	0	0	DNK	DNK	8	
Owned	Complex	State 133	4	1,345	(AOA) Agency of Administration	Department of Taxes	Administration	Rosemary Hebert	168	7	7	1	1	DNK	DNK	unknown	(1) PT
Owned	Complex	State 133	5	1,225	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Support	Darwin Thompson	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	5	280	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 133	5	770	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Support	Darwin Thompson	70	10	10	0	1	12	0	10	(1) hotel
Owned	Complex	State 133	5	940	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Architects	Darwin Thompson	72	18	13	0	0	18	0	10	
Owned	Complex	State 133	5	550	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Service Desk	Darwin Thompson	92	5	5	0	1	6	0	10	(1) hotel
Owned	Complex	State 133	5	670	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Enterprise Management	Darwin Thompson	96	7	7	0	0	9	0	10	
Owned	Complex	State 133	5	1,015	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Network	Darwin Thompson	102	10	10	0	0	10	0	10	
Owned	Complex	State 133	5	450	(AOA) Agency of Administration	(DII) Department of Information & Innovation	IT Security	Darwin Thompson	113	4	4	0	0	8	0	10	
Owned	Complex	State 133	5	545	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Contracting	Darwin Thompson	109	5	5	0	0	5	0	10	
Owned	Complex	State 133	5	110	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Web Director	Darwin Thompson	110	1	1	0	0	1	0	10	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Complex	State 133	5	160	(AOA) Agency of Administration	(DII) Department of Information & Innovation	Desktop Support	Darwin Thompson	160	1	1	0	0	17	0	10	Ideal to have all DII groups located together
Owned	Complex	State 133	5	1,170	(AOA) Agency of Administration	(DII) Department of Information & Innovation	CIO	Darwin Thompson	234	5	5	0	0	5	0	10	
Owned	Complex	State 134	0	1,010	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 134	1	1,200	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	0	0	0	0	0	n/a	n/a	10	
Owned	Complex	State 134	1	160	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Business Services	Deb Ferrell	160	1	1	0	0	1	0	10	
Owned	Complex	State 134	2	445	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Business Services	Deb Ferrell	111	4	4	0	0	4	0	10	
Owned	Complex	State 134	2	135	(ELEC) Elected Offices	(AUD) Office of the State Auditor	State Auditor	Doug Hoffer	135	1	1	0	0	1	0	unknown	
Owned	Complex	State 135															Parking Lot
Owned	Complex	State 136	0	1,065	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	Basement in flood plain- Storage should be relocated
Owned	Complex	State 136	1	190	(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	Support	Elaine Dufresne	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 136	1	400	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	Conference=Break
Owned	Complex	State 136	1	655	(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	(VAC) Vermont Arts Council	Elaine Dufresne	109	6	6	0	0	6	0	8	
Owned	Complex	State 136	2	830	(IND) Independent Departments & Programs	(VAC) Vermont Arts Council	(VAC) Vermont Arts Council	Elaine Dufresne	138	5	5	0	1	6	1	8	(1) desk for temp/volunteer
Owned	Complex	State 136	2	370	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	2nd Flr storage is unheated & partially finished
Owned	Complex	State 137															Parking Lot
Owned	Complex	State 144	1	585	(AOA) Agency of Administration	(DHR) Department of Human Resources	Support	Karen Pallas	0	0	0	0	0	n/a	n/a	n/a	
Owned	Complex	State 144	1	375	Vacant	Vacant	Vacant	n/a	0	0	0	0	0	?	?	n/a	
Owned	Complex	State 144	1	325	(AOA) Agency of Administration	(DHR) Department of Human Resources	Wellness	Karen Pallas	65	3	5	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 144	1	395	(AOA) Agency of Administration	(DHR) Department of Human Resources	Workforce Analysis	Karen Pallas	99	4	4	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 144	1	640	(AOA) Agency of Administration	(DHR) Department of Human Resources	Benefits	Karen Pallas	91	7	7	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	State 144	1	695	(AOA) Agency of Administration	(DHR) Department of Human Resources	Classifications	Karen Pallas	116	4	6	0	0	0	0	n/a	moving to 120 State, 5th floor 2015
Owned	Complex	Taylor 02															Parking Lot
Owned	Complex	Taylor 10	1	650	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Maintenance	John Hebert	72	6	6	0	3	6	3	6	(5) other people share workspace, no water, no restroom, no sinks, too small
Owned	Complex	Taylor 10	1	3,625	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	John Hebert	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	Terrace 26	0	1,390	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	0	0	0	0	0	n/a	n/a	n/a	ample storage including high density files, break room not used
Owned	Montpelier	Terrace 26	1	65	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Susanne Young	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	Terrace 26	1	600	(ELEC) Elected Offices	(AGO) Office of the Attorney General	Support	Susanne Young	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	Terrace 26	1	1,600	(ELEC) Elected Offices	(AGO) Office of the Attorney General	GCAL- Human Services	Susanne Young	145	9	9	1	2	0	0	n/a	(1) PT at reception, (1) hotel, moving to Waterbury 2016
Owned	Montpelier	Terrace 26	2	360	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	Terrace 26	2	1,770	(AHS) Agency of Human Services	(DMH) Department of Mental Health	(DMH) Department of Mental Health	Cathy Deyo	177	8	9	0	1	0	0	n/a	(1) hotel, moving to Waterbury 2016
Owned	Montpelier	Terrace 26	3	120	(AHS) Agency of Human Services	(AHS) Agency of Human Services	Support	Cathy Deyo	0	0	0	0	0	n/a	n/a	n/a	
Owned	Montpelier	Terrace 26	3	665	Unfinished	Unfinished	Unfinished	n/a	0	0	0	0	0	?	?	n/a	

Owned/Leased	Location	Address	Floor	Revit SF	Agency	Department	User Group	Contact Name	SF/Workstation	Current FT	Workstations	Current Other	Workstations1	5-10 Year FT	5-10 Year Other	Rating (1-10)	Comments
Owned	Montpelier	Terrace 26	3	1,260	(AHS) Agency of Human Services	(DMH) Department of Mental Health	(DMH) Department of Mental Health	Cathy Deyo	158	8	8	0	0	0	0	n/a	moving to Waterbury 2016, no fire exit,no fresh air, no bathroom
Leased	Berlin	US 302 1311	1	8,685	(IND) Independent Departments & Programs	Lottery	Support	Mary Stridsberg	0	0	0	0	0	n/a	n/a	n/a	
Leased	Berlin	US 302 1311	1	2,450	(IND) Independent Departments & Programs	Lottery	Lottery	Mary Stridsberg	144	15	15	6	2	16	8	9	(5) field staff share (2) desks, (1) PT shares full time desk
Leased	Berlin	US 302 1311	2	1,365	(IND) Independent Departments & Programs	(DPS) Department of Public Safety	Support	Michael Desrochers	0	0	0	0	0	n/a	n/a	n/a	
Leased	Berlin	US 302 1311	2	1,145	Shared Support	Shared Support	Shared Support	n/a	0	0	0	0	0	n/a	n/a	n/a	
Leased	Berlin	US 302 1311	2	2,685	(IND) Independent Departments & Programs	(DPS) Department of Public Safety	(DFS) Division of Fire Safety	Michael Desrochers	128	20	19	2	2	DNK	DNK	10	(2) temp stations
Owned	Middlesex	US Rt 2 1078	1	6,925	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Support	Deb Ferrell	0	0	0	0	0	n/a	n/a	n/a	
Owned	Middlesex	US Rt 2 1078	1	34,830	(ELEC) Elected Offices	(SOS) Secretary of State	Support	Marlene Betit	0	0	0	0	0	n/a	n/a	n/a	
Owned	Middlesex	US Rt 2 1078	1	1,100	(AOA) Agency of Administration	(BGS) Department of Buildings & General Services	Printing & Postal	Deb Ferrell	100	13	11	10	0	15	12	unknown	under construction, (8) field staff, FT staff, & temps during leg session share (11) workstations over (3) shifts
Owned	Middlesex	US Rt 2 1078	1	1,800	(ELEC) Elected Offices	(SOS) Secretary of State	(VSARA) Vermont State Archives & Records Administration	Marlene Betit	113	15	15	2	1	17	4	7	under construction, (2) grant funded staff or interns
Owned	Middlesex	US Rt 2 1078	1	270	(ELEC) Elected Offices	(SOS) Secretary of State	Corporations	Marlene Betit	135	1	1	1	1	DNK	DNK	7	(1) temp, temporary space for corporations for specific job
Owned	Middlesex	US Rt 2 1080															Existing State police barracks & garage- Not included in study, Build out to demo and build new office

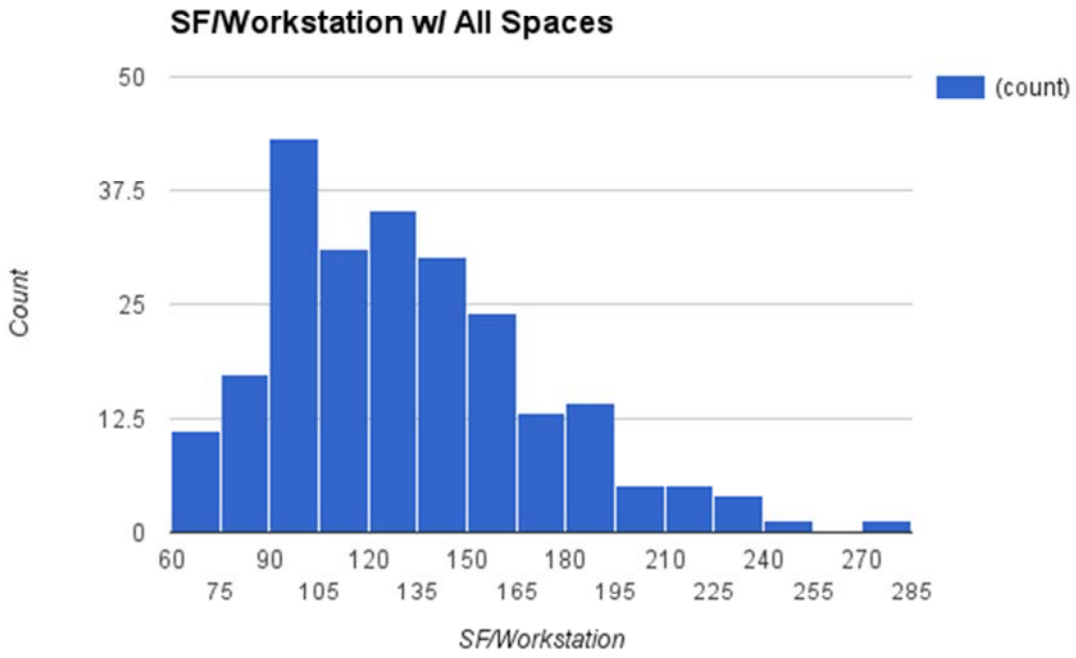
Density Spaces w/ and w/o National Life:

Report by: Joshua Parker - AP Statistics Teacher at Montpelier High School

The goal is to determine a reasonable range for the “minimum” and “maximum” desk space per employee based on data including National Life (NL) and not including NL. Please note min and max desk space does not indicate the true minimum and maximum.

SF/Workstation w/ All Spaces:

First, I created a histogram of all work spaces (see below). Outliers are not eliminated; we want to take all employee space into consideration.



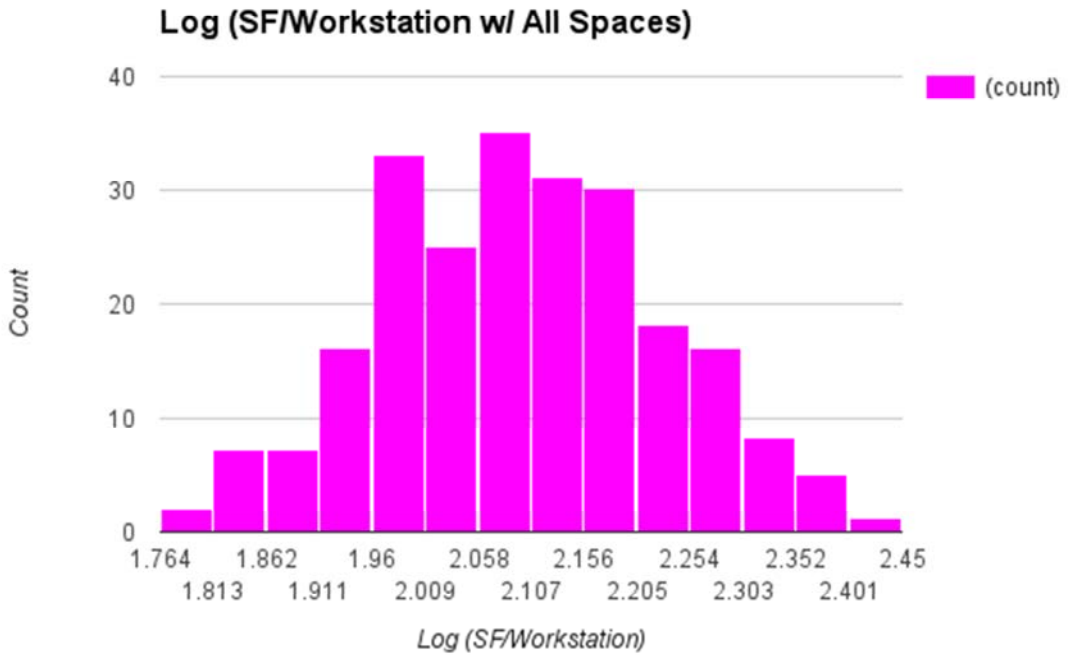
The data is clearly skewed right. Therefore, standard deviation is not a reasonable measure of spread. The Interquartile Range (IQR) is a reasonable measure of spread. I calculated the 5 number summary for the data:

Minimum: 64
Quartile 1: 100
Median: 126
Quartile 3: 155
Maximum: 280

A 5 number summary is useful here, because the actual value of the data does not have any weight. Instead, the data are each treated as equal values and we are finding the middle value. Realize Q1 is a 25th percentile marker, the median (Q2) is the 50th percentile marker, and Q3 is the 75th percentile marker.

So, we can conclude that 50% of the employees have desk space between 100 and 155 (not sure of units).

To further validate our findings, then transformed the data to make a normal distribution. I took the logarithm (base 10) of each of our data values and the data displayed the following:



Our data is now approximately normal. I validated that a normal model was appropriate by constructing a normal probability plot. This plot was linear and therefore validated the normal model. Based off our set of data with the logarithmic function we find:

Mean (log(SF/Workstation)) = 2.098424
Standard Deviation (log(SF/Workstation)) = 0.1285837604

Please note that we assumed a sample for the standard deviation because it does not include every single desk in the workplace.

Based on rules of a normal model (empirical rule), we can assume that 68% of the data falls within 1 standard deviation of the mean. For this data that would be between 1.96984024 and 2.22700776 or eliminating the logarithm by using base 10, between 93.29110551 and 168.6583161 (not sure of unit).

Using z-scores, we can find the middle 50% of the data and compare it to our IQR calculations. We find that the middle 50% of the data is between 2.012272881 and 2.184575119; eliminating the logarithm this is between 102.8662436 and 152.9590294.

Please recall that the IQR showed a middle 50% of the data between 100 and 155. With data transformation we came back to the same essentially the same conclusions; this validates our transformation.

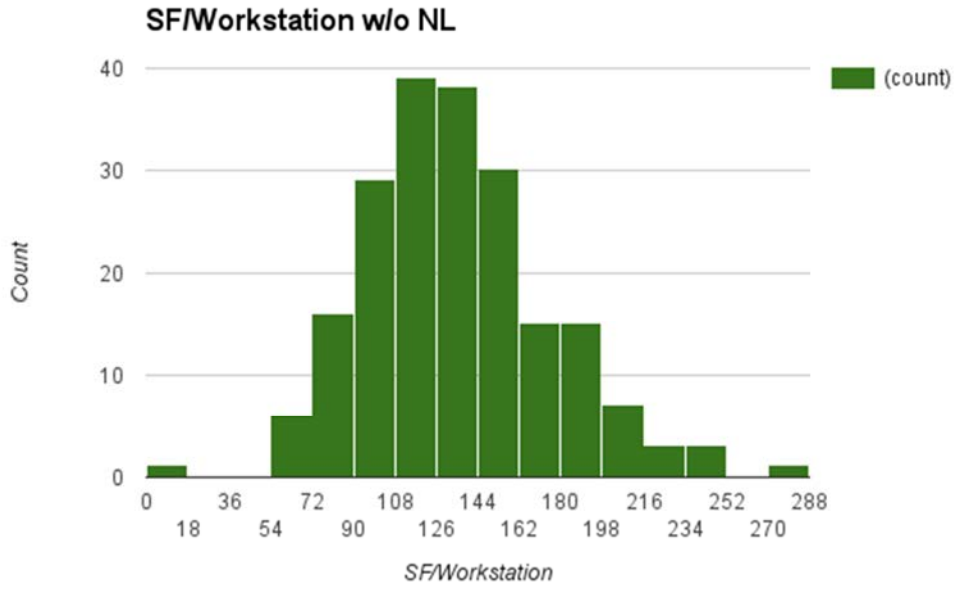
Based off our data for all spaces it is reasonable to assume:

The middle 50% of the data falls between 102.87 and 152.96
The middle 60% of the data falls between 97.82 and 160.85
The middle 68% of the data falls between 93.29 and 168.66
The middle 70% of the data falls between 92.19 and 170.67
The middle 80% of the data falls between 85.87 and 183.24
The middle 90% of the data falls between 77.19 and 203.85
The middle 95% of the data falls between 69.38 and 226.77

In conclusion, I would consider either the 68% or 70% range reasonable; it is well over half and 1 or more standard deviations from the mean.

SF/Workstation w/o NL:

First, I created a histogram of all work spaces (see below). Outliers are not eliminated; we want to take all employee space into consideration.



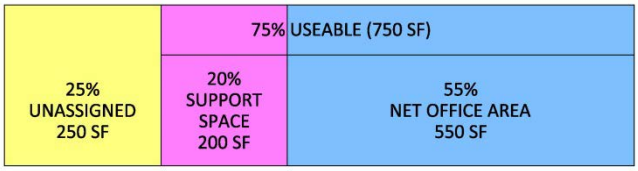
The distribution appears to be approximately normal. I validated this by constructing a normal probability plot; which was linear. Therefore, it is appropriate for us to assume a normal distribution is appropriate. Thus, we can apply our knowledge of the empirical rule. We assume 68% of the data falls within 1 standard deviation of the mean and 95% of the data falls within 2 standard deviations of the mean. I calculated the mean of the data set to be 134 and the standard deviation to be 41.

Based off our data for spaces w/o NL it is reasonable to assume:
The middle 50% of the data falls between 106.53 and 161.47
The middle 60% of the data falls between 99.56 and 168.44
The middle 68% of the data falls between 93 and 175
The middle 70% of the data falls between 91.36 and 176.64
The middle 80% of the data falls between 81.52 and 186.48
The middle 90% of the data falls between 66.76 and 201.24
The middle 95% of the data falls between 52 and 216

In conclusion, I would consider either the 68% or 70% range reasonable; it is well over half and 1 or more standard deviations from the mean.

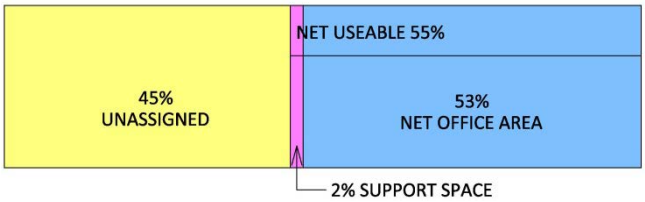
METHODOLOGY FOR CALCULATING BUILD-OUT YIELD IN EXISTING BUILDINGS

An important exercise in comparing district buildings to hypothetical new ones is to compare the maximum number of workstations each can support. From the Methodology section we know 25% of a typical new office building is unassigned area, 20% is support area, and 55% is office area. The sum of the support area and office area, 75%, is the net usable area:



Existing buildings have a fixed amount of unassigned space (circulation, toilets, walls, and mechanical space). The remaining area, called the net usable area, is composed of office area, support area, and vacant or potentially usable space. The diagram for 2 Gov. Aiken looks like this:

Adj GBA:	8,950 sf
Net usable area:	4,960 sf
Unassigned:	3,990 sf
Office area:	4,825 sf
Support area:	135 sf



To explore what a building might look like if it were more densely used, it makes sense to assume the unassigned area is fixed and therefore the net usable area is fixed. As density increases, more support area is needed. The maximum proportion of office area to net usable area is limited to that of the hypothetical building:

$\frac{55}{75}$ = 73.3% is the maximum percentage of net usable space that may be used for office area. This assumes all vacant and potentially usable space may be incorporated into either office or support area.

For the example, 2 Gov. Aiken, the maximum office area allowed is 3,636 sf (73.3% of 4,960 sf). Divided by its target workstation count (40), the resulting workstation size is 91 sf. The minimum allowed is93 sf/workstation, and the building has no support area or unfinished area to convert, so 2 Gov. Aiken fails.

If an existing building is able to pass this first test, then it must be confirmed there is sufficient support area left in the building and/or sufficient unused/vacant space to renovate as support space.

$\frac{20}{55}$ = 36% is the corresponding support area needed for a densely occupied office area. An example of this proportion is National Life, where the typical workstation area is 97 sf. Support area is approximately one third of the office area.

To use another example, 136 State Street requires 1,675 sf to meet the workstation target in the first test. This means 603 sf of support area is needed (36% of 1,675). Its existing office area is 1,485 sf and existing support area is 590 sf. 190 sf of its existing support area must be converted to office area, leaving a deficit of 640 sf. This building has 665 sf of unfinished space that can (hopefully!) be renovated into finished space, so it passes.

Buildings that pass the first test are coded green on the chart, and buildings that fail it are coded red. Buildings in the middle zone (yellow or orange), need some amount of office space converted to support space, or support space converted to office space, or unused/vacant space renovated into finished space. The practicality of this was not checked against building floor plans. Instead, this chart simply focuses on the minimum amount of conversion or renovation needed to meet the target number of workstations at minimum workstation size.

PROPERTY	ADJUSTED GBA (SF)	WORKSTATION YIELD OF EQUALLY SIZED NEW BLDG.	EXISTING NET USABLE AREA	MAXIMUM THAT CAN BE USED FOR OFFICE (73.3% OF NET AREA)	EXISTING TOTAL OFFICE AREA	**USE THIS AMOUNT FOR OFFICE AREA**	SIZE OF WORK-STATIONS	REMAINING OFFICE SPACE	SUPPORT AREA NEEDED (36% of OFFICE AREA)	EXISTING SUPPORT AREA	REMAINING SUPPORT AREA	EXISTING UNUSED SPACE	REMAINING NET USABLE	MINIUMUM TO RENOVATE	MINIMUM TO CONVERT
State 112	22,350	99	16,905	12391	13725	12391	125								
State 132	3,035	13	1,835	1345	1720	1345	100								
State 144	5,083	23	3015	2210	2430	2210	98								
State 120	75,672	336	51950	38079	43745	38079	113								
Baldwin 9	2,122	9	1130	828	915	915	97								
State 128	7,076	31	5200	3812	3695	3695	117	0	1330	1505	175	0	0		
Gov. Aiken 4	4,722	21	3440	2522	2485	2485	118	0	895	955	60	0	0		
Baldwin 14-16	4,940	22	4155	3046	2245	2245	102	0	808	1030	222	880	880		
Baldwin 1	6,240	28	3810	2793	3165	2793	101	372	1005	645	12	0	0	0	360
GM Drive 5	41,017	182	24780	18164	20930	18164	100	2766	6539	3850	77	0	0	0	2689
Baldwin 10	4,567	20	3040	2228	2200	1934	95	266	696	430	0	410	0	0	266
State 134	3,048	14	1940	1422	740	1260	93	-520	454	1200	226	0	0	0	520
Baldwin 13	2,703	12	1685	1235	555	1120	93	-565	403	1130	162	0	0	0	565
GM Drive 13	9,265	41	6365	4666	3185	3850	93	-665	1386	3180	1129	0	0	0	665
State 126	6,110	27	3820	2800	1615	2530	93	-915	911	2205	379	0	0	0	915
Taylor 10	4,700	21	4275	3134	650	1950	93	-1300	702	3625	1623	0	0	0	1300
Baldwin 6	24,186	107	14045	10295	7850	10000	93	-2150	3600	6195	445	0	0	0	2150
Berlin Library	10,544	47	8640	6333	1210	4350	93	-3140	1566	7430	2724	0	0	0	3140
State 136	4,070	18	2445	1792	1485	1675	93	-190	603	590	-203	370	167	203	190
Terrace 26	13,757	61	7830	5739	4630	5739	94	-1109	2066	2535	-640	665	25	640	1109
Baldwin 12	3,168	14	2210	1620	1275	1310	93	-35	472	230	-277	705	428	277	35
GM Drive 15	34,355	153	31300	22943	305	14200	93	-13895	5112	30995	11988	0	11988	19000	
Gov. Aiken 2	8,950	40	4960	3636	4825	3636	91	1189	1309	135	15	0	0	0	1178
State 109	124,188	552	67695	49620	33920	49620	90	-15700	17863	33775	212	0	212	0	15,700
Barre Courthouse	42,863	191	23050	16896	11575	16896	89	-5321	6083	11475	71	0	71	0	5321
State 118	4,394	20	2255	1653	1470	1653	85	-183	595	785	7	0	7	0	183
State 116	22,788	101	11270	8261	6760	8261	82	-1501	2974	2280	-2195	2230	35	2195	1501
Barre McFarland	50,524	225	24595	18028	15800	18028	80	-2228	6490	8795	77	0	77	0	2228
State 110	10,200	45	4765	3493	4010	3493	77	517	1257	755	15	0	15	0	517
State 133	103,160	458	47700	34964	35665	34964	76	701	12587	12035	149	0	149	0	701
State 111	46,672	207		0				0	0		0		0	0	
State 115	47,324	210		0				0	0		0		0	0	
Middlesex VSARA	54,305	241		0				0	0		0		0	0	

	Building is currently as efficient as an equally sized new building.
	Building could be used as efficiently as an equally sized new building within the existing office area.
	Building could be used as efficiently as an equally sized new building if some finished space is converted.
	Building could be used as efficiently as an equally sized new building if some unfinished space is renovated.
	Building requires major renovation or change of use to be used as efficiently as an equally sized new building.

2 Aiken: This building has significant unassigned space: 8 bathrooms for 40 people. If 4 were eliminated, this building could meet the target yield.

116 State: 6760+1500 = 8,260 max sf at 93 sf/workstation, max occupancy = 89 (note that excess circulation could be used to create more office area)



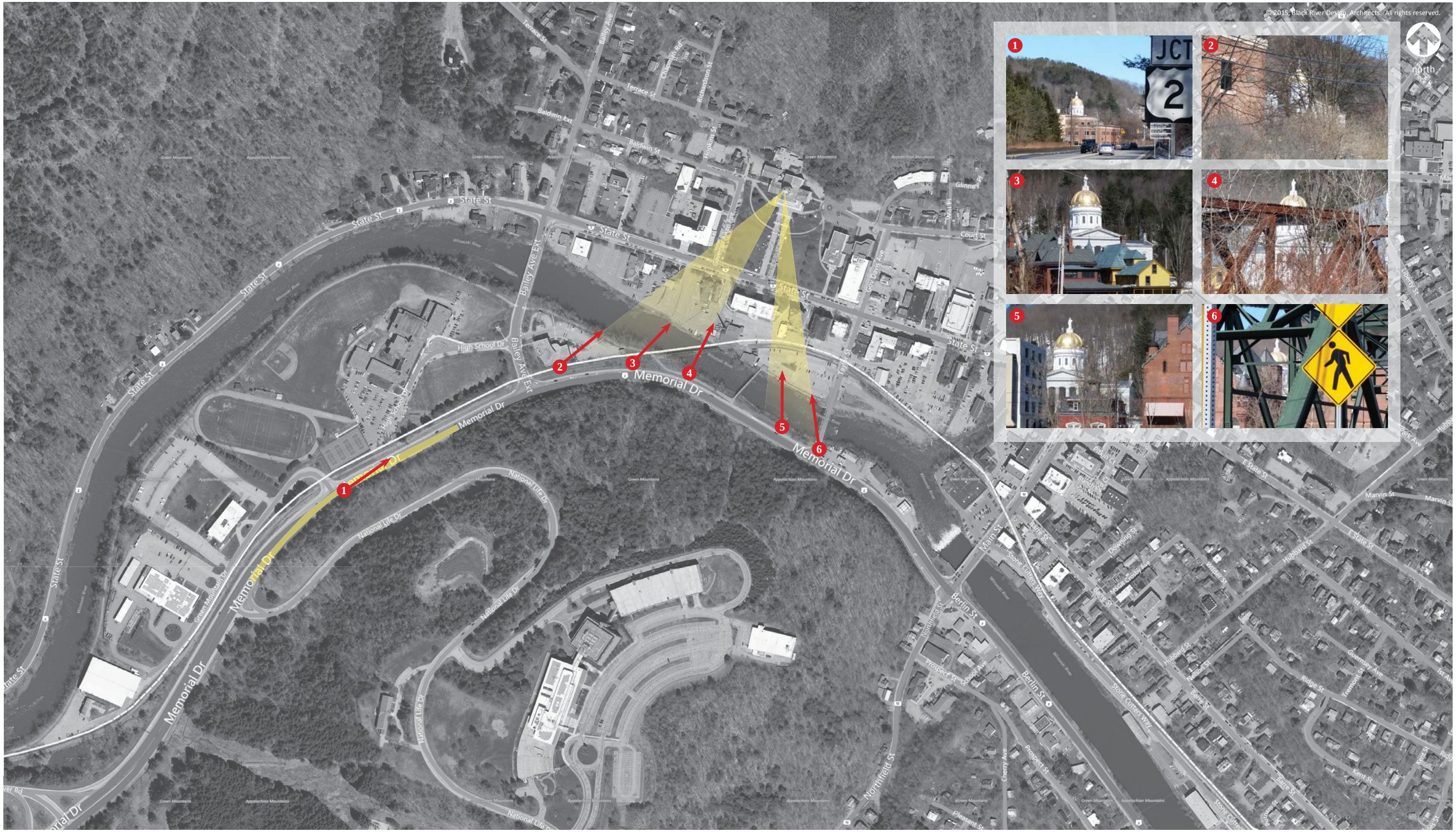
LANDMARK AND BACKGROUND STATE BUILDINGS

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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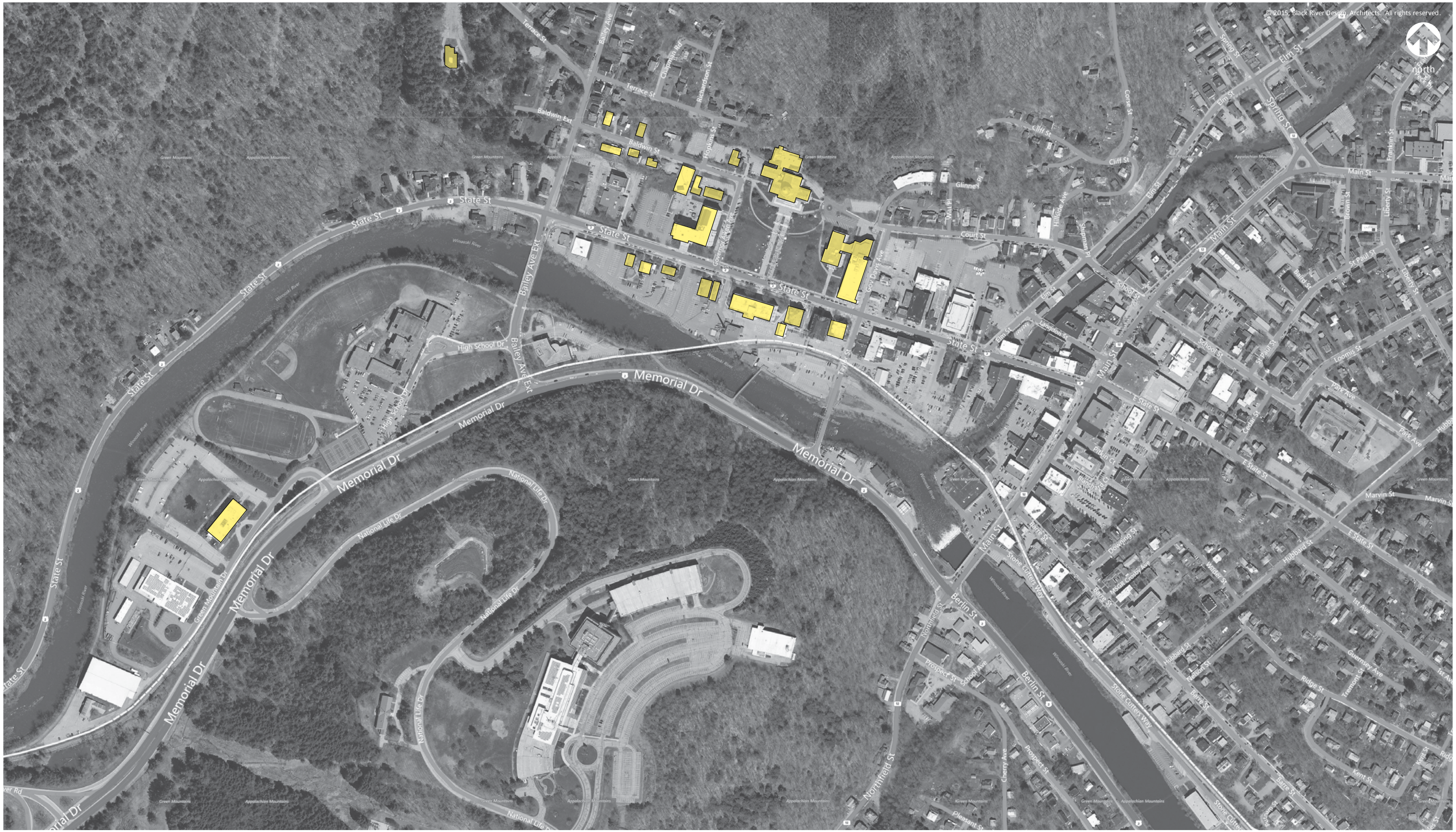


STATEHOUSE DOME VIEW CORRIDORS

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

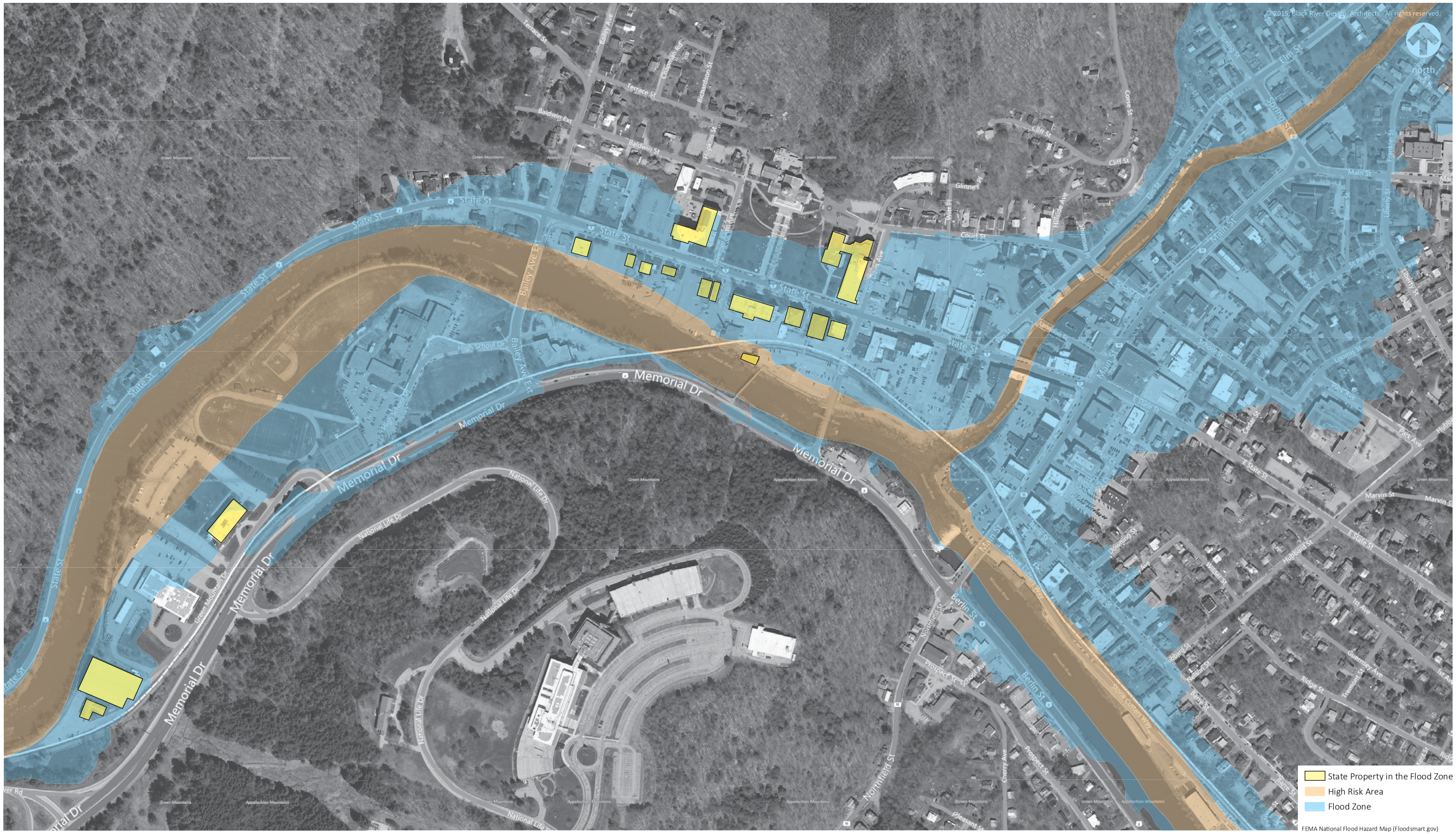
BLACK RIVER DESIGN ARCHITECTS



LISTED OR ELIGIBLE TO BE LISTED ON THE STATE HISTORIC REGISTER

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

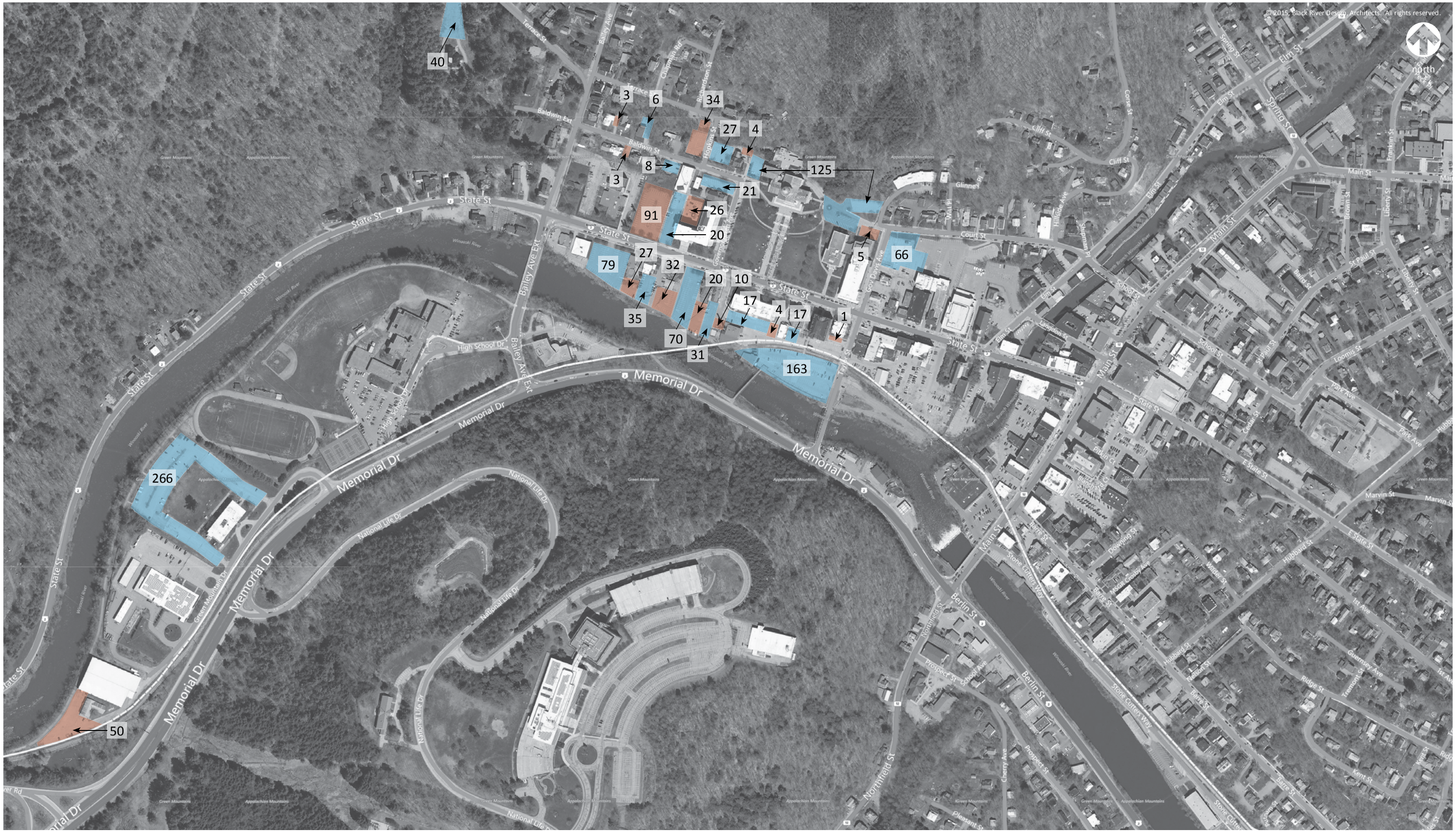


STATE BUILDINGS IN THE FLOOD ZONE

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

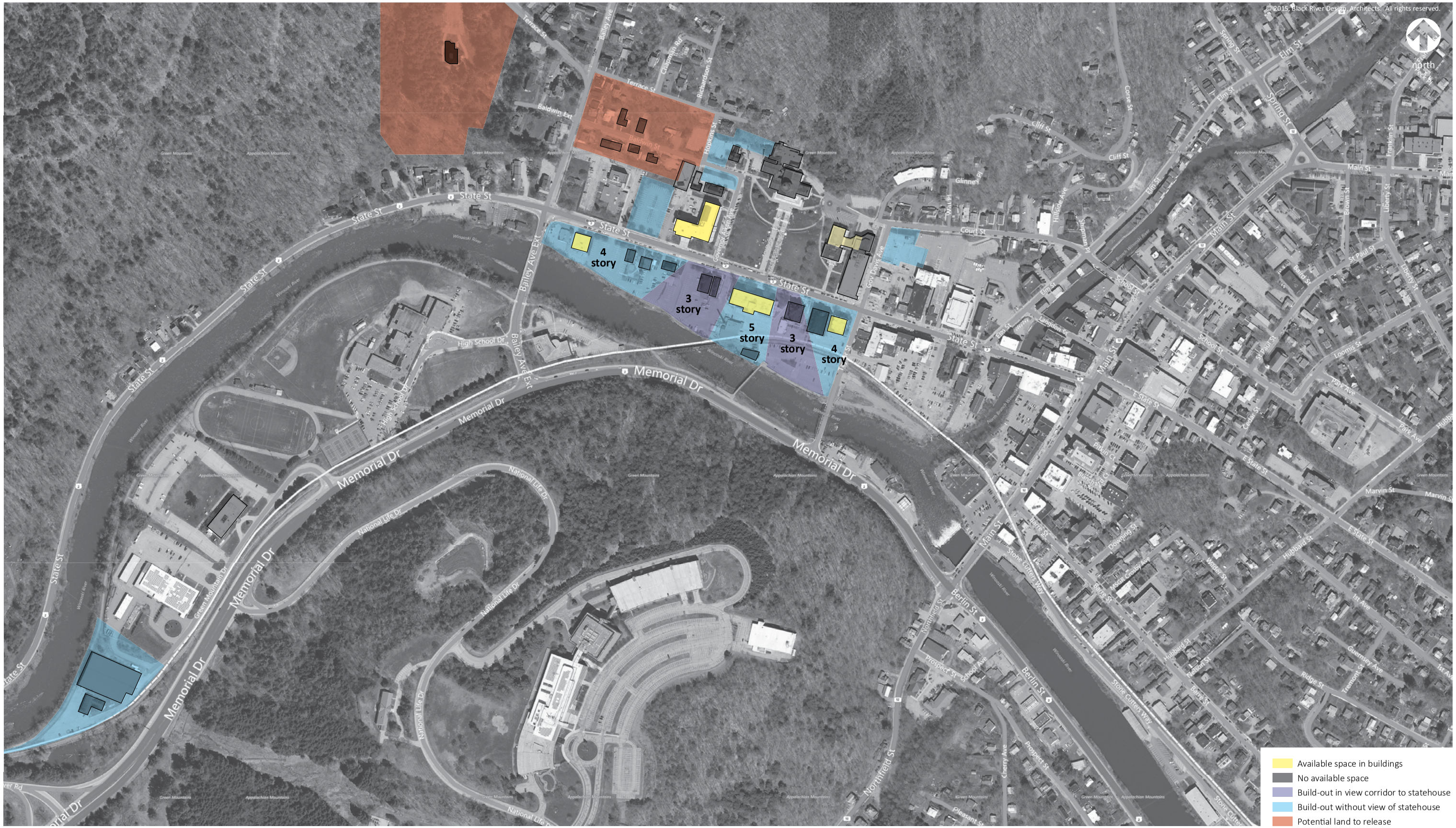
BLACK RIVER DESIGN ARCHITECTS



PARKING

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District



AVAILABLE PROPERTY

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS



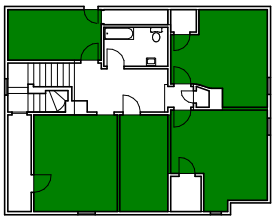
BUILD OUT SITES INCLUDED IN REPORT (NOT ON MAP: 578 PAINE TPKE AND 1080 US RT. 2)

07/31/15 | not to scale

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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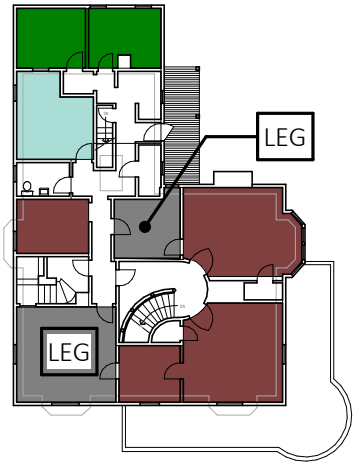
north



LEVEL 3

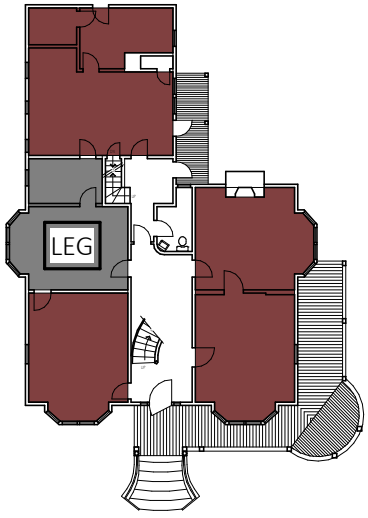
USER GROUP

- IT
- JOINT FISCAL COMMITTEE
- LEGAL SERVICES
- SUPPORT

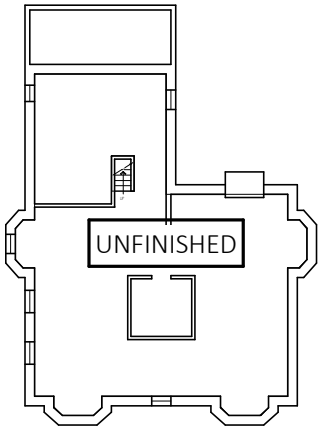


LEVEL 2

AGENCY/DEPT	USER GROUP	LEVEL	AREA
LEG	IT	LEVEL 2	145 SF
			145 SF
LEG	JOINT FISCAL COMMITTEE	LEVEL 1	1345 SF
LEG	JOINT FISCAL COMMITTEE	LEVEL 2	650 SF
			1990 SF
LEG	LEGAL SERVICES	LEVEL 2	205 SF
LEG	LEGAL SERVICES	LEVEL 3	820 SF
			1025 SF
LEG	SUPPORT	LEVEL 1	315 SF
LEG	SUPPORT	LEVEL 2	330 SF
			645 SF



LEVEL 1



BASEMENT

MONTPELIER - BALDWIN 01

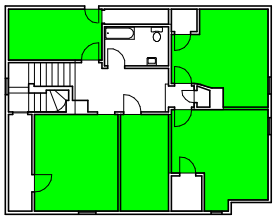
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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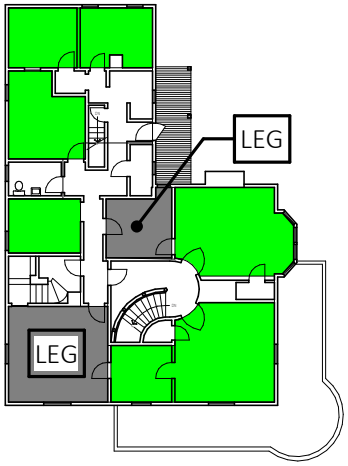
north



LEVEL 3

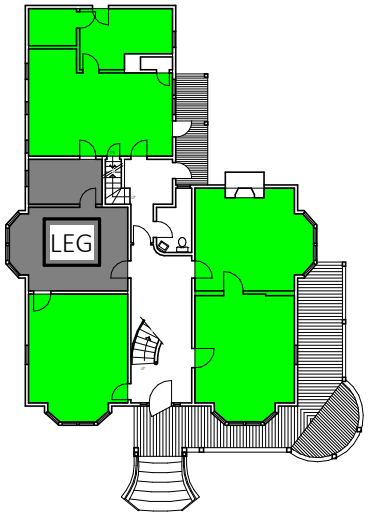
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

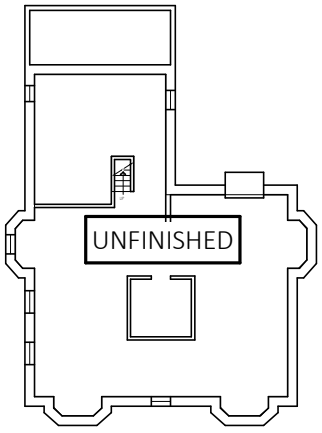


LEVEL 2

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
LEG	IT	LEVEL 2	145
LEG	JOINT FISCAL COMMITTEE	LEVEL 1	149
LEG	JOINT FISCAL COMMITTEE	LEVEL 2	93
LEG	LEGAL SERVICES	LEVEL 2	103
LEG	LEGAL SERVICES	LEVEL 3	137
LEG	SUPPORT	LEVEL 1	n/a
LEG	SUPPORT	LEVEL 2	n/a



LEVEL 1



BASEMENT

MONTPELIER - BALDWIN 01

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	Baldwin-01-2B, Baldwin-01-3A		
	Building Address	Montpelier - 1 Baldwin Street	
	Floor Level	2, 3	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	Legal Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		Total #	Comments
Full Time	Employees	6	(2) - 2nd Flr (4) - 3rd Flr
	Workstations	6	(2) - 2nd Flr (4) - 3rd Flr
Other - Part time/ Hotel	Employees	2	(2) PT in session only - 3rd Flr
	Workstations	2	(2) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	unknown	

Comments:

Not enough room for everyone, want everyone to be in same space(s)
OK if their user groups are mixed together within the space and would take ANY available space
Clients are in State House, so location is ideal

Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	Baldwin-01-2C		
	Building Address	Montpelier - 1 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	IT	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	with workspace for machines
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	unknown	

Comments:

Not enough room for everyone, want everyone to be in same space(s)
OK if their user groups are mixed together within the space and would take ANY available space
Clients are in State House, so location is ideal

Filled out by Black River Design, Architects			
Date of Interview	23-Feb-15		
Cell Name	Baldwin-01-1A, Baldwin-01-2A		
	Building Address	Montpelier - 1 Baldwin Street	
	Floor Level	1, 2	
Occupant	Agency	(LEG) Legislative Branch	
	Department	(JFC) Joint Fiscal Committee	
	User Group	(JFC) Joint Fiscal Committee	
Filled Out by the Respondent (Do not write above this line)			
Name	Catherine Benham		
Telephone	828-0111		
		Total #	Comments
Full Time	Employees	13	(9) - 1st Flr (4) - 2nd Flr
	Workstations	13	(9) - 1st Flr (4) - 2nd Flr
Other - Part time/ Hotel	Employees	2	(1) PT, (1) intern - 2nd Flr
	Workstations	3	(1) hotel - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	15	
	Other	3	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: The spaces can be loud, but they know it is an old building with shared offices			

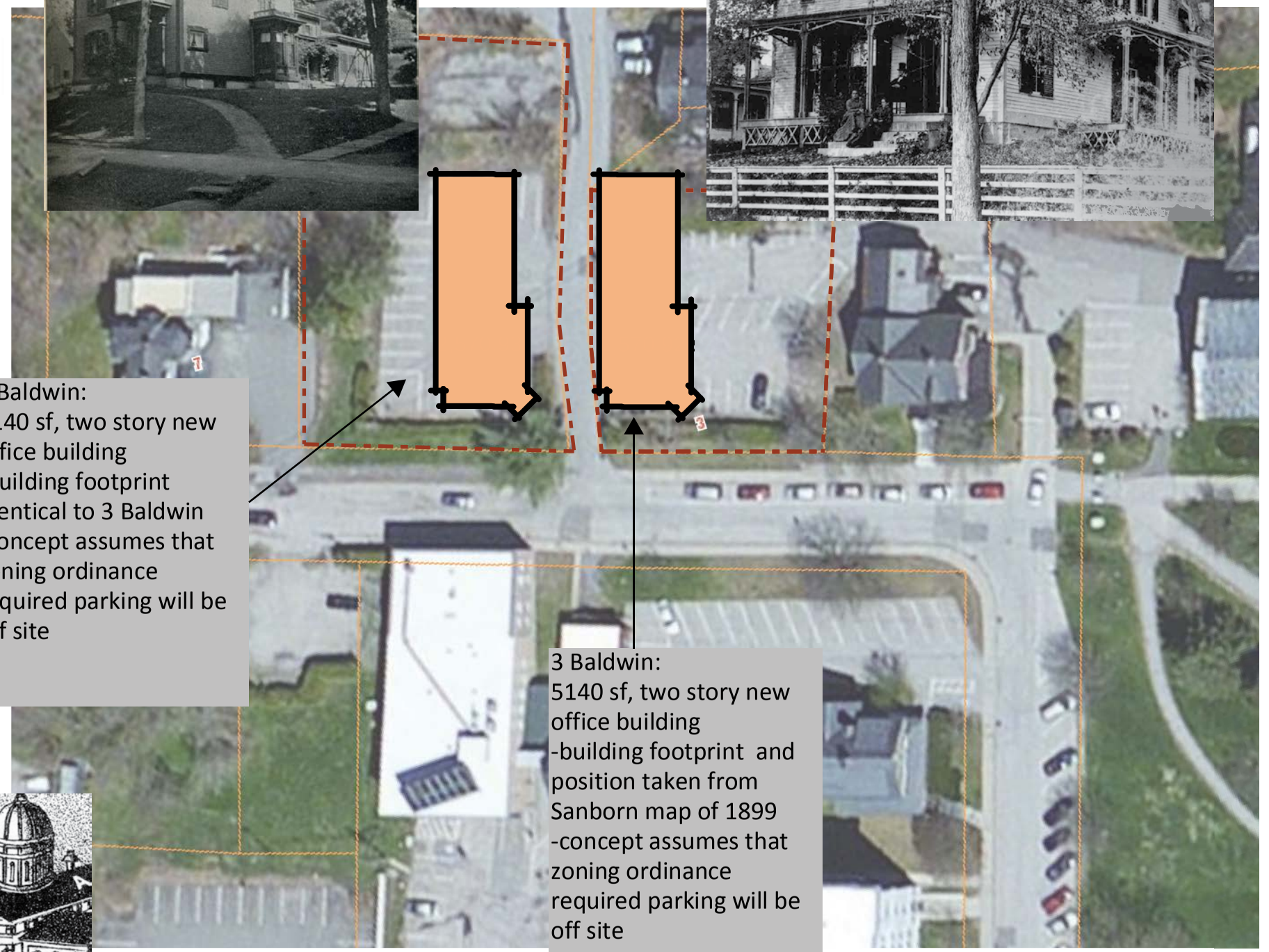
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"Solution" produced by maintaining existing parking and adding for new office space as required by zoning



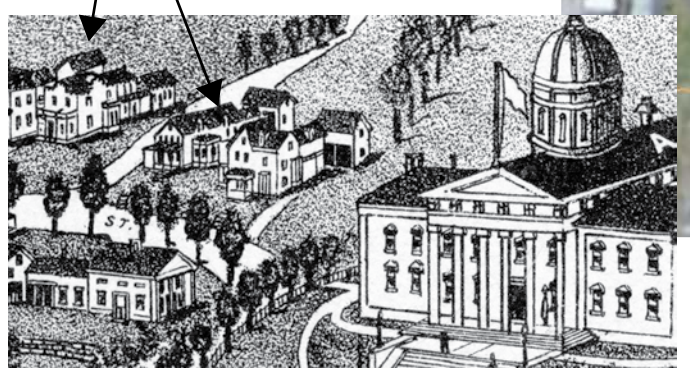




5 Baldwin:
5140 sf, two story new office building
-building footprint identical to 3 Baldwin
-concept assumes that zoning ordinance required parking will be off site

3 Baldwin:
5140 sf, two story new office building
-building footprint and position taken from Sanborn map of 1899
-concept assumes that zoning ordinance required parking will be off site

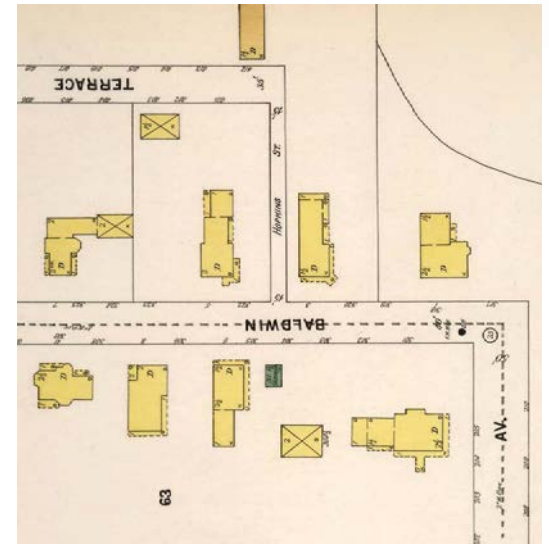
1884 image showing houses that existed at 3 and 5 Baldwin



north

Baldwin 03 summary	cars	GBA
existing	25	0
option 1	10	5140 sf

Baldwin 05 summary	cars	GBA
existing	34	0
option 1	24	5140 sf



1894 Sanborn map showing structures at Baldwin St 03 and 05

MONTPELIER: BALDWIN 03 AND BALDWIN 05: BUILD OUT POTENTIAL FOR OFFICE
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

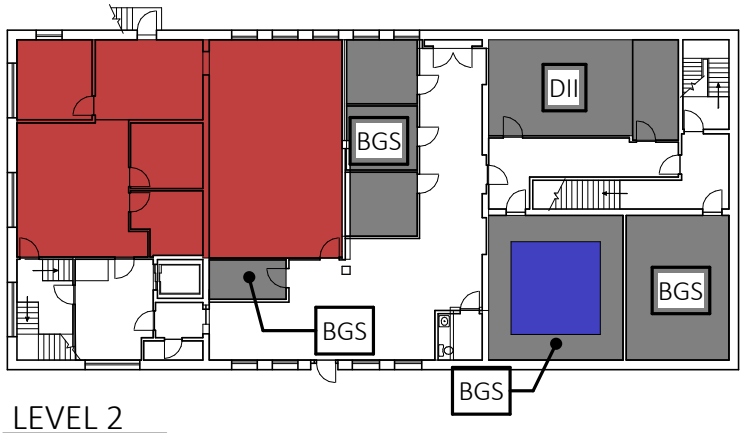
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north

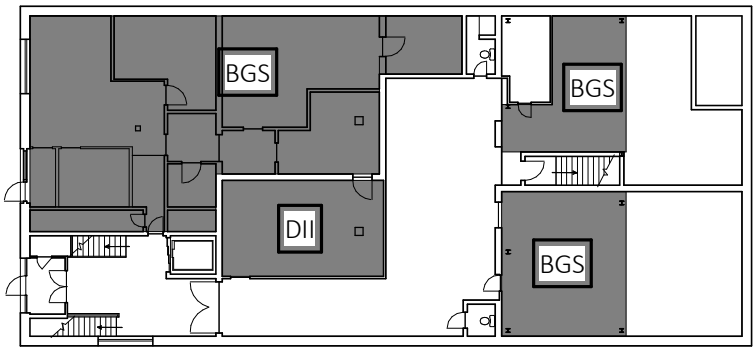
AGENCY/DEPT	USER GROUP	Level	Area
FINANCIAL SERVICES	FINANCE	LEVEL 2	1720 SF
			1720 SF
BGS	SECURITY	LEVEL 2	200 SF
			200 SF
	SUPPORT	LEVEL 1	2840 SF
	SUPPORT	LEVEL 2	1485 SF
			4330 SF

USER GROUP

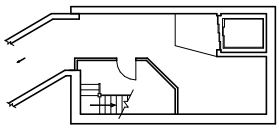
- CENTRAL OFFICE
- CURATOR
- FINANCE
- RISK MANAGEMENT
- SECURITY
- SUPPORT



LEVEL 2



LEVEL 1



LEVEL 0

MONTPELIER - BALDWIN 06

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

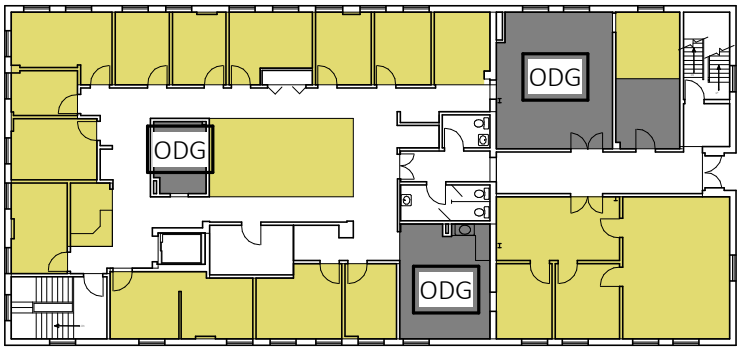
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AGENCY/DEPT	USER GROUP	Level	Area
	CENTRAL OFFICE	LEVEL 4	2870 SF
			2870 SF
FINANCIAL SERVICES	FINANCE	LEVEL 3	535 SF
			535 SF
FINANCIAL SERVICES	RISK MANAGEMENT	LEVEL 3	1790 SF
			1790 SF
BGS	SECURITY	LEVEL 3	735 SF
			735 SF
	SUPPORT	LEVEL 3	1020 SF
ODG	SUPPORT	LEVEL 4	830 SF
			1845 SF

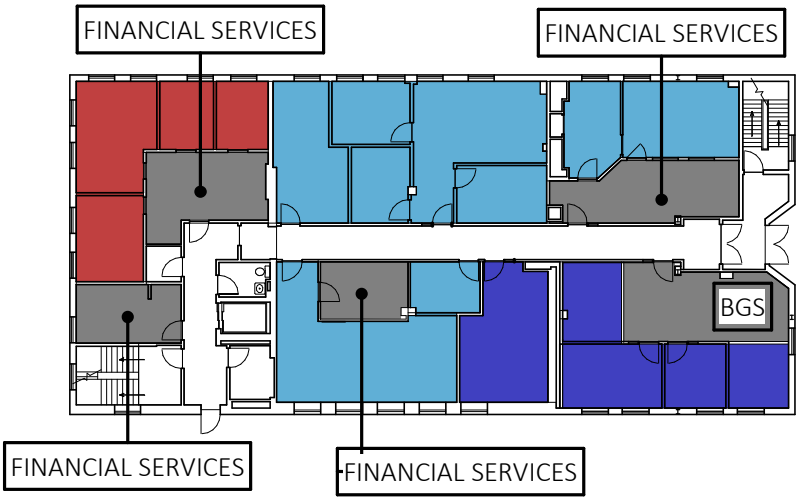
USER GROUP

- CENTRAL OFFICE
- CURATOR
- FINANCE
- RISK MANAGEMENT
- SECURITY
- SUPPORT

north



LEVEL 4



LEVEL 3

MONTPELIER - BALDWIN 06

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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north

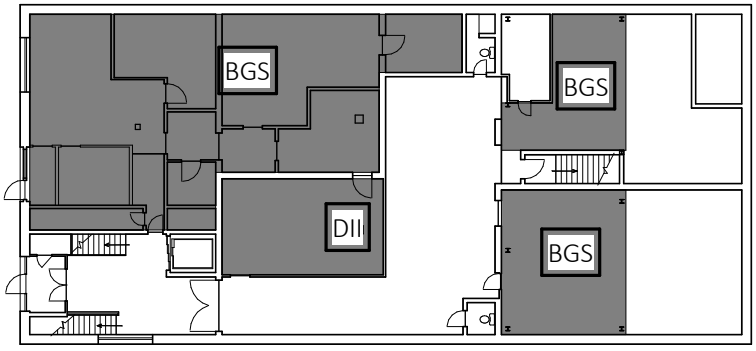
AGENCY/DEPT	USER GROUP	Level	SF/WKSTN
FINANCIAL SERVICES	FINANCE	LEVEL 2	143
BGS	SECURITY	LEVEL 2	100
	SUPPORT	LEVEL 1	n/a
	SUPPORT	LEVEL 2	n/a

SPACE UTILIZATION

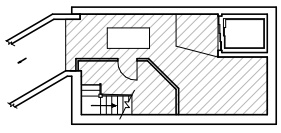
- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 2



LEVEL 1



LEVEL 0

MONTPELIER - BALDWIN 06

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

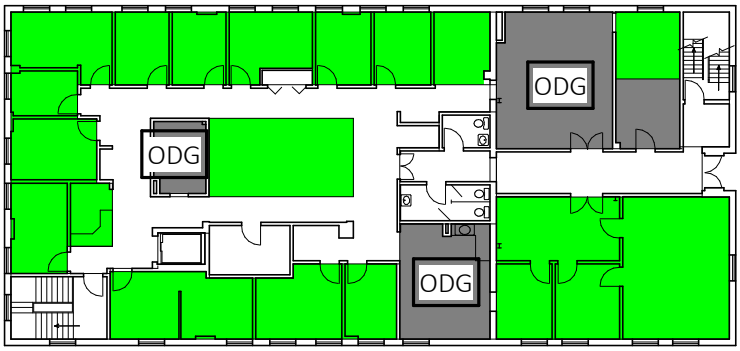
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AGENCY/DEPT	USER GROUP	Level	SF/WKSTN
	CENTRAL OFFICE	LEVEL 4	130
FINANCIAL SERVICES	FINANCE	LEVEL 3	134
FINANCIAL SERVICES	RISK MANAGEMENT	LEVEL 3	119
BGS	SECURITY	LEVEL 3	123
	SUPPORT	LEVEL 3	n/a
ODG	SUPPORT	LEVEL 4	n/a

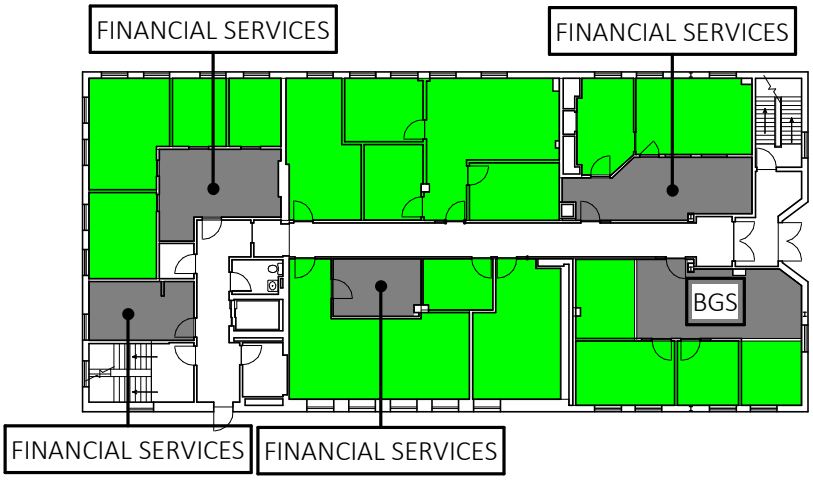
north

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 4



LEVEL 3

MONTPELIER - BALDWIN 06

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name	Baldwin-06-2A, Baldwin-06-3A		
	Building Address	Montpelier - 6 Baldwin Street	
	Floor Level	2, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Financial Services	
	User Group	Finance	
Filled Out by the Respondent (Do not write above this line)			
Name	Paul Rousseau		
Telephone	828-0681		
		Total #	Comments
Full Time	Employees	13	(10) - 2nd Flr (3) - 3rd Flr
	Workstations	15	(11) - 2nd Flr (4) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	1	(1) other - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	Work (10), Break (1), Storage (10) Loves space
Comments: There is some flexibility with unclaimed adjacent storage space. 2nd floor employees need to go upstairs for break space or they go outside in nice weather			

Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name	Baldwin-06-3B		
	Building Address	Montpelier - 6 Baldwin Street	
	Floor Level	3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Financial Services	
	User Group	Risk Management	
Filled Out by the Respondent (Do not write above this line)			
Name	Paul Rousseau		
Telephone	828-0681		
		Total #	Comments
Full Time	Employees	15	
	Workstations	15	Risk Management may be contracted out
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	15 (or 2)	If contracted out, number drops to (2)
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	Work (8), Break (8), Storage (8)
Comments: Some work areas could use more space, some work areas have lighting/air flow issues, lacking bathrooms Possibilities for unclaimed corridor/storage area on Level 2 - Risk Management and/or Ergo Lab Security important			

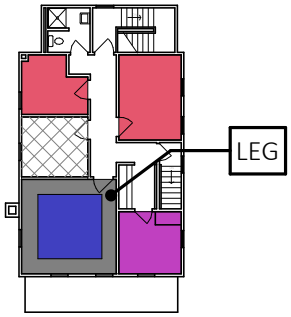
Filled out by Black River Design, Architects			
Date of Interview	18-Dec-14		
Cell Name	Baldwin-06-4A		
	Building Address	Montpelier - 6 Baldwin Street	
	Floor Level	4	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Office of the Defender General	
	User Group	Central Office	
Filled Out by the Respondent (Do not write above this line)			
Name	Lora Evans		
Telephone	828-3160		
		Total #	Comments
Full Time	Employees	21	
	Workstations	21	
Other - Part time/ Hotel	Employees	10	(1) PT-IT, (2) PT Contracts, (1) temp, (6) law clerk volunteers
	Workstations	1	(1) used by PT-IT Others use library space
5-10 Year Staff Total (Estimate)	Full Time	24	
	Other	10	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	Work (6), Break (8), Storage (4) Need storage for records currently in corridor
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	13-Jan-15		
Cell Name	Baldwin-06-2B, Baldwin-06-3C		
	Building Address	Montpelier- 6 Baldwin Street	
	Floor Level	2, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Security	

Filled Out by the Respondent (Do not write above this line)			
Name	Tom Cheney		
Telephone	828-1406		
		Total #	Comments
Full Time	Employees	6	(6) - 3rd Flr
	Workstations	6	(6) - 3rd Flr
Other - Part time/ Hotel	Employees	11	(11) - 2nd Flr, check in for off site guards
	Workstations	2	(2) shared - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK 8	2nd flr - Increased demand for security could be at every state building 3rd Flr
	Other	DNK 0	2nd flr - Increased demand for security could be at every state building 3rd Flr
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	Work (7), Break (0), Storage (8) Can share break room with Finance, Most storage is off-site
Comments: Locker and Changing Areas are inadequate User Group location is not ideal, no visual connection to campus			

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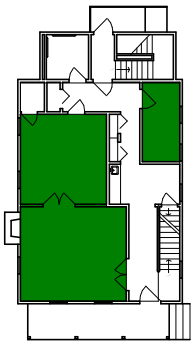
north



LEVEL 2

USER GROUP

- BOARD OF BAR EXAMINERS
- FRIENDS OF THE VERMONT STATEHOUSE
- KPMG
- MAJORITY
- SUPPORT
- VACANT

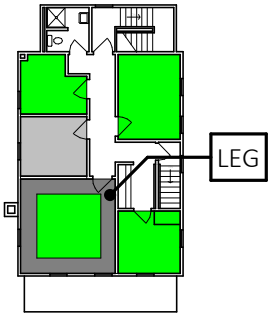


LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	AREA
LEG	BOARD OF BAR EXAMINERS	LEVEL 2	210 SF
			210 SF
FRIENDS	FRIENDS OF THE VERMONT STATEHOUSE	LEVEL 2	95 SF
			95 SF
AUD	KPMG	LEVEL 1	510 SF
			510 SF
LEG	MAJORITY	LEVEL 2	100 SF
			100 SF
LEG	SUPPORT	LEVEL 2	120 SF
			120 SF
	VACANT	LEVEL 2	95 SF
			95 SF

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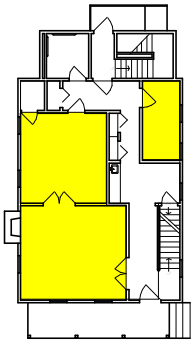
north



LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
LEG	BOARD OF BAR EXAMINERS	LEVEL 2	105
FRIENDS	FRIENDS OF THE VERMONT STATEHOUSE	LEVEL 2	95
AUD	KPMG	LEVEL 1	85
LEG	MAJORITY	LEVEL 2	100
LEG	SUPPORT	LEVEL 2	n/a
	VACANT	LEVEL 2	n/a

Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	Baldwin-09-2B		
	Building Address	Montpelier - 9 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Friends of the Vermont Statehouse	
	User Group	Friends of the Vermont Statehouse	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		#	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

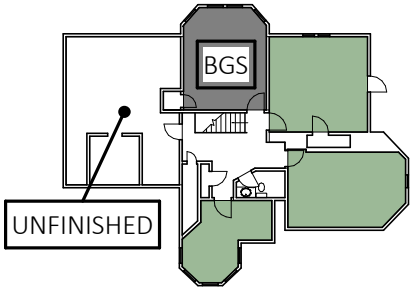
Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	Baldwin-09-2A		
	Building Address	Montpelier- 9 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Supreme Court	
	User Group	Board of Bar Examiners	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	4	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Work (5), Break (5), Storage (5)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	Baldwin-09-1A		
	Building Address	Montpelier- 9 Baldwin Street	
	Floor Level	1	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AUD) Office of the State Auditor	
	User Group	KPMG	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	6	Seasonal contractors
	Workstations	6	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

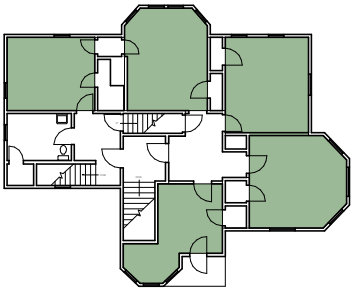
Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	Baldwin-09-2C		
	Building Address	Montpelier - 9 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	Majority	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		#	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	1	PT in session only
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

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north



LEVEL 3

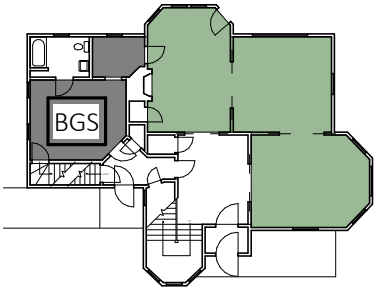


LEVEL 2

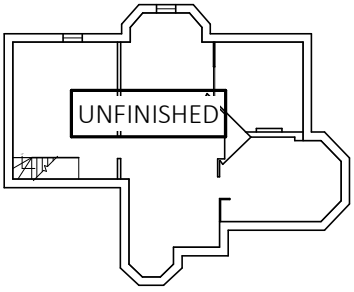
USER GROUP

PURCHASING & CONTRACTS

SUPPORT



LEVEL 1



BASEMENT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	PURCHASING & CONTRACTS	LEVEL 1	735 SF
BGS	PURCHASING & CONTRACTS	LEVEL 2	905 SF
BGS	PURCHASING & CONTRACTS	LEVEL 3	560 SF
			2200 SF
BGS	SUPPORT	LEVEL 1	230 SF
BGS	SUPPORT	LEVEL 3	200 SF
			430 SF

MONTPELIER - BALDWIN 10

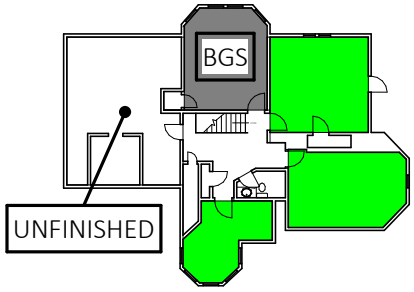
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

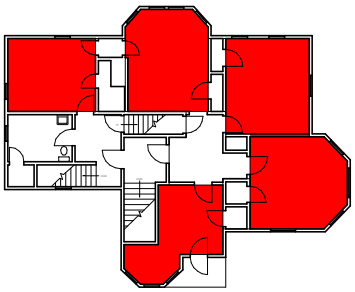
BLACK RIVER DESIGN ARCHITECTS

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north



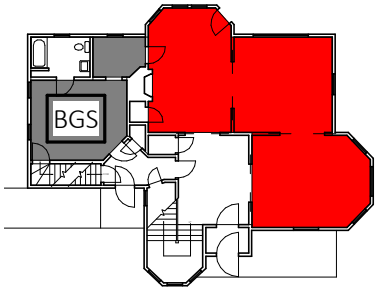
LEVEL 3



LEVEL 2

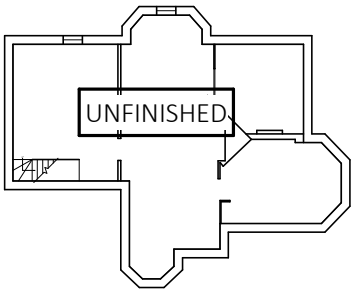
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	PURCHASING & CONTRACTS	LEVEL 1	184
BGS	PURCHASING & CONTRACTS	LEVEL 2	181
BGS	PURCHASING & CONTRACTS	LEVEL 3	140
BGS	SUPPORT	LEVEL 1	n/a
BGS	SUPPORT	LEVEL 3	n/a



BASEMENT

MONTPELIER - BALDWIN 10

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

BALDWIN 10					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
~~SITE~~					
~~PORCH(ES)~~					
FOUNDATION	Water at east end	x			
~~EXTERIOR FINISH~~					
~~OPENINGS~~					
~~INSULATION~~					
~~ROOF~~					
~~INTERIOR FINISH~~					
~~HISTORIC~~					
~~STRUCTURAL~~					
~~MCHANICAL~~					
~~ELECTRICAL~~					
~~ACCESSIBILITY~~					
~~FIRE SUPPRESSION~~					

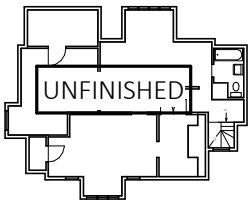
Relative Minimum Cost to Upgrade to BGS Standard= $10,000

BGS Addendum: $190,000 was added to Black River Design's limited walk through to replace the old windows with historic, efficient units.
Estimated total project cost: $200,000 in 2015$

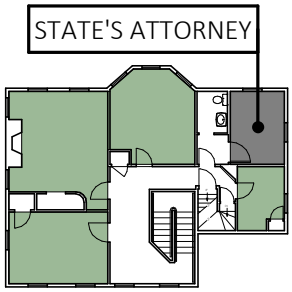
Filled out by Black River Design, Architects			
Date of Interview	7-Jan-15		
Cell Name	Baldwin-10-1A, Baldwin-10-2A, Baldwin-10-3A		
	Building Address	Montpelier- 10 Baldwin Street	
	Floor Level	1, 2, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Purchasing & Contracts	
Filled Out by the Respondent (Do not write above this line)			
Name	Deborah Damore		
Telephone	828-5784		
		#	Comments
Full Time	Employees	11	(4) - 1st Flr (5) - 2nd Flr (2) - 3rd Flr
	Workstations	12	(4) - 1st Flr (5) - 2nd Flr (3) - 3rd Flr
Other - Part time/ Hotel	Employees	1	(1) intern - 3rd Flr
	Workstations	1	(1) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	13	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	Work (9), Break (7), Storage (6.5) Break room=Conference room, Files everywhere including bathrooms
Comments: Central location, important to be near state house			

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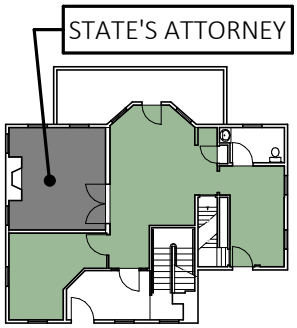
north



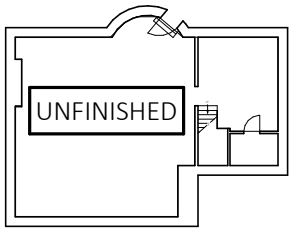
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

USER GROUP

STATE'S ATTORNEYS & SHERIFFS

SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
STATE'S ATTORNEY	STATE'S ATTORNEYS & SHERIFFS	Level 1	615 SF
STATE'S ATTORNEY	STATE'S ATTORNEYS & SHERIFFS	Level 2	660 SF
			1275 SF
STATE'S ATTORNEY	SUPPORT	Level 1	230 SF
STATE'S ATTORNEY	SUPPORT	Level 2	95 SF
			325 SF

MONTPELIER - BALDWIN 12

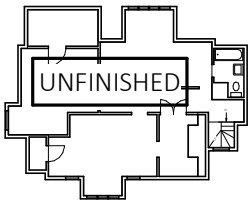
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

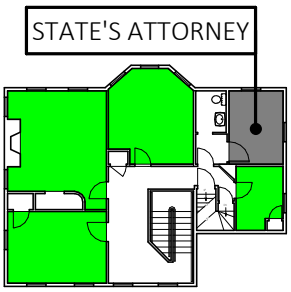
BLACK RIVER DESIGN ARCHITECTS

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north



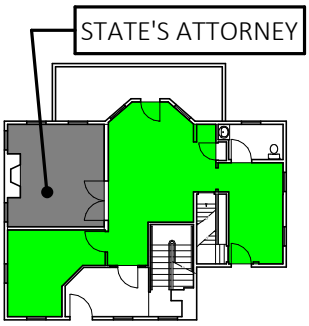
LEVEL 3



LEVEL 2

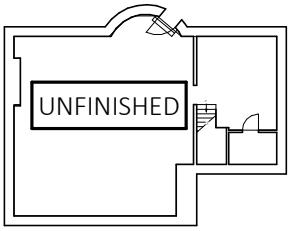
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
STATE'S ATTORNEY	STATE'S ATTORNEYS & SHERIFFS	Level 1	154
STATE'S ATTORNEY	STATE'S ATTORNEYS & SHERIFFS	Level 2	165
STATE'S ATTORNEY	SUPPORT	Level 1	n/a
STATE'S ATTORNEY	SUPPORT	Level 2	n/a



BASEMENT

MONTPELIER - BALDWIN 12

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

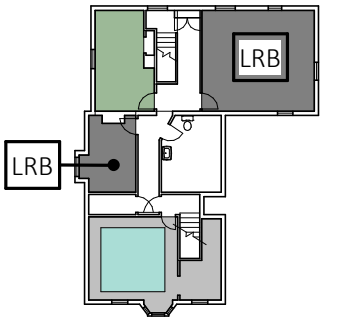
BALDWIN 12					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
~~SITE~~					
PORCH(ES)	Historic renovation	x			
~~FOUNDATION~~	Check foundation at north of building, leaning inward				
~~EXTERIOR FINISH~~					
~~OPENINGS~~					
~~INSULATION~~					
~~ROOF~~					
~~INTERIOR FINISH~~					
~~HISTORIC~~					
~~STRUCTURAL~~					
~~MECHANICAL~~					
~~ELECTRICAL~~					
~~ACCESSIBILITY~~	Check pitch of ramp, concrete is heaving				
~~FIRE SUPPRESSION~~					

Relative Minimum Cost to Upgrade to BGS Standard= $150,000

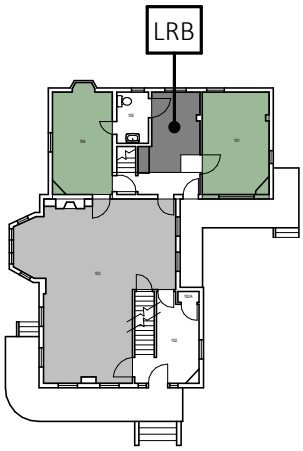
Filled out by Black River Design, Architects			
Date of Interview	20-Feb-15		
Cell Name	Baldwin-12-1A, Baldwin-12-2A		
	Building Address	Montpelier- 12 Baldwin Street	
	Floor Level	1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Department of State's Attorneys & Sheriffs	
	User Group	State's Attorneys & Sheriffs	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cahill		
Telephone	828-2888		
		#	Comments
Full Time	Employees	6	(2) - 1st Flr (4) - 2nd Flr
	Workstations	6	(2) - 1st Flr (4) - 2nd Flr
Other - Part time/ Hotel	Employees	2	(2) PT contractors - 1st Flr
	Workstations	2	(2) - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	8	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments:			

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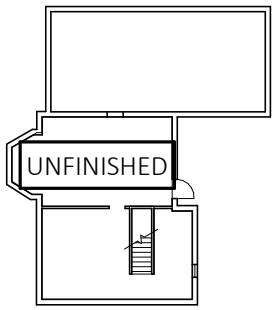
north



LEVEL 2



LEVEL 1



BASEMENT

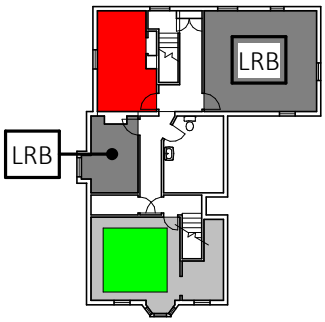
USER GROUP

- LABOR RELATIONS BOARD
- VOSHA REVIEW BOARD
- SUPPORT
- SHARED SUPPORT

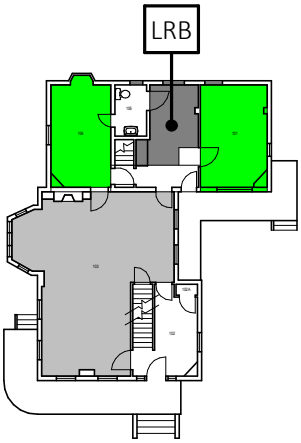
AGENCY/DEPT	USER GROUP	LEVEL	AREA
LRB	LABOR RELATIONS BOARD	Level 1	325 SF
LRB	LABOR RELATIONS BOARD	Level 2	130 SF
			460 SF
	SHARED SUPPORT	Level 1	520 SF
	SHARED SUPPORT	Level 2	150 SF
			670 SF
LRB	SUPPORT	Level 1	95 SF
LRB	SUPPORT	Level 2	365 SF
			460 SF
VRB	VOSHA REVIEW BOARD	Level 2	100 SF
			100 SF

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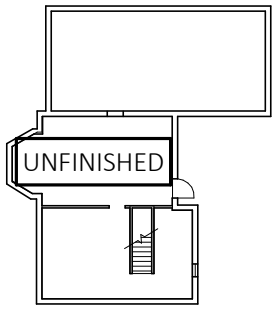
north



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
LRB	LABOR RELATIONS BOARD	Level 1	163
LRB	LABOR RELATIONS BOARD	Level 2	0
	SHARED SUPPORT	Level 1	n/a
	SHARED SUPPORT	Level 2	n/a
LRB	SUPPORT	Level 1	n/a
LRB	SUPPORT	Level 2	n/a
VRB	VOSHA REVIEW BOARD	Level 2	100

BALDWIN 13					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
SITE					
PORCH(ES)	New trex decking			x	
FOUNDATION	Water, need to pump out Structural damage in specific locations- can see daylight	x			
EXTERIOR FINISH	Repainted summer of 2014			x	
OPENINGS	Replace windows	x			
INSULATION	Improve insulation	x			
ROOF					
INTERIOR FINISH	Finishes are dated, should be replaced	x			
HISTORIC	Yes				
STRUCTURAL	Roof/Floor structure sagging Exterior walls bow	x			
MECHANICAL	Boiler needs replacement HVAC needs replacement Oil tanks are new	x			
ELECTRICAL	Re-wired 2-3 years ago but needs some additional work	x			
ACCESSIBILITY	To first floor only				
FIRE SUPPRESSION	No				

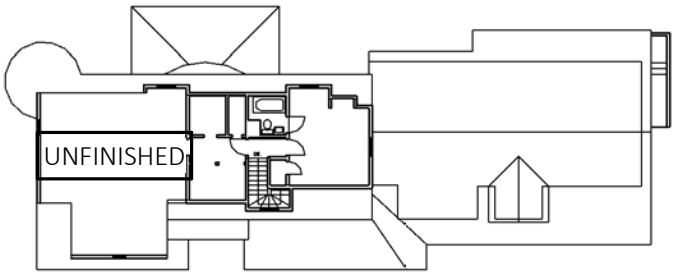
Relative Minimum Cost to Upgrade to BGS Standard= $336,000

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	Baldwin-13-1A, Baldwin-13-2A		
	Building Address	Montpelier- 13 Baldwin Street	
	Floor Level	1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Labor Relations Board	
	User Group	Labor Relations Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Tim Noonan		
Telephone	828-2700		
		#	Comments
Full Time	Employees	1	(1) - 1st Flr
	Workstations	1	(1) - 1st Flr
Other - Part time/ Hotel	Employees	1	(1) PT - 1st Flr
	Workstations	1	(1) - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	1	(1) - 1st Flr
	Other	1	(1) - 1st Flr
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments: (1) empty office on 2nd Flr			

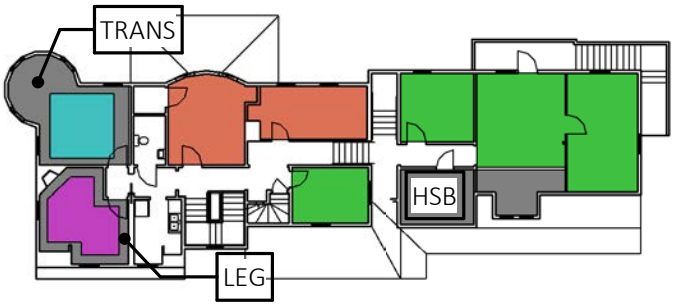
Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	Baldwin-13-2B		
	Building Address	Montpelier- 13 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	VOSHA Review Board	
	User Group	VOSHA Review Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		#	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	unknown	
	Other	unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	unknown	
Comments:			

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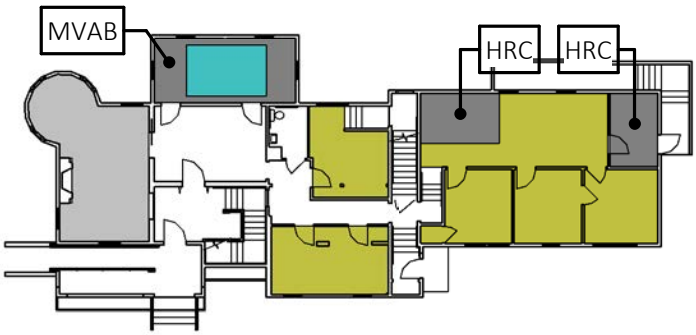
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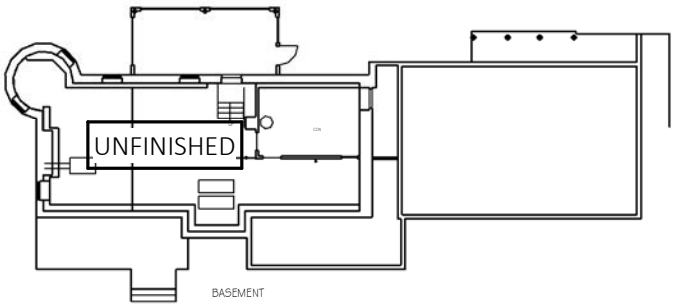
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

USER GROUP

- (HRC) HUMAN RIGHTS COMMISSION
- GREEN UP
- HUMAN SERVICES BOARD
- MINORITY
- NEW MOTOR VEHICLE ARBITRATION BOARD
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
HRC	(HRC) HUMAN RIGHTS COMMISSION	Level 1	990 SF
			990 SF
GREEN UP	GREEN UP	Level 2	315 SF
			315 SF
HSB	HUMAN SERVICES BOARD	Level 2	640 SF
			640 SF
LEG	MINORITY	Level 2	100 SF
			100 SF
TRANS	NEW MOTOR VEHICLE ARBITRATION BOARD	Level 1	100 SF
TRANS	NEW MOTOR VEHICLE ARBITRATION BOARD	Level 2	100 SF
			200 SF
	SHARED SUPPORT	Level 1	350 SF
			350 SF
	SUPPORT	Level 1	305 SF
	SUPPORT	Level 2	375 SF
			680 SF

MONTPELIER - BALDWIN 14-16

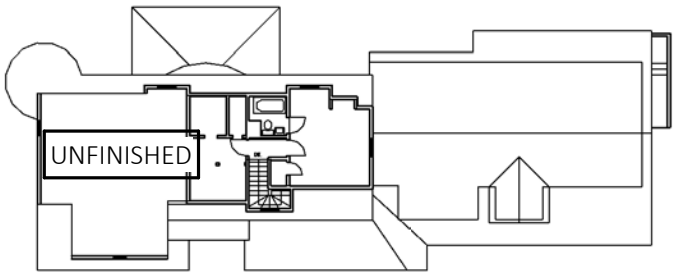
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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

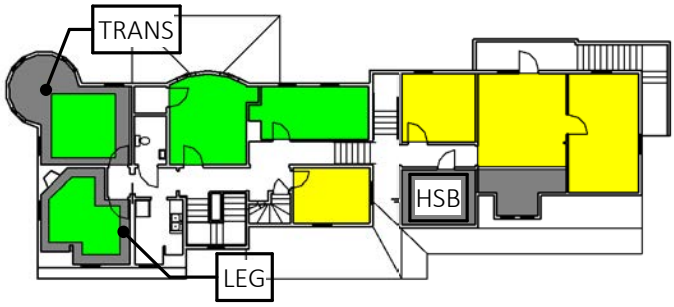
BLACK RIVER DESIGN ARCHITECTS

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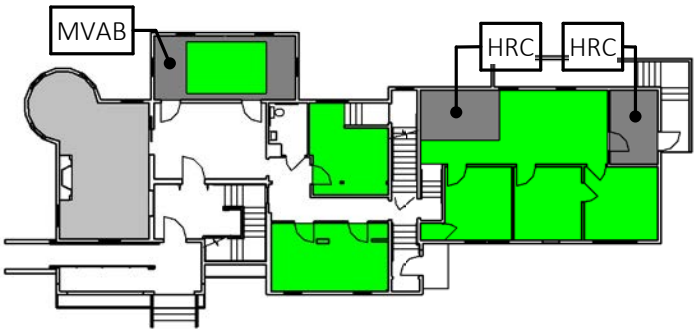
north



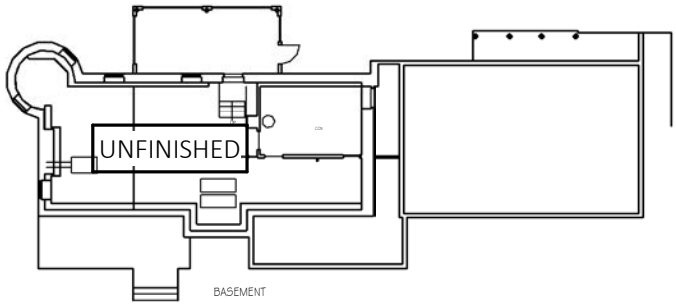
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
HRC	(HRC) HUMAN RIGHTS COMMISSION	Level 1	141
GREEN UP	GREEN UP	Level 2	158
HSB	HUMAN SERVICES BOARD	Level 2	91
LEG	MINORITY	Level 2	100
TRANS	NEW MOTOR VEHICLE ARBITRATION BOARD	Level 1	100
TRANS	NEW MOTOR VEHICLE ARBITRATION BOARD	Level 2	100
	SHARED SUPPORT	Level 1	n/a
	SUPPORT	Level 1	n/a
	SUPPORT	Level 2	n/a

MONTPELIER - BALDWIN 14-16

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	20-Feb-15		
Cell Name	Baldwin-14-16-2A		
	Building Address	Montpelier- 14-16 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	Human Services Board	
	User Group	Human Services Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Janice Guy		
Telephone	828-2536		
		#	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	2	(2) FT Hearing officers to be reduced to PT in July
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	8-Jan-15		
Cell Name	Baldwin-14-16-1A		
	Building Address	Montpelier- 14-16 Baldwin Street	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(HRC) Human Rights Commission	
	User Group	(HRC) Human Rights Commission	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Richards		
Telephone	828-2482		
		Total #	Comments
Full Time	Employees	6	
	Workstations	5	
Other - Part time/ Hotel	Employees	1	(1) intern
	Workstations	2	(1) float
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Work (5), Break (3), Storage (5)

Comments:

Would like a 1/2 door for security at access from waiting area
(2) existing HC spaces are used by employees = none for visitor
Space is less than ideal, but they make it work (awkwardly configured)

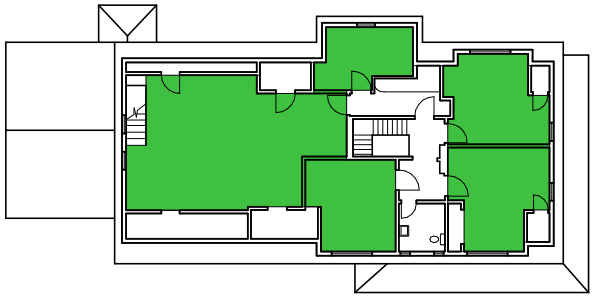
Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	Baldwin-14-16-2C		
	Building Address	Montpelier - 14-16 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Minority	
	User Group	Minority	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		#	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	1	PT in session only
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	Baldwin-14-16-1B		
	Building Address	Montpelier- 14-16 Baldwin Street	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	New Motor Vehicle Arbitration Board	
	User Group	New Motor Vehicle Arbitration Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

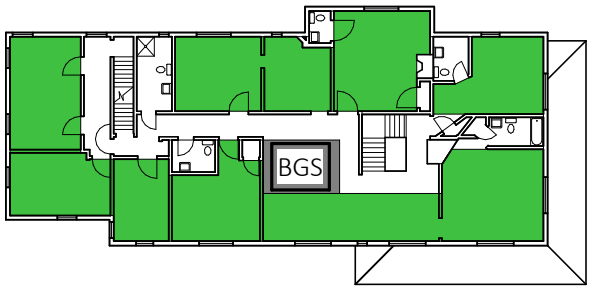
Filled out by Black River Design, Architects			
Date of Interview	20-Feb-15		
Cell Name	Baldwin-14-16-2B		
	Building Address	Montpelier - 14-16 Baldwin Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Green Up	
	User Group	Green Up	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		#	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: Non- Profit, not a state entity			

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north



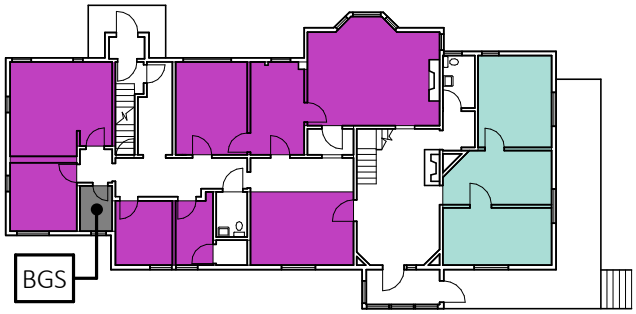
LEVEL 3



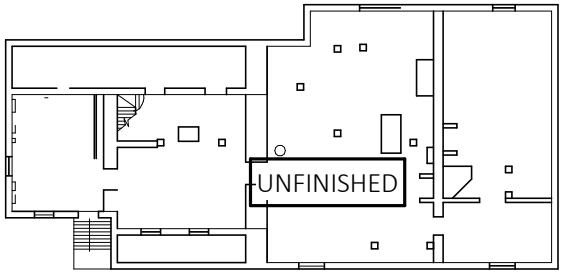
LEVEL 2

USER GROUP

- COMMISSIONER
- CURATOR
- ENGINEERING
- SUPPORT



LEVEL 1



BASEMENT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	COMMISSIONER	LEVEL 1	1295 SF
			1295 SF
BGS	CURATOR	LEVEL 1	465 SF
			465 SF
BGS	ENGINEERING	LEVEL 2	1735 SF
BGS	ENGINEERING	LEVEL 3	1330 SF
			3065 SF
BGS	SUPPORT	LEVEL 1	35 SF
BGS	SUPPORT	LEVEL 2	100 SF
			135 SF

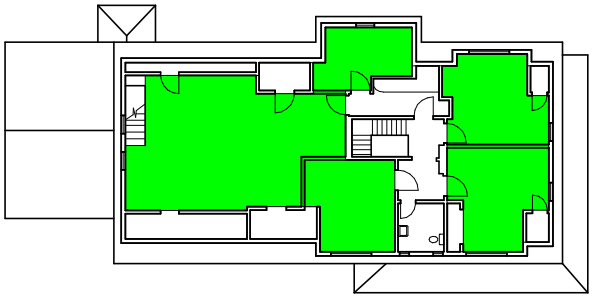
MONTPELIER - GOV. AIKEN 02

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

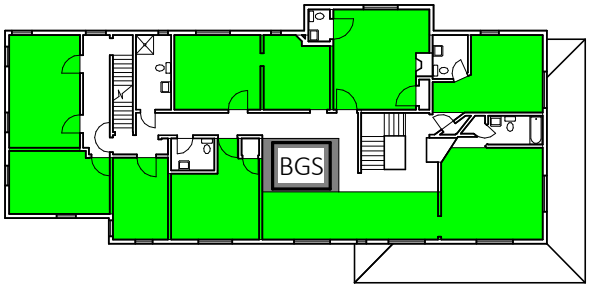
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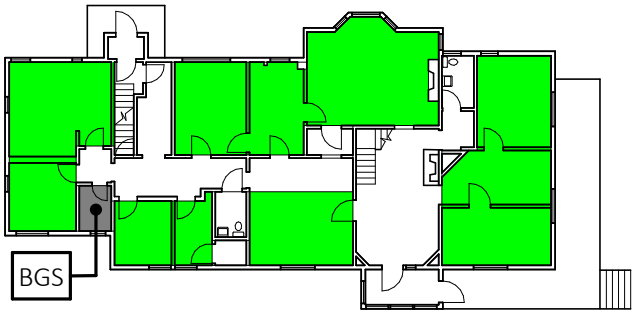


north

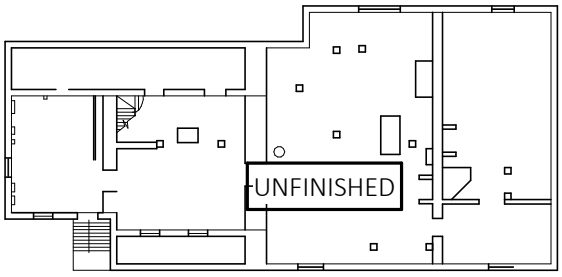
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	COMMISSIONER	LEVEL 1	162
BGS	CURATOR	LEVEL 1	116
BGS	ENGINEERING	LEVEL 2	158
BGS	ENGINEERING	LEVEL 3	148
BGS	SUPPORT	LEVEL 1	n/a
BGS	SUPPORT	LEVEL 2	n/a

MONTPELIER - GOV. AIKEN 02

07/31/15 scale: As indicated

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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north



2 Aiken summary		
	cars	GSF
existing	19	
option 1	35	unchanged

Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name		Aiken-02-1A	
	Building Address	Montpelier - 2 Governor Aiken Avenue	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Commissioner	
Filled Out by the Respondent (Do not write above this line)			
Name	Julie O'Tool Gutgsell		
Telephone	828-0588, Cell 447-2389		
		Total #	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	8	
	Other Desks	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (3), Storage (3)
Comments:			

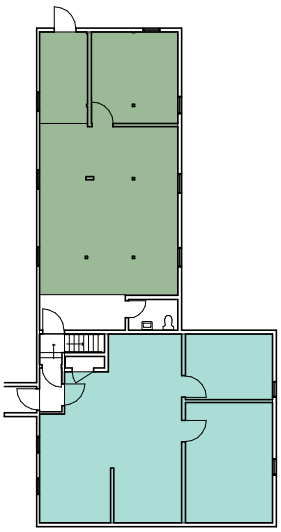
Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name		Aiken-02-1B	
	Building Address	Montpelier - 2 Governor Aiken Avenue	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Curator	

Filled Out by the Respondent (Do not write above this line)			
Name	Julie O'Tool Gutgsell		
Telephone	828-0588, Cell 447-2389		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	2	Other
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other Desks	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	Work (6), Break (0), Storage (2)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name		Aiken-02-2A, Aiken-02-3A	
	Building Address	Montpelier - 2 Governor Aiken Avenue	
	Floor Level	2, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Engineering	
Filled Out by the Respondent (Do not write above this line)			
Name	Julie O'Tool Gutgsell		
Telephone	828-0588, Cell 447-2389		
		Total #	Comments
Full Time	Employees	20	(11) - 2nd Flr (9) - 3rd Flr
	Workstations	20	(11) - 2nd Flr (9) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	23	
	Other Desks	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (3), Storage (3)
Comments:			

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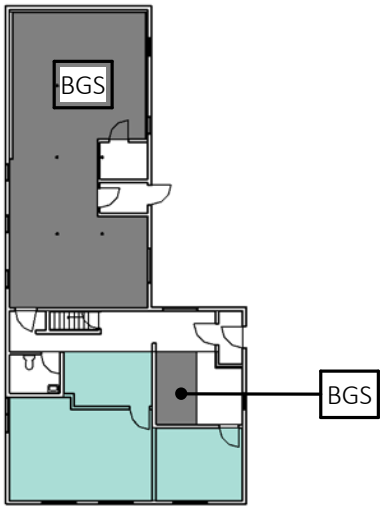
north



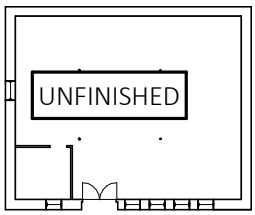
LEVEL 2

USER GROUP

- DRAFTING
- PROPERTY MANAGEMENT
- SUPPORT



LEVEL 1



BASEMENT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	DRAFTING	Level 2	885 SF
			885 SF
BGS	PROPERTY MANAGEMENT	Level 1	620 SF
BGS	PROPERTY MANAGEMENT	Level 2	980 SF
			1600 SF
BGS	SUPPORT	Level 1	955 SF
			955 SF

MONTPELIER - GOV. AIKEN 04

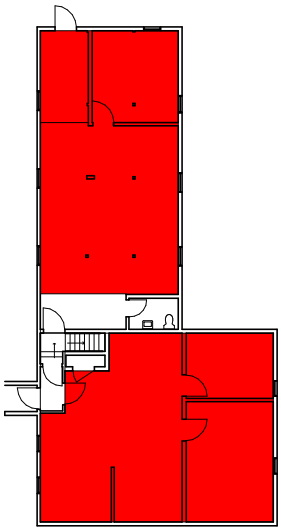
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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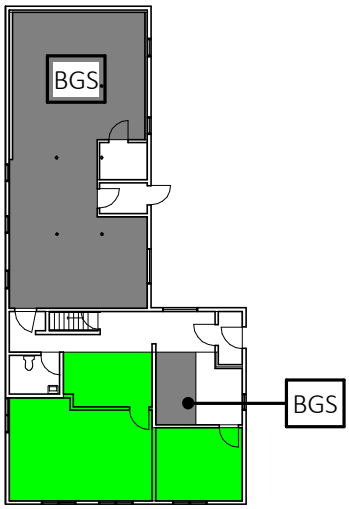
north



LEVEL 2

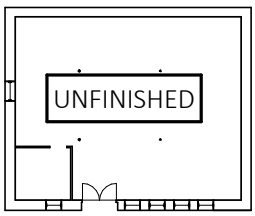
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	DRAFTING	Level 2	177
BGS	PROPERTY MANAGEMENT	Level 1	155
BGS	PROPERTY MANAGEMENT	Level 2	196
BGS	SUPPORT	Level 1	n/a



BASEMENT

MONTPELIER - GOV. AIKEN-04

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

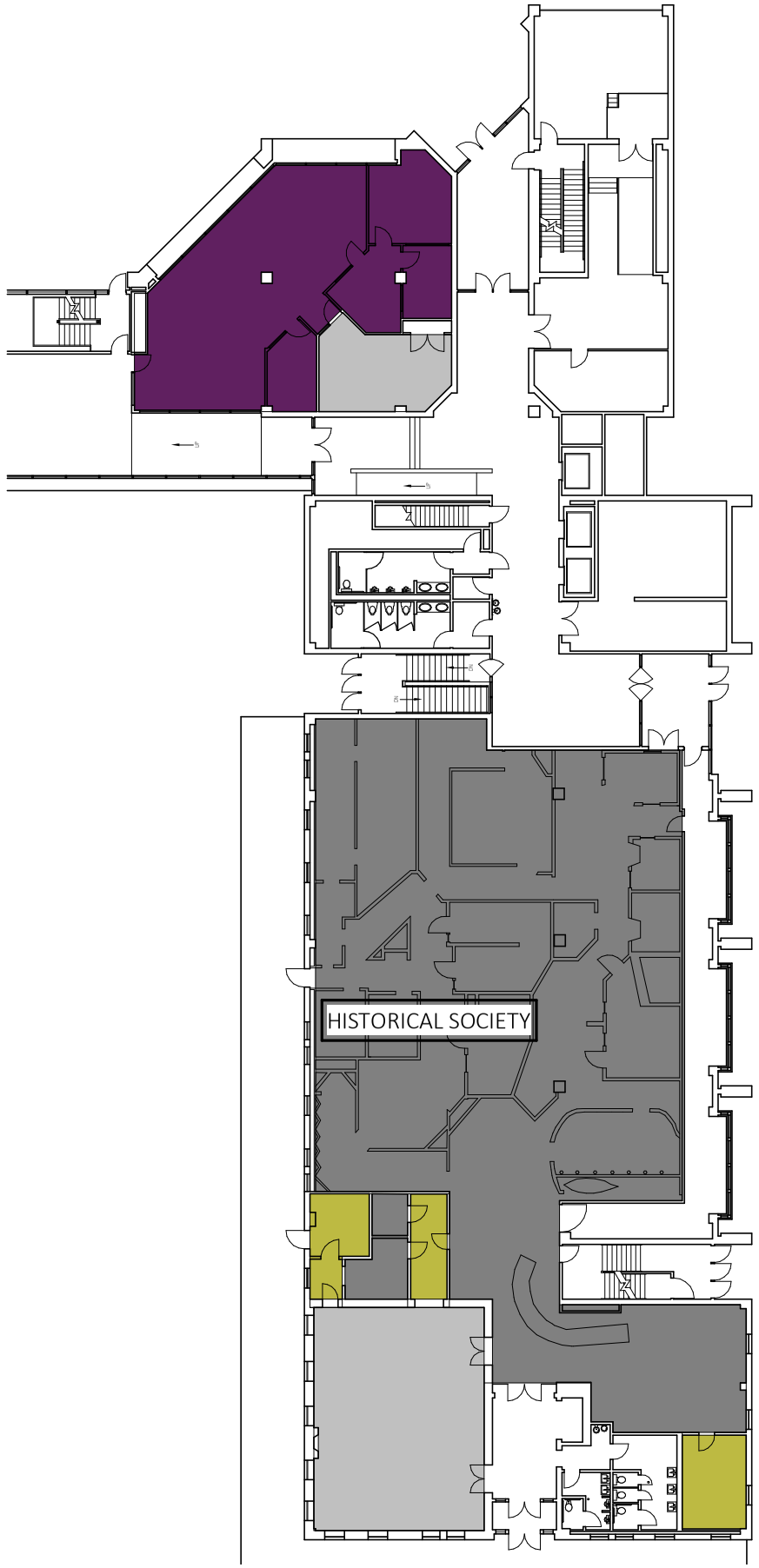
BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	9-Feb-15		
Cell Name	Aiken-04-1A, Aiken-04-2A		
	Building Address	Montpelier- 4 Governor Aiken Avenue	
	Floor Level	1, 2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings and General Services	
	User Group	Property Management	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Laferriere		
Telephone	828-1115		
		#	Comments
Full Time	Employees	7	(2) - 1st Flr (5) - 2nd Flr
	Workstations	7	(2) - 1st Flr (5) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	2	(2) hotel- 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	7	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments: In 10 yrs, could see increase depending on own/ lease arrangement			

Filled out by Black River Design, Architects			
Date of Interview	9-Feb-15		
Cell Name	Aiken-04-2B		
	Building Address	Montpelier- 4 Governor Aiken Avenue	
	Floor Level	2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Buildings and General Services	
	User Group	Drafting	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Laferriere		
Telephone	828-1115		
		#	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments: Plan Room on 1st Flr is shared with Engineering and Property Management			

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north

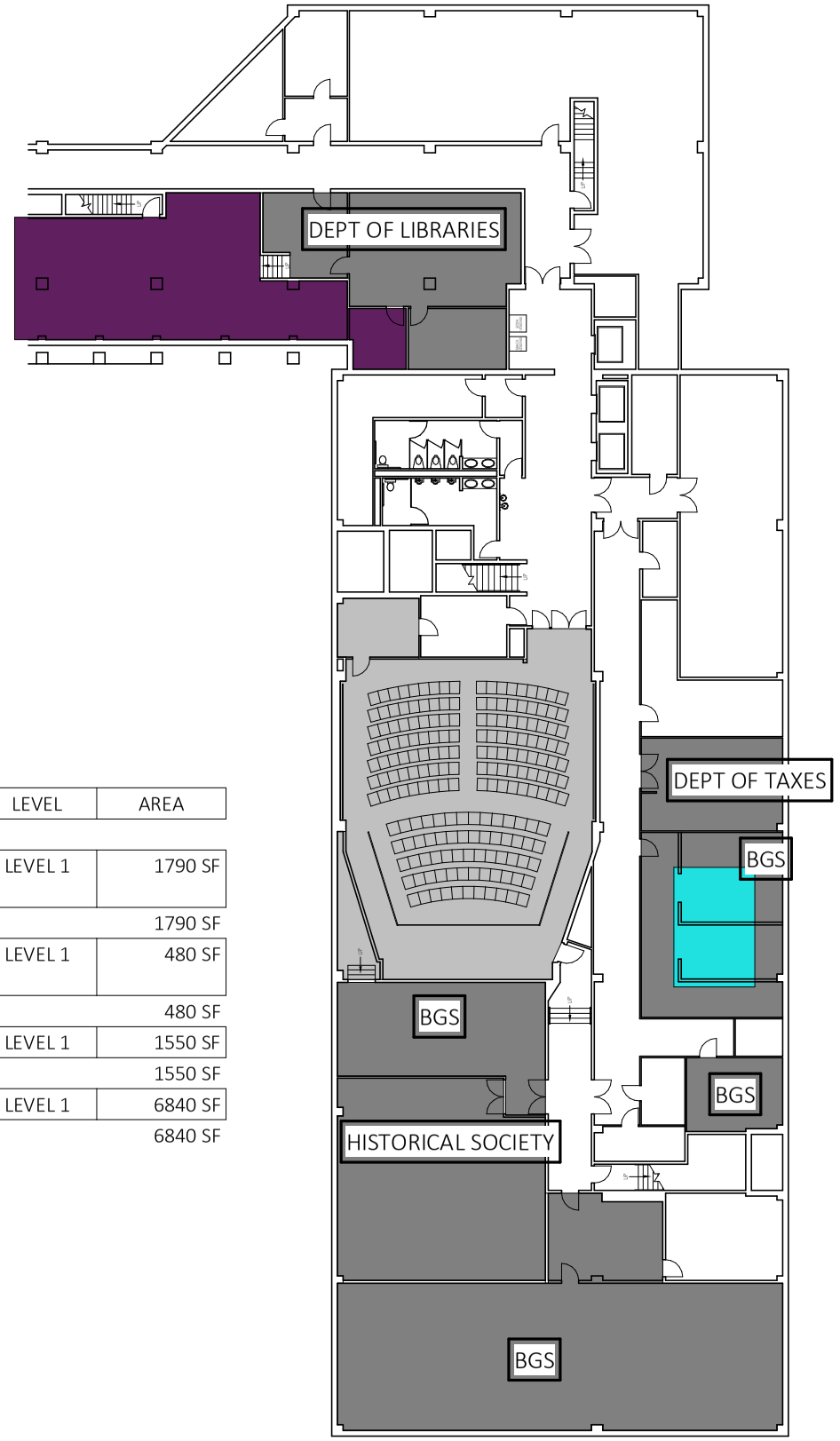


USER GROUP

- CENTRAL LIBRARY
- MUSEUM OFFICES
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT OF LIBRARIES	CENTRAL LIBRARY	LEVEL 1	1790 SF
			1790 SF
HISTORICAL SOCIETY	MUSEUM OFFICES	LEVEL 1	480 SF
			480 SF
	SHARED SUPPORT	LEVEL 1	1550 SF
			1550 SF
	SUPPORT	LEVEL 1	6840 SF
			6840 SF

LEVEL 1



USER GROUP

- CENTRAL LIBRARY
- MAINTENANCE
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 0	1265 SF
			1265 SF
BGS	MAINTENANCE	Level 0	300 SF
			300 SF
	SHARED SUPPORT	Level 0	2640 SF
			2640 SF
	SUPPORT	Level 0	6335 SF
			6335 SF

BASEMENT

MONTPELIER - STATE 109

07/31/15 scale: 1" = 30'-0"

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USER GROUP

- (GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW
- (MFRAU) MEDICAID FRAUD & RESIDENTIAL ABUSE UNIT
- ADMINISTRATION
- CIVIL
- FINANCIAL OPERATIONS
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AGO	(GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW	Level 3	1855 SF
			1855 SF
AGO	(MFRAU) MEDICAID FRAUD & RESIDENTIAL ABUSE UNIT	Level 3	920 SF
			920 SF
AGO	ADMINISTRATION	Level 3	920 SF
			920 SF
AGO	CIVIL	Level 3	1905 SF
			1905 SF
F&M	FINANCIAL OPERATIONS	Level 3	2040 SF
			2040 SF
	SUPPORT	Level 3	3485 SF
			3485 SF

Level 3



USER GROUP

- (GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW
- ADMINISTRATION
- CENTRAL LIBRARY
- CRIMINAL
- ENVIRONMENTAL
- HUMAN SERVICES 1
- PUBLIC PROTECTION
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AGO	(GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW	Level 2	320 SF
			320 SF
AGO	ADMINISTRATION	Level 2	595 SF
			595 SF
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 2	585 SF
			585 SF
AGO	CRIMINAL	Level 2	1640 SF
			1640 SF
AGO	ENVIRONMENTAL	Level 2	1125 SF
			1125 SF
AGO	HUMAN SERVICES 1	Level 2	700 SF
			700 SF
AGO	PUBLIC PROTECTION	Level 2	2510 SF
			2510 SF
	SUPPORT	Level 2	6030 SF
			6030 SF

Level 2

north

MONTPELIER - STATE 109

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

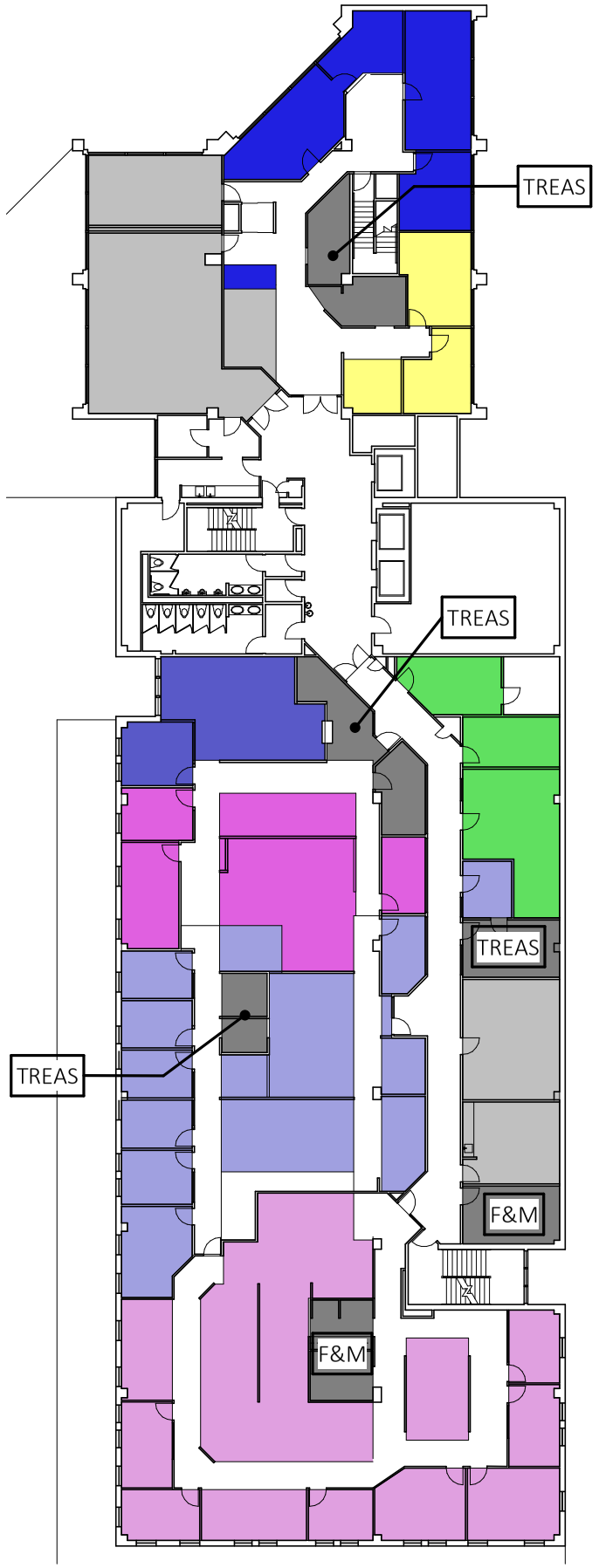


USER GROUP

- BUDGET & MANAGEMENT
- GOVERNOR
- HEALTHCARE
- SECRETARY
- SERVERMONT
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
F&M	BUDGET & MANAGEMENT	Level 5	1565 SF
			1565 SF
GOV	GOVERNOR	Level 5	2365 SF
			2365 SF
HEALTH	HEALTHCARE	Level 5	1170 SF
			1170 SF
SEC	SECRETARY	Level 5	860 SF
			860 SF
AHS	SERVERMONT	Level 5	540 SF
			540 SF
	SHARED SUPPORT	Level 5	325 SF
			325 SF
	SUPPORT	Level 5	3425 SF
			3425 SF

Level 5



USER GROUP

- FINANCIAL OPERATIONS
- INFORMATION TECHNOLOGY
- INVESTMENT MANAGEMENT
- RETIREMENT OPERATIONS
- TREASURER'S ADMINISTRATION
- TREASURY OPERATIONS
- UNCLAIMED PROPERTY
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
F&M	FINANCIAL OPERATIONS	Level 4	2700 SF
			2700 SF
TREAS	INFORMATION TECHNOLOGY	Level 4	710 SF
			710 SF
TREAS	INVESTMENT MANAGEMENT	Level 4	460 SF
			460 SF
TREAS	RETIREMENT OPERATIONS	Level 4	1985 SF
			1985 SF
	SHARED SUPPORT	Level 4	1940 SF
			1940 SF
	SUPPORT	Level 4	1200 SF
			1200 SF
TREAS	TREASURER'S ADMINISTRATION	Level 4	915 SF
			915 SF
TREAS	TREASURY OPERATIONS	Level 4	1100 SF
			1100 SF
TREAS	UNCLAIMED PROPERTY	Level 4	600 SF
			600 SF

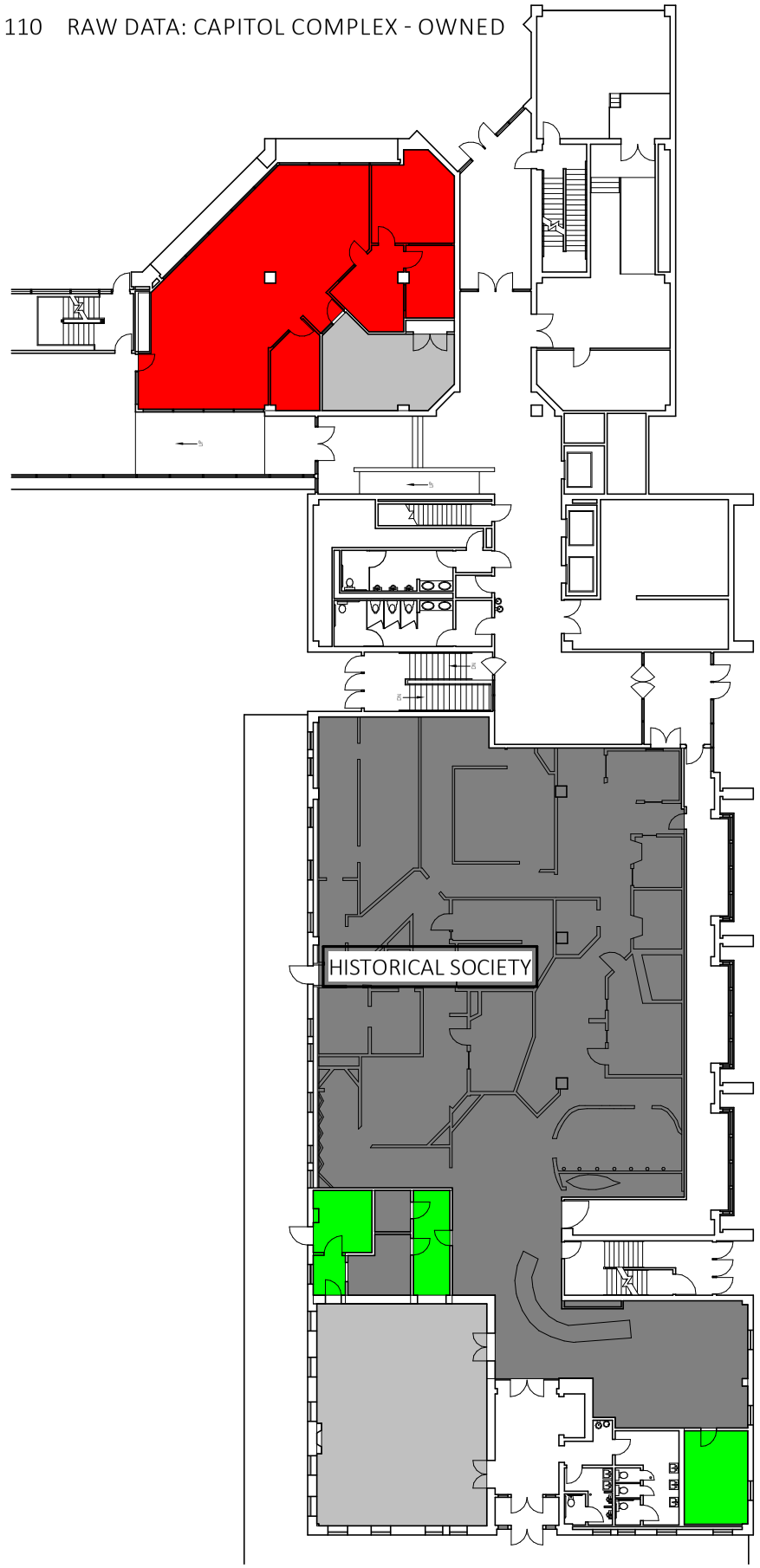
Level 4

MONTPELIER - STATE 109

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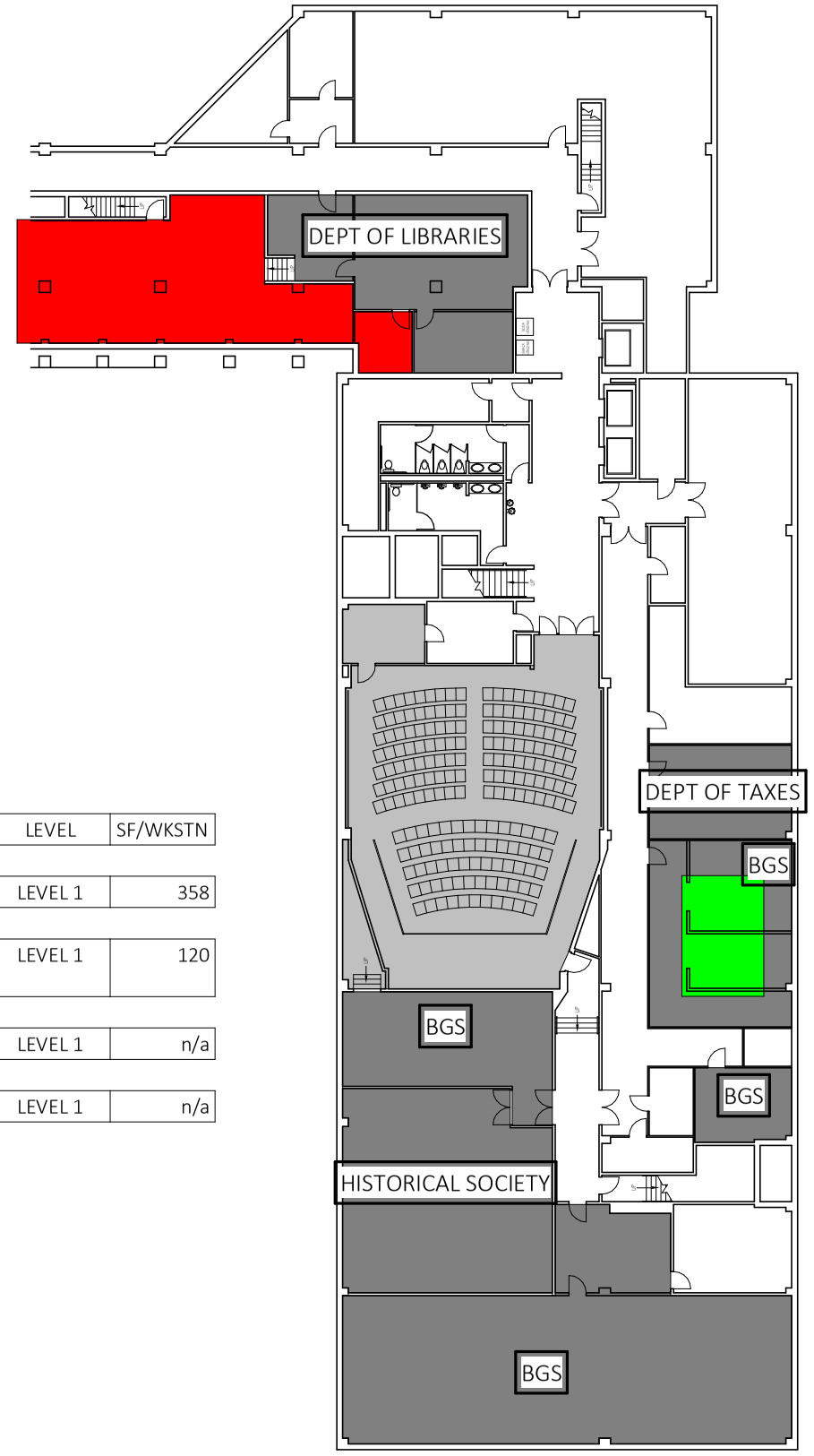


SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT OF LIBRARIES	CENTRAL LIBRARY	LEVEL 1	358
HISTORICAL SOCIETY	MUSEUM OFFICES	LEVEL 1	120
	SHARED SUPPORT	LEVEL 1	n/a
	SUPPORT	LEVEL 1	n/a

LEVEL 1



SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 0	253
BGS	MAINTENANCE	Level 0	100
	SHARED SUPPORT	Level 0	n/a
	SUPPORT	Level 0	n/a

BASEMENT

MONTPELIER - STATE 109

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north



SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AGO	(GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW	Level 3	143
AGO	(MFRAU) MEDICAID FRAUD & RESIDENTIAL ABUSE UNIT	Level 3	115
AGO	ADMINISTRATION	Level 3	153
AGO	CIVIL	Level 3	136
F&M	FINANCIAL OPERATIONS	Level 3	120
	SUPPORT	Level 3	n/a

LEVEL 3



SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AGO	(GCAL) GENERAL COUNSEL & ADMINISTRATIVE LAW	Level 2	107
AGO	ADMINISTRATION	Level 2	149
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 2	98
AGO	CRIMINAL	Level 2	109
AGO	ENVIRONMENTAL	Level 2	125
AGO	HUMAN SERVICES 1	Level 2	140
AGO	PUBLIC PROTECTION	Level 2	126
	SUPPORT	Level 2	n/a

LEVEL 2

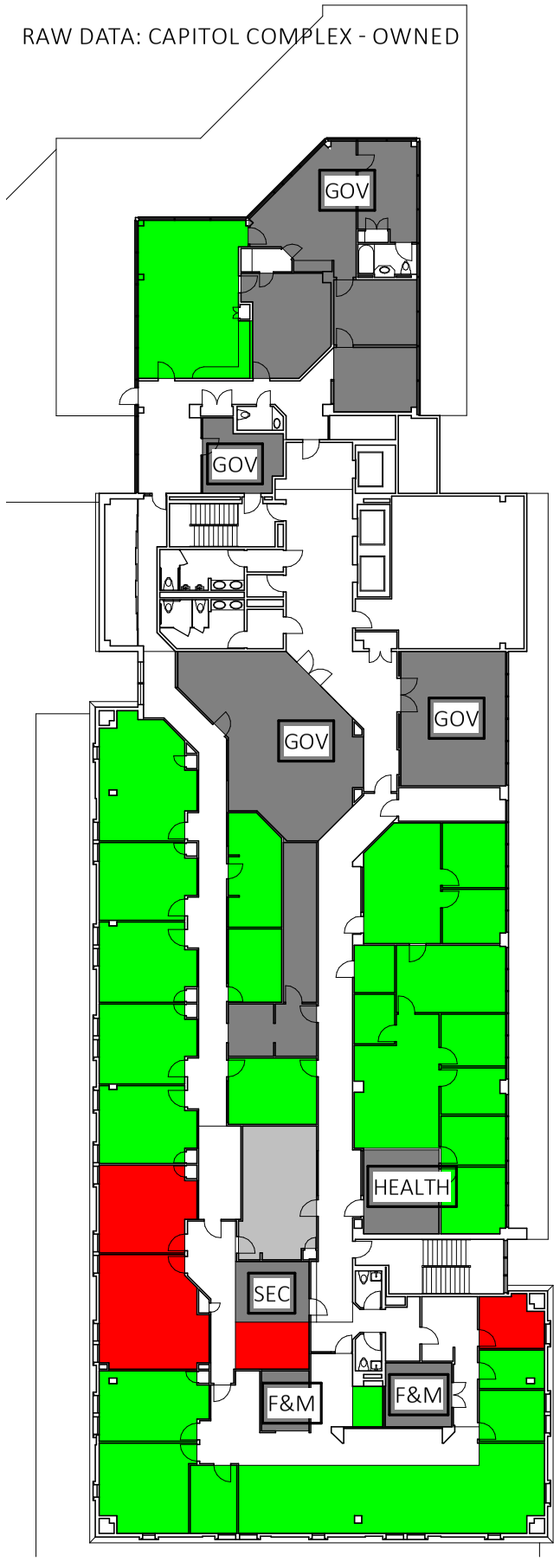
MONTPELIER - STATE 109

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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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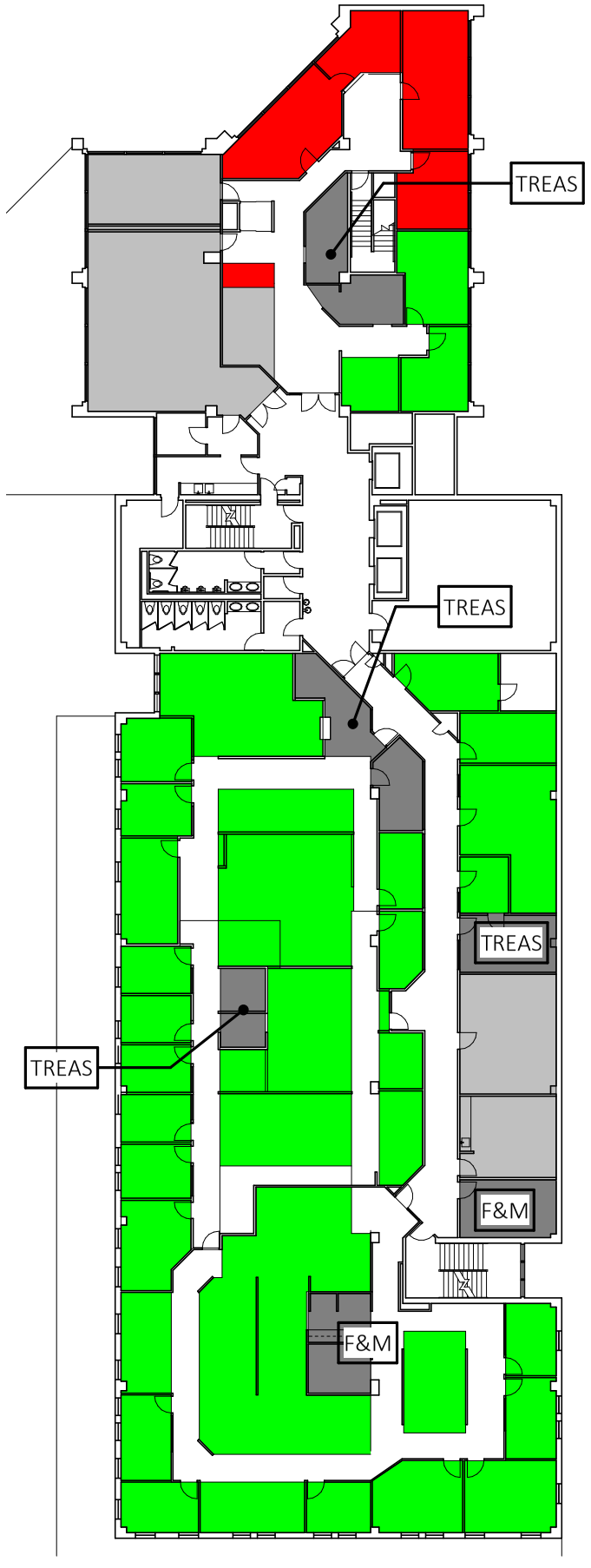


SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
F&M	BUDGET & MANAGEMENT	Level 5	130
GOV	GOVERNOR	Level 5	169
HEALTH	HEALTHCARE	Level 5	167
SEC	SECRETARY	Level 5	215
AHS	SERVERMONT	Level 5	135
	SHARED SUPPORT	Level 5	n/a
	SUPPORT	Level 5	n/a

LEVEL 5



north

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
F&M	FINANCIAL OPERATIONS	Level 4	108
TREAS	INFORMATION TECHNOLOGY	Level 4	142
TREAS	INVESTMENT MANAGEMENT	Level 4	153
TREAS	RETIREMENT OPERATIONS	Level 4	117
	SHARED SUPPORT	Level 4	n/a
	SUPPORT	Level 4	n/a
TREAS	TREASURER'S ADMINISTRATION	Level 4	183
TREAS	TREASURY OPERATIONS	Level 4	138
TREAS	UNCLAIMED PROPERTY	Level 4	150

LEVEL 4

MONTPELIER - STATE 109

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

1. EXECUTIVE SUMMARY

1.1. PROPERTY INFORMATION AND GENERAL PHYSICAL CONDITION

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	109 State Street, Montpelier, Vermont 05602
Year constructed:	1971 Addition 1986
Current owner of property:	State of Vermont
Management Point of Contact:	State of Vermont, E. Joseph Aja, Jr., Project Manager, Buildings and General Services 802.828.5694 phone 802.828.3533 fax
Property type:	State Office Building
Gross floor area:	124,188 SF
Number of stories:	Five
Parking type and number of spaces:	3 staff spaces in open lot
Building construction:	Conventional steel frame structure with concrete foundation walls and composite floor slabs
Roof construction:	Flat roof with single ply membrane
Exterior Finishes:	Brick veneer, Steel frame curtain walls, metal panel siding
Heating and/or Air Conditioning:	Forced hot water from district steam, chilled water system
Fire and Life/Safety:	Full sprinkler system, addressable fire alarm system
Dates of visit:	October 28 and 29, 2014
Point of Contact (POC):	Jonathan Rutledge
Assessment and Report Prepared by:	Ralph Manglass Jr. PE
Reviewed by:	Joe Sloboda Project Manager jsloboda@emgcorp.com 800.733.0660 x6225

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained since it was first occupied and is in good overall condition.

According to property management personnel, the property has had an active capital improvement expenditure program over the past several years, primarily consisting of partial interior renovations and, chiller replacement and propane boiler installation. Supporting documentation was provided in support of these claims and the work is evident.

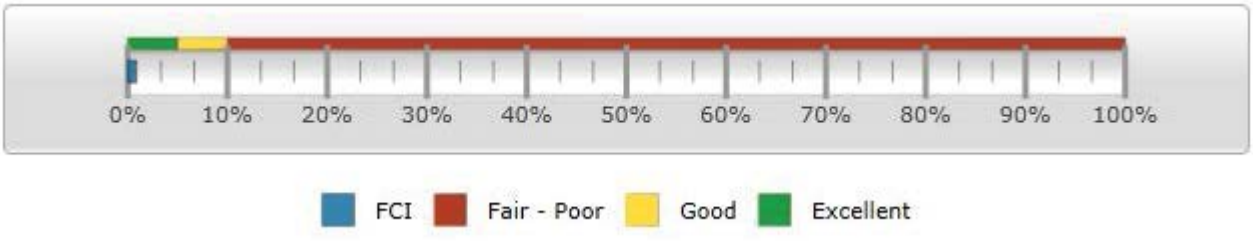
1.2. SUMMARY OF FINDINGS

This report represents summary-level findings for the Facility Condition Assessment. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall Long Term Capital Needs Plan that can be the basis for a facility wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric
Facility Condition Index	0.89 %
Current Replacement Value	$49,675,200
Immediate Capital Needs	$441,118
1-5 Year Capital Needs	$1,561,447
6-10 Year Capital Needs	$726,350

1.3. FACILITY CONDITION INDEX

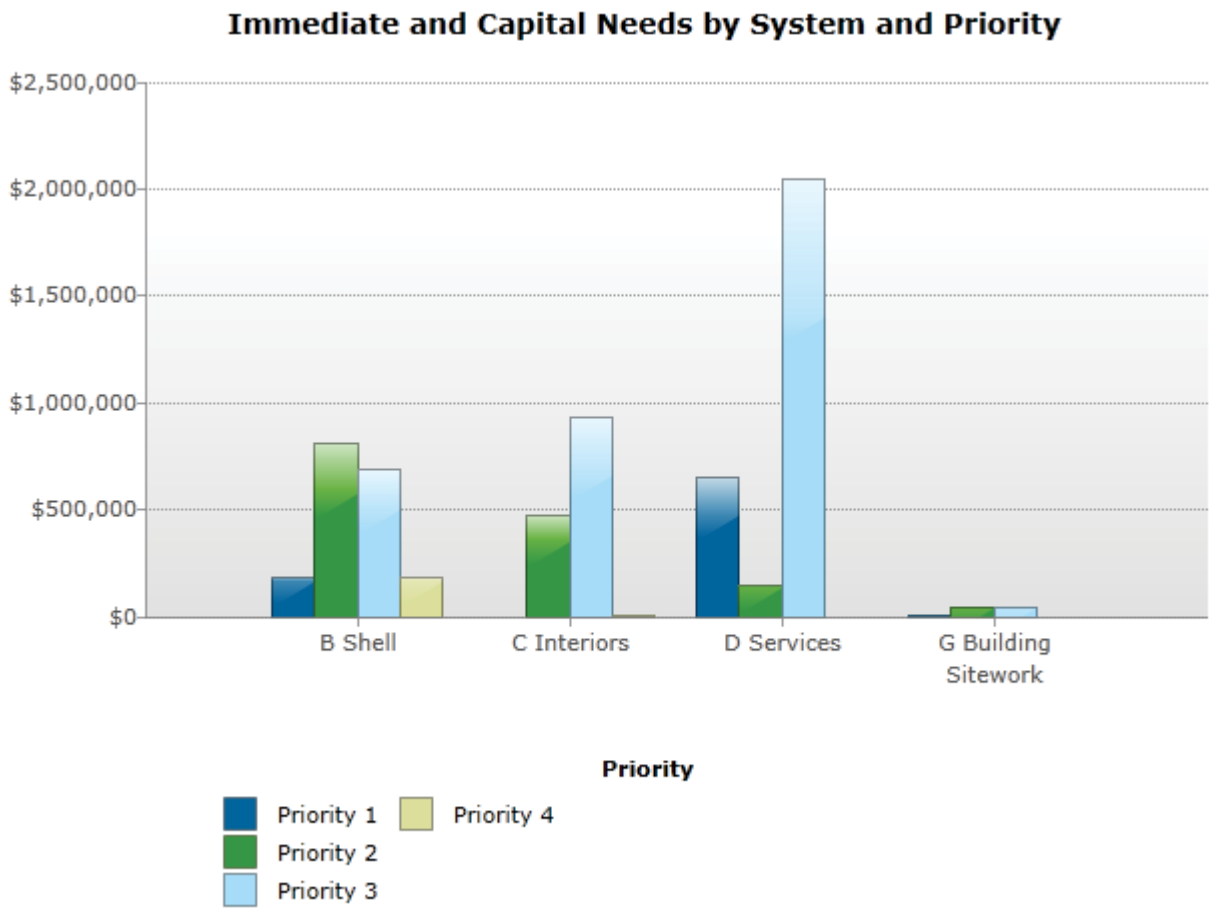
The Facility Condition Index (FCI) gives an indication of a building's or portfolio's overall state of condition. The values are based on a 0-100%+ scale and are derived by dividing the repair costs for a facility by a theoretical replacement value. This replacement value is calculated by multiplying the existing building square footage of a given facility by the Cost per Square Foot to construct a new, similar facility. Typically, the FCI is calculated using only the current condition values, not taking into account the future need identified in the life cycle evaluation. Accounting principles indicate that a value of 65%, or the "rule of two-thirds", be utilized for the FCI threshold for identifying potential replacement candidates. Once the current repair costs reach 65%, or roughly two-thirds of the full replacement value of the estimated cost to replace a facility, it may not be prudent to continue to fund repairs. In cases where aggressive facilities planning is expected to be necessary, this threshold may be adjusted to address more pressing need.



109 State Street - Including Connector, FCI: 0.89%

1.4. IMMEDIATE AND CAPITAL NEEDS SORTED BY PRIORITY

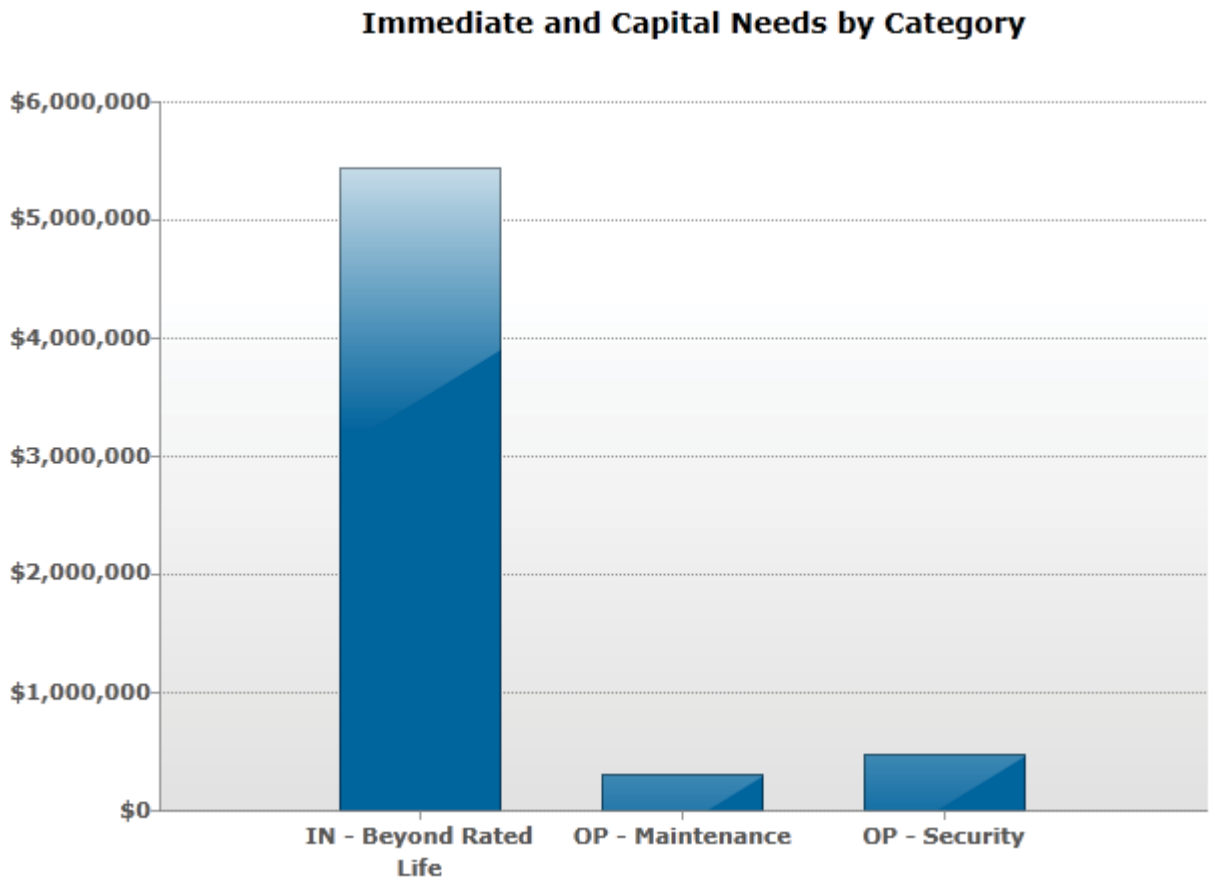
Just because a building system or component has an immediate or capital requirement does not necessarily mean that item is a high priority when compared to the needs of another component. The needs have been prioritized according to five priority levels, with Priority 1 items being the most critical to address:



	Priority					
Building System	**1**	**2**	**3**	**4**	**5**	**Total**
B Shell	$183,203	$806,773	$690,329	$182,841	$	$1,863,147
C Interiors	$	$473,334	$933,668	$3,591	$	$1,410,593
D Services	$653,660	$149,772	$2,043,848	$	$	$2,847,280
G Building Sitework	$5,280	$43,334	$38,766	$	$	$87,380
Totals	**$842,143**	**$1,473,213**	**$3,706,611**	**$186,432**	**$**	**$6,208,399**

1.5. IMMEDIATE AND CAPITAL NEEDS SORTED BY CATEGORY

The deficiencies are sorted by categories which define briefly the reason the need exists. A requirement may have more than one applicable category. The category is selected based on the need priority, the most heavily impacted building system and the category with the greatest life safety significance.



Building System	Total Cost
OP - Maintenance	$305,026
IN - Beyond Rated Life	$5,430,373
OP - Security	$473,000
Total	**$6,208,399**

The following is a list of the categories with a brief description:

Code Compliance

- Accessibility: Conditions that violate the American Disabilities Act guidelines
- Building Code: Conditions that violate Building codes
- Life Safety: Conditions that violate NFPA 101 Life Safety Code

Operations

- Energy: Conditions that adversely affect energy use
- Maintenance: Components or systems that require routine maintenance
- Security: Conditions that compromise the protection of the asset or its occupants

Environmental

- Air/ Water Quality: Conditions that affect air or water quality
- Asbestos: Visible observance of suspected asbestos-containing material(ACM)
- Lead Visible Observance of suspected lead based paint
- PCB: Observance of suspected PCB containing equipment

Functionality

- Mission: Components which do not meet the mission of the organization
- Modernization: Conditions that need to made modern in appearance or function
- Plant Adaptation: Components or systems that must change to fit a new or adapted use
- Obsolescence: Components or systems that are or are becoming obsolete
- Capacity: Components or system which cannot meet demand load

Integrity

- Appearance: Problems with the asset's appearance that are not functional in nature
- Reliability: Components or systems which cannot be depended on
- Beyond Rated Life: A component or system that has exceeded its rated life

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-5E		
	Building Address	Montpelier- 109 State Street	
	Floor Level	5	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(GOV) Governor	
	User Group	Governor	
Filled Out by the Respondent (Do not write above this line)			
Name	Jessica Mishaan		
Telephone	828-3333		
		Total #	Comments
Full Time	Employees	14	
	Workstations	14	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-5D		
	Building Address	Montpelier- 109 State Street	
	Floor Level	5	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	Servermont	
	User Group	SerVermont	
Filled Out by the Respondent (Do not write above this line)			
Name	Jessica Mishaan		
Telephone	828-3333		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-5A		
	Building Address	Montpelier- 109 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Finance & Management	
	User Group	Budget & Management	
Filled Out by the Respondent (Do not write above this line)			
Name	Harriet Johnson		
Telephone	828-3322		
		Total #	Comments
Full Time	Employees	11	
	Workstations	12	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-5B		
	Building Address	Montpelier- 109 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(SEC) Secretary of Administration	
	User Group	Secretary	
Filled Out by the Respondent (Do not write above this line)			
Name	Harriet Johnson		
Telephone	828-3322		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-5C		
	Building Address	Montpelier- 109 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Healthcare	
	User Group	Healthcare	
Filled Out by the Respondent (Do not write above this line)			
Name	Jessica Mishaan		
Telephone	828-3333		
		Total #	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	State-109-3A, State-109-4A		
	Building Address	Montpelier- 109 State Street	
	Floor Level	3, 4	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Finance & Management	
	User Group	Financial Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Bradley Ferland		
Telephone	W 828-2336, C 274-4065		
		Total #	Comments
Full Time	Employees	19	(7) - 3rd Flr (12) - 4th Flr
	Workstations	19	(7) - 3rd Flr (12) - 4th Flr
Other - Part time/ Hotel	Employees	16	16-30 consultants over next 3-4 years for software upgrade State Accounting
	Workstations	23	
5-10 Year Staff Total (Estimate)	Full Time	27	increase of 5-8 people dependent on outcome of software upgrade
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (7), Break (8), Storage (7)
Comments: Ideal to have all Finance & Management on one level- currently on 3 Security to 4th Flr Cold space			

Filled out by Black River Design, Architects			
Date of Interview	14-Jan-15		
Cell Name	State-109-0A		
	Building Address	Montpelier- 109 State Street	
	Floor Level	Basement	
Occupant	Agency	(AOA) - Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Maintenance	
Filled Out by the Respondent (Do not write above this line)			
Name	John Hebert		
Telephone	828-3312		
		Total #	Comments
Full Time	Employees	3	(2) electricians, (1) plumber
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (5), Storage (7) Break area is in work/desk area
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2A, State-109-3B		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2, 3	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	9	(3) - 2nd Flr (5) - 3rd Flr
	Workstations	9	(3) - 2nd Flr (5) - 3rd Flr
Other - Part time/ Hotel	Employees	2	(1) temp - 2nd Flr (1) reception - 3rd Flr
	Workstations	2	(1) - 2nd Flr (1) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	10	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments: Need (1) more office			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-3D		
	Building Address	Montpelier- 109 State Street	
	Floor Level	3	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Civil	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	14	
	Workstations	14	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2B		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Criminal	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	11	
	Workstations	11	
Other - Part time/ Hotel	Employees	4	interns Note: space used for interns from any user group
	Workstations	4	
5-10 Year Staff Total (Estimate)	Full Time	13	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Need (2) more offices to consolidate with Chittenden County office			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-3C		
	Building Address	Montpelier- 109 State Street	
	Floor Level	3	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	(MFRAU) Medical Fraud and Residential Abuse Unit	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	8	
	Workstations	8	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	10	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Need (2) more offices			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2D		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Environmental	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	9	
	Workstations	9	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2F, State-109-3E		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2, 3	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	(GCAL) General Counsel & Administrative Law	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	16	(3) - 2nd Flr (13) - 3rd Flr
	Workstations	16	(3) - 2nd Flr (13) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	17	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Need (2) more offices			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2C		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Public Protection	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	16	
	Workstations	16	
Other - Part time/ Hotel	Employees	4	(1) PT, (3) interns
	Workstations	4	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-2E		
	Building Address	Montpelier- 109 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Office	
	Department	(AGO) Office of the Attorney General	
	User Group	Human Services 1	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury in 2016
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-1A		
	Building Address	Montpelier- 109 State Street	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Historical Society	
	User Group	Museum Offices	
Filled Out by the Respondent (Do not write above this line)			
Name	Mark Hudson		
Telephone	479-8500		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	2	(1) PT, (1) intern
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4D		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Information Technology	
Filled Out by the Respondent (Do not write above this line)			
Name	Ram Verma		
Telephone	828-2498		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	2	tech
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4G		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Treasurer's Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Tim Lueders-Dumont		
Telephone	828-2498		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4B		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Retirement Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Laurie Lanphear		
Telephone	828-5897		
		Total #	Comments
Full Time	Employees	14	
	Workstations	15	
Other - Part time/ Hotel	Employees	2	(2) PT
	Workstations	3	(1) float
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4C		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Treasury Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	John Booth		
Telephone	828-1258		
		Total #	Comments
Full Time	Employees	8	
	Workstations	8	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

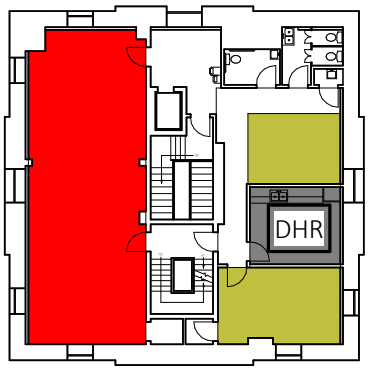
Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4E		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Unclaimed Property	
Filled Out by the Respondent (Do not write above this line)			
Name	Al LaPerle		
Telephone	828-2318		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-109-4F		
	Building Address	Montpelier- 109 State Street	
	Floor Level	4	
Occupant	Agency	(ELEC) Elected Office	
	Department	(TREAS) Office of the State Treasurer	
	User Group	Investment Management	
Filled Out by the Respondent (Do not write above this line)			
Name	Matt Considine		
Telephone	828-3668		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments:			

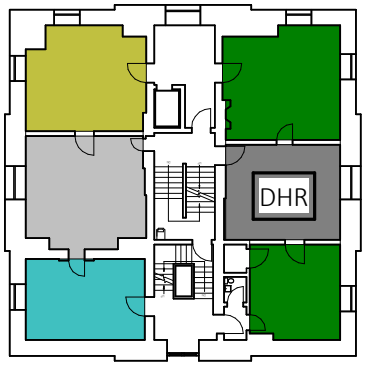
Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-109-0B, State-109-1B, State-109-2G		
	Building Address	Montpelier- 109 State Street	
	Floor Level	Basement, 1, 2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Libraries	
	User Group	Central Library	
Filled Out by the Respondent (Do not write above this line)			
Name	Martha Reid		
Telephone	828-3265		
		Total #	Comments
Full Time	Employees	10	(5) - Basement (5) - 1st Flr (5) - 2nd Flr
	Workstations	11	(5) - Basement (5) - 1st Flr (6) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments: Poor public access & parking. Poor access to Loading dock. Storage in flood area, ideal if entire department under one roof (currently in 5 places around state)			

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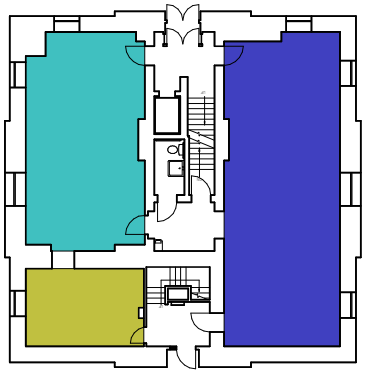
north



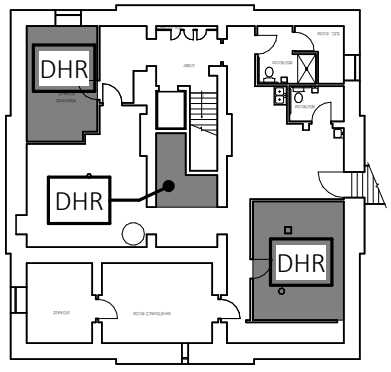
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

USER GROUP

- COMMISSIONER
- FIELD OPERATIONS
- INVESTIGATIONS
- LABOR RELATIONS
- LEGAL SERVICES
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DHR	COMMISSIONER	Level 2	515 SF
			515 SF
DHR	FIELD OPERATIONS	Level 1	605 SF
DHR	FIELD OPERATIONS	Level 2	235 SF
			840 SF
DHR	INVESTIGATIONS	Level 3	885 SF
			885 SF
DHR	LABOR RELATIONS	Level 1	870 SF
			870 SF
DHR	LEGAL SERVICES	Level 1	225 SF
DHR	LEGAL SERVICES	Level 2	290 SF
DHR	LEGAL SERVICES	Level 3	385 SF
			900 SF
	SHARED SUPPORT	Level 2	320 SF
			320 SF
DHR	SUPPORT	Level 0	535 SF
DHR	SUPPORT	Level 2	265 SF
DHR	SUPPORT	Level 3	170 SF
			970 SF

NOTE: AS OF JULY 2015, STATE 110 IS VACANT OR BEING USED AS SWING SPACE.
DHR HAS RELOCATED TO STATE 120, 5TH FLOOR.

MONTPELIER - STATE 110

07/31/15 scale: 1" = 30'-0"

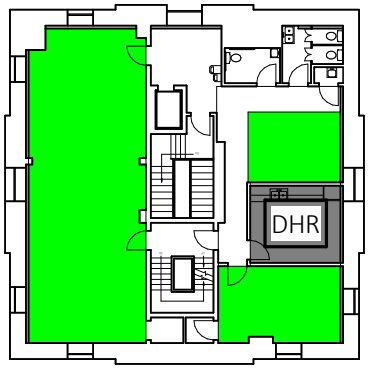
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

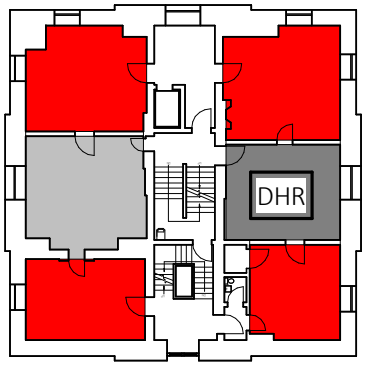
BLACK RIVER DESIGN ARCHITECTS

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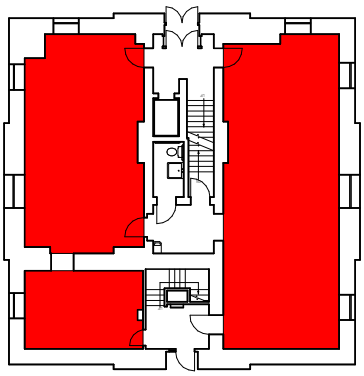
north



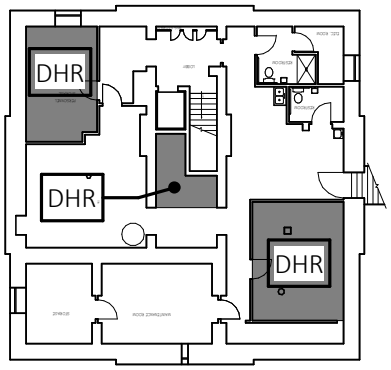
LEVEL 3



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DHR	COMMISSIONER	Level 2	172
DHR	FIELD OPERATIONS	Level 1	202
DHR	FIELD OPERATIONS	Level 2	235
DHR	INVESTIGATIONS	Level 3	126
DHR	LABOR RELATIONS	Level 1	218
DHR	LEGAL SERVICES	Level 1	225
DHR	LEGAL SERVICES	Level 2	290
DHR	LEGAL SERVICES	Level 3	128
	SHARED SUPPORT	Level 2	n/a
DHR	SUPPORT	Level 0	n/a
DHR	SUPPORT	Level 2	n/a
DHR	SUPPORT	Level 3	n/a

NOTE: AS OF JULY 2015, STATE 110 IS VACANT OR BEING USED AS SWING SPACE. DHR HAS RELOCATED TO STATE 120, 5TH FLOOR.

MONTPELIER - STATE 110

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

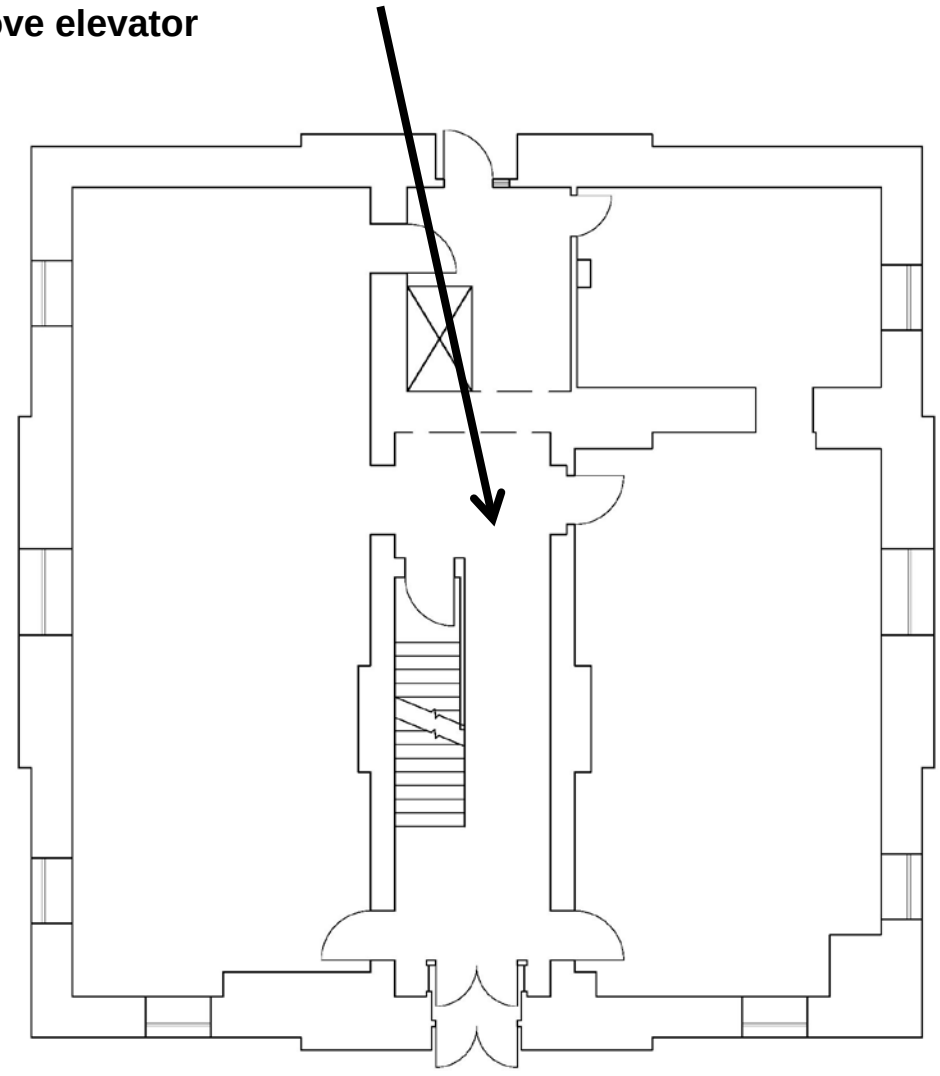
BGS Addendum: Sketch for 110 State Street

October 8, 2015

110 State Street is well laid out for a number of civic functions, but its circulation currently is restricted. The stairways cut off through travel, forcing people to walk through others' offices. There are many solutions for this challenge; just one is illustrated here.

Redesign circulation:

- **Reconfigure main stairs**
- **Eliminate second stairs**
- **Move elevator**



STATE 110					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
SITE					
PORCH(ES)					x
FOUNDATION	Repair/Repoint	x			
EXTERIOR FINISH	Repoint Restore historic elements	x			
OPENINGS	Scrape/Repaint or Replace Windows Restore interior doors	x			
INSULATION	Improve insulation Insulate at roof hatch	x			
ROOF	Replace- Flat Lock Metal	x			
INTERIOR FINISH	Repaint	x			
HISTORIC	Yes Note: If historic ceilings exposed, would need to rework mech/elec				
STRUCTURAL					
MECHANICAL	Replace infrastructure & end units Replace plumbing piping	x			
ELECTRICAL	O.K.			x	
ACCESSIBILITY	Replace lift	x			
FIRE SUPPRESSION	No sprinkler, Replace fire alarm- current system is not supported. If addressable, would need to rewire	x			

Relative Minimum Cost to Upgrade to BGS Standard= $1,925,000
Refer to EMG Report for comparison.

1. EXECUTIVE SUMMARY

1.1. PROPERTY INFORMATION AND GENERAL PHYSICAL CONDITION

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	110 State Street, Montpelier, Vermont 05602
Year constructed:	1874
Current owner of property:	State of Vermont
Management Point of Contact:	State of Vermont, E. Joseph Aja, Jr., Project Manager, Buildings and General Services 802.828.5694 phone 802.828.3533 fax
Property type:	Office
Site area:	.25 Acres
Gross floor area:	14,910 Square Feet
Number of buildings:	One
Number of stories:	Three
Parking type and number of spaces:	State employee lot and street parking and one accessible space
Building construction:	Masonry bearing walls and wood-framed floors and roofs.
Interior vertical clearance:	Approximately 14 Feet
Roof construction:	Mansard roofs with tin plate roofing.
Exterior Finishes:	Brick, wood and cast iron trim
Heating and/or Air-conditioning:	Common areas: District Steam, Heating water circulating pumps, Heat exchangers, Radiators. Air cooled reciprocating chiller, Chilled water distribution pump, Air handlers, Make-up air units.
Fire and Life/Safety:	Smoke detectors, alarms, extinguishers, central fire alarm system.
Dates of visit:	August 26, 2014
Point of Contact (POC):	Jonathan Rutledge, Maintenance Supervisor
Assessment and Report Prepared by:	Bhaskar Ale

Property Information	
Reviewed by:	Marge Mitnick Program Manager mmitnick@emgcorp.com 800.733.0660 x6230

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property building systems appears to have been well maintained however the property exterior systems are in poor condition and show signs of deferred maintenance. The property is in fair overall condition.

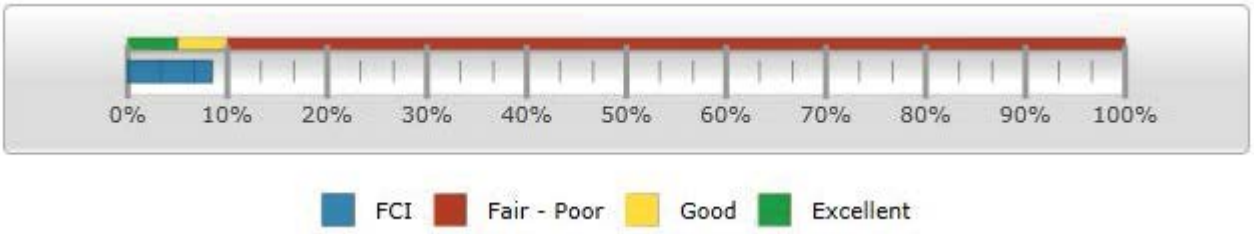
According to property management personnel, the property has had a limited capital improvement expenditure program over the past three years, primarily consisting of lighting replacement and the installation of low flow faucet aerators. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. SUMMARY OF FINDINGS

This report represents summary-level findings for the Facility Condition Assessment. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall Long Term Capital Needs Plan that can be the basis for a facility wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric
Facility Condition Index	8.51 %
Current Replacement Value	$5,964,000
Immediate Capital Needs	$507,470
1-5 Year Capital Needs	$732,501
6-10 Year Capital Needs	$213,313

1.3. FACILITY CONDITION INDEX

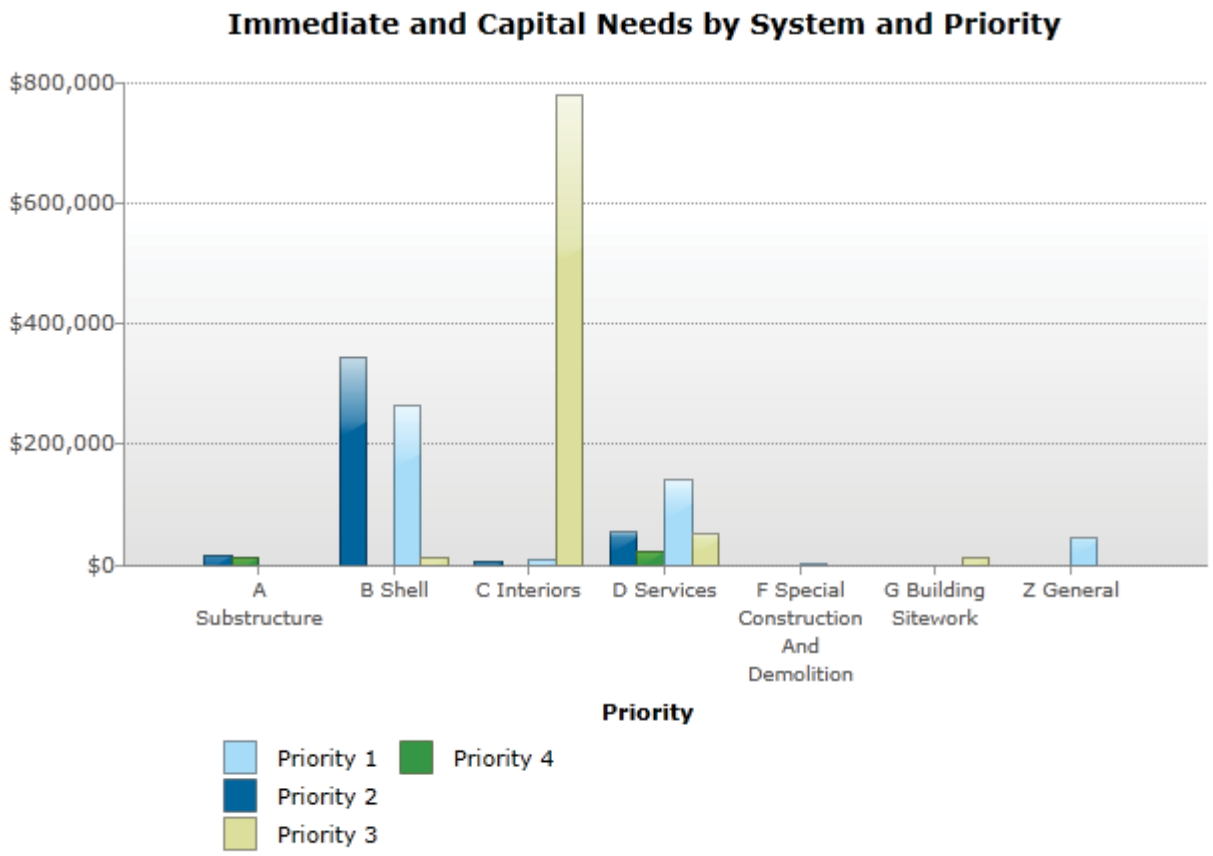


110 State Street, FCI: 8.51%

The Facility Condition Index (FCI) gives an indication of a building's or portfolio's overall state of condition. The values are based on a 0-100%+ scale and are derived by dividing the repair costs for a facility by a theoretical replacement value. This replacement value is calculated by multiplying the existing building square footage of a given facility by the Cost per Square Foot to construct a new, similar facility. Typically, the FCI is calculated using only the current condition values, not taking into account the future need identified in the life cycle evaluation. Accounting principles indicate that a value of 65%, or the "rule of two-thirds", be utilized for the FCI threshold for identifying potential replacement candidates. Once the current repair costs reach 65%, or roughly two-thirds of the full replacement value of the estimated cost to replace a facility, it may not be prudent to continue to fund repairs. In cases where aggressive facilities planning is expected to be necessary, this threshold may be adjusted to address more pressing need.

1.4. IMMEDIATE AND CAPITAL NEEDS SORTED BY PRIORITY

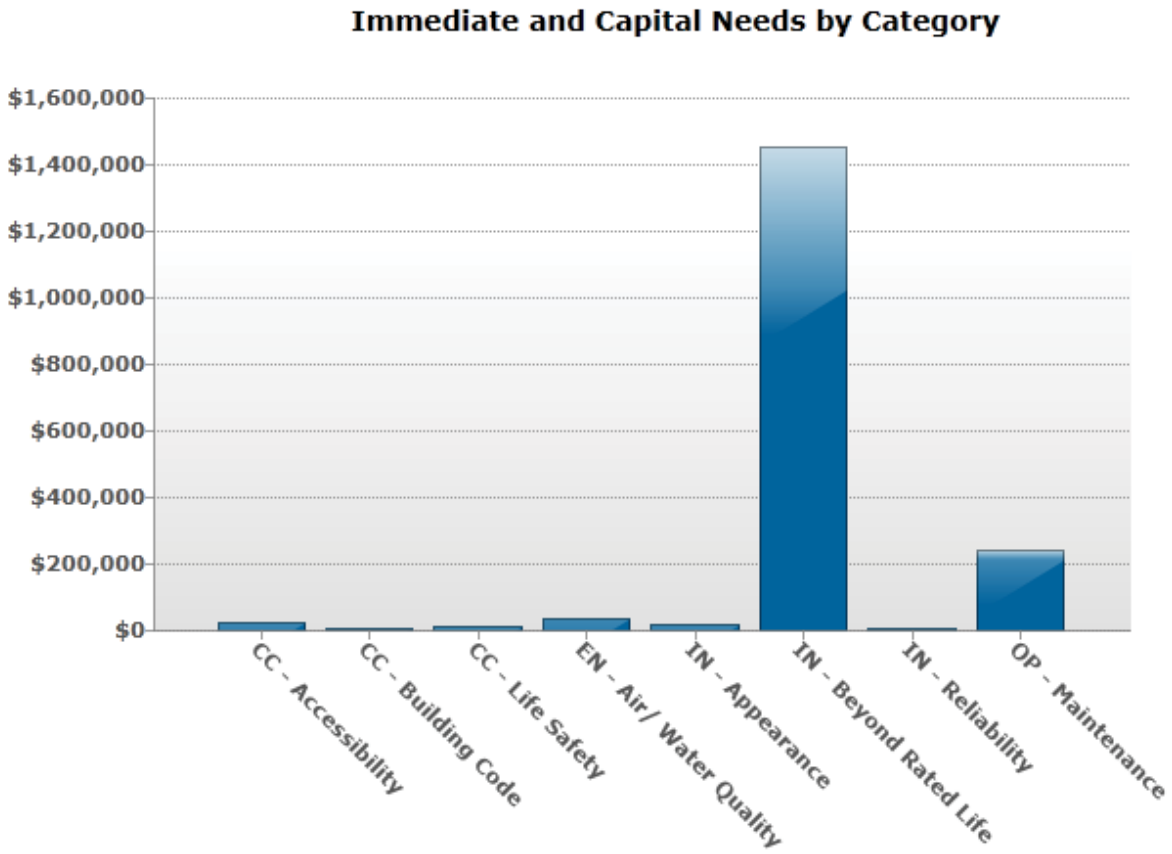
Just because a building system or component has an immediate or capital requirement does not necessarily mean that item is a high priority when compared to the needs of another component. The needs have been prioritized according to five priority levels, with Priority 1 items being the most critical to address:



	Priority					
Building System	**1**	**2**	**3**	**4**	**5**	**Total**
A Substructure	$	$16,250	$	$11,448	$	$27,698
B Shell	$264,245	$343,293	$12,737	$	$	$620,275
C Interiors	$8,530	$4,880	$777,518	$	$	$790,928
D Services	$140,006	$56,040	$52,000	$22,500	$	$270,546
F Special Construction	$1,500	$	$	$	$	$1,500
G Building Sitework	$	$	$10,752	$	$	$10,752
Z General	$45,400	$	$	$	$	$45,400
Totals	**$459,681**	**$420,463**	**$853,007**	**$33,948**	**$**	**$1,767,098**

1.5. IMMEDIATE AND CAPITAL NEEDS SORTED BY CATEGORY

The deficiencies are sorted by categories which define briefly the reason the need exists. A requirement may have more than one applicable category. The category is selected based on the need priority, the most heavily impacted building system and the category with the greatest life safety significance.



The following is a list of the categories with a brief description:

Code Compliance

- Accessibility: Conditions that violate the American Disabilities Act guidelines
- Building Code: Conditions that violate Building codes
- Life Safety: Conditions that violate NFPA 101 Life Safety Code

Operations

- Energy: Conditions that adversely affect energy use
- Maintenance: Components or systems that require routine maintenance
- Security: Conditions that compromise the protection of the asset or its occupants

Environmental

- Air/ Water Quality: Conditions that affect air or water quality
- Asbestos: Visible observance of suspected asbestos-containing material(ACM)
- Lead Visible Observance of suspected lead based paint
- PCB: Observance of suspected PCB containing equipment

Functionality

- Mission: Components which do not meet the mission of the organization
- Modernization: Conditions that need to made modern in appearance or function
- Plant Adaptation: Components or systems that must change to fit a new or adapted use
- Obsolescence: Components or systems that are or are becoming obsolete
- Capacity: Components or system which cannot meet demand load

Integrity

- Appearance: Problems with the asset's appearance that are not functional in nature
- Reliability: Components or systems which cannot be depended on
- Beyond Rated Life: A component or system that has exceeded its rated life

Building System	Total Cost
OP - Maintenance	$237,148
IN - Beyond Rated Life	$1,447,555
CC - Accessibility	$18,895
CC - Building Code	$5,625
CC - Life Safety	$8,375
EN - Air/ Water Quality	$30,000
IN - Appearance	$14,500
IN - Reliability	$5,000
Total	**$1,767,098**

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-110-2C		
	Building Address	Montpelier - 110 State Street	
	Floor Level	2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Commisioners Office	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-3491		
		#	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-110-1C		
	Building Address	Montpelier - 110 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Labor Relations	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-3491		
		#	Comments
Full Time	Employees	3	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

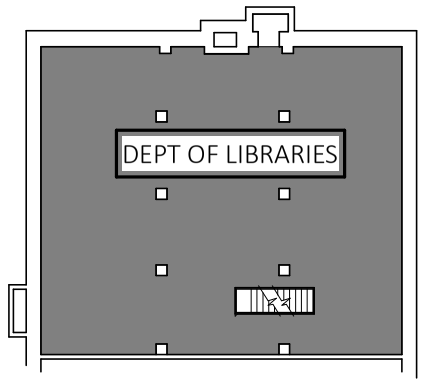
Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-110-1B, State-110-2B, State-110-3B		
	Building Address	Montpelier - 110 State Street	
	Floor Level	1, 2, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Legal Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-3491		
		#	Comments
Full Time	Employees	4	(1) - 1st Flr (1) - 2nd Flr (2) - 3rd Flr
	Workstations	5	(1) - 1st Flr (1) - 2nd Flr (3) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

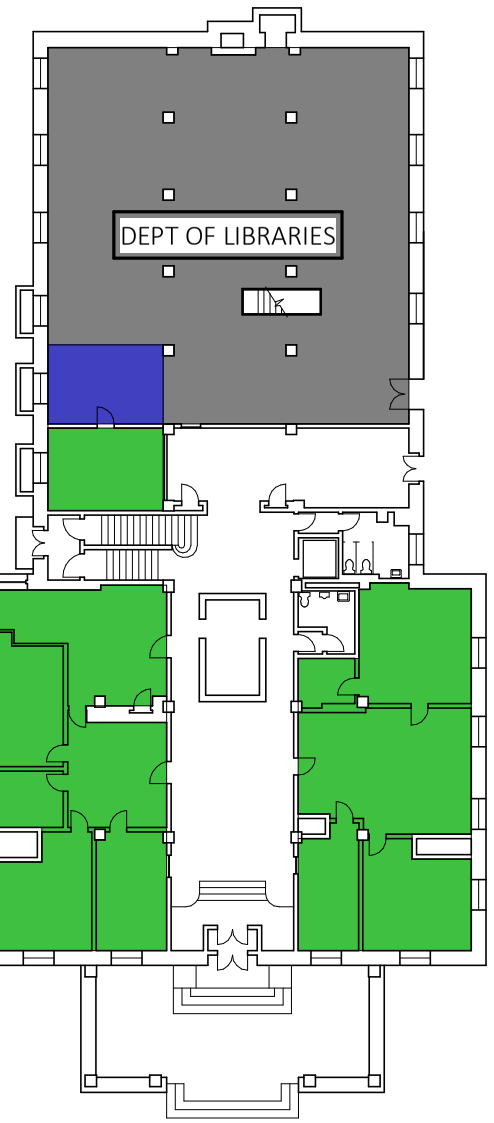
Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-110-3A		
	Building Address	Montpelier - 110 State Street	
	Floor Level	3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Investigations Unit	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-3491		
		#	Comments
Full Time	Employees	5	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-110-1A, State-110-2A		
	Building Address	Montpelier - 110 State Street	
	Floor Level	1, 2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Field Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-3491		
		#	Comments
Full Time	Employees	2	(1) - 1st Flr (1) - 2nd Flr
	Workstations	4	(3) - 1st Flr (1) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

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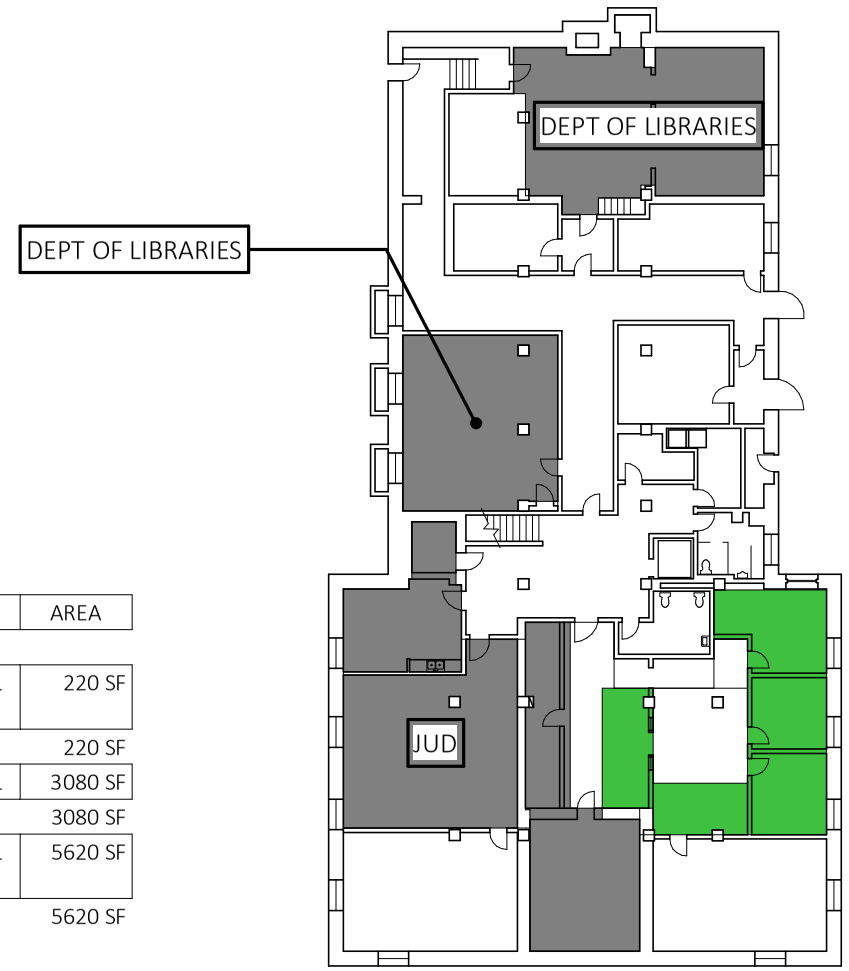


LEVEL 1

USER GROUP

- CENTRAL LIBRARY
- COURT ADMINISTRATOR
- SUPREME COURT OFFICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 1	220 SF
			220 SF
JUD	COURT ADMINISTRATOR	Level 1	3080 SF
			3080 SF
DEPT OF LIBRARIES	SUPPORT	Level 1	5620 SF
			5620 SF



BASEMENT

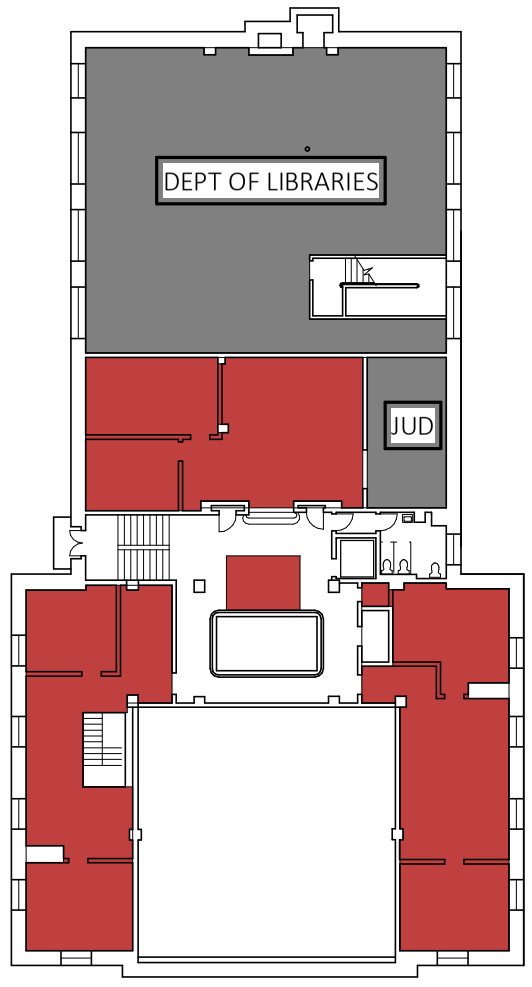
USER GROUP

- CENTRAL LIBRARY
- COURT ADMINISTRATOR
- SUPREME COURT OFFICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
JUD	COURT ADMINISTRATOR	Level 0	775 SF
			775 SF
	SUPPORT	Level 0	3095 SF
			3095 SF

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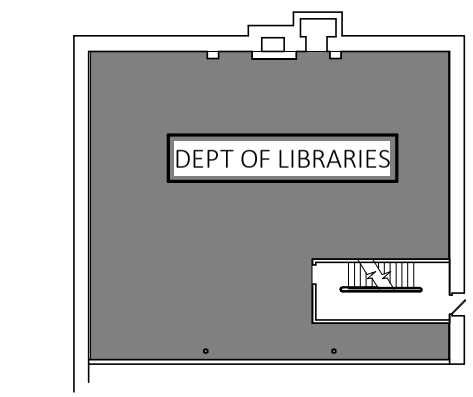


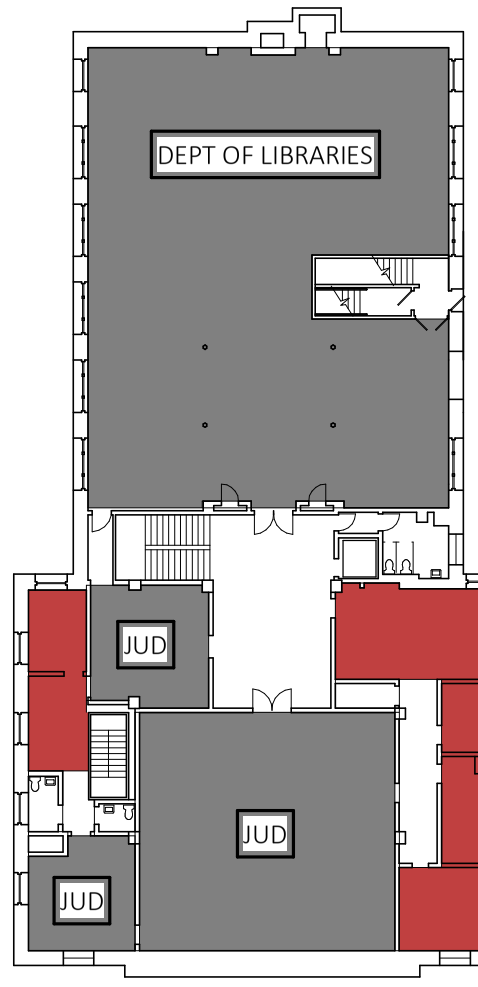
USER GROUP

- CENTRAL LIBRARY
- COURT ADMINISTRATOR
- SUPREME COURT OFFICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
	SUPPORT	Level 3	2750 SF
			2750 SF
JUD	SUPREME COURT OFFICES	Level 3	3060 SF
			3060 SF

LEVEL 3





USER GROUP

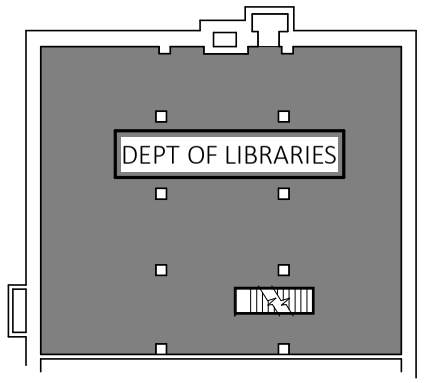
- CENTRAL LIBRARY
- COURT ADMINISTRATOR
- SUPREME COURT OFFICES
- SUPPORT

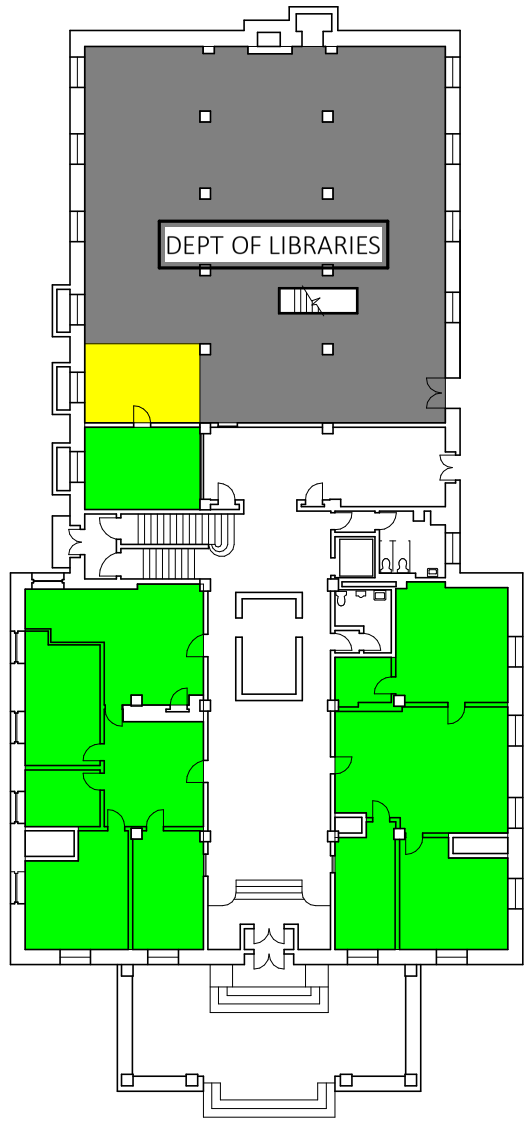
AGENCY/DEPT	USER GROUP	LEVEL	AREA
	SUPPORT	Level 2	8365 SF
			8365 SF
JUD	SUPREME COURT OFFICES	Level 2	1200 SF
			1200 SF

LEVEL 2

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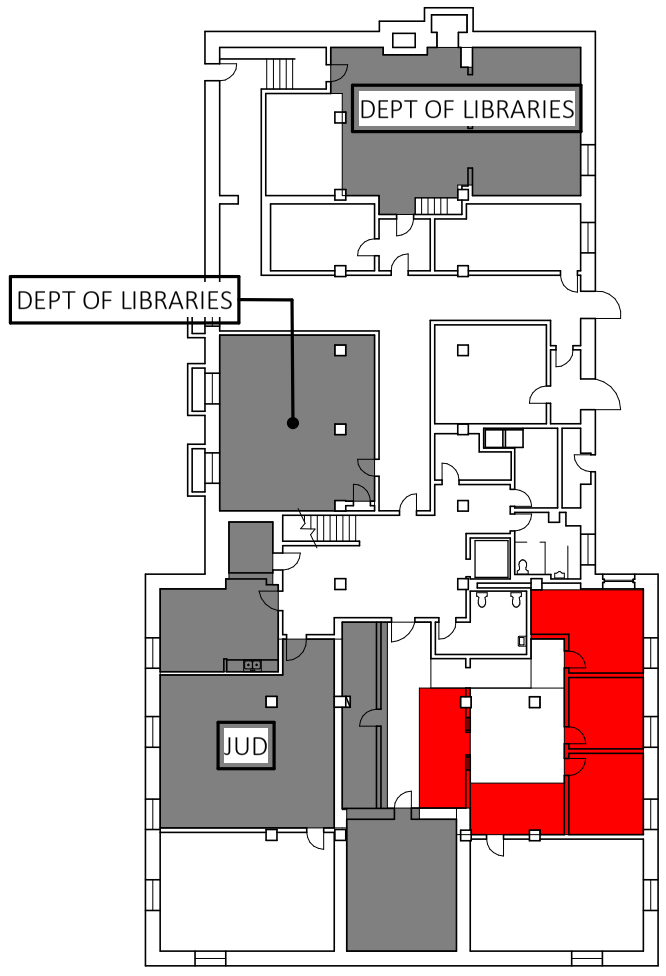


SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT OF LIBRARIES	CENTRAL LIBRARY	Level 1	73
JUD	COURT ADMINISTRATOR	Level 1	128
DEPT OF LIBRARIES	SUPPORT	Level 1	n/a

LEVEL 1



SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
JUD	COURT ADMINISTRATOR	Level 0	194
	SUPPORT	Level 0	n/a

BASEMENT

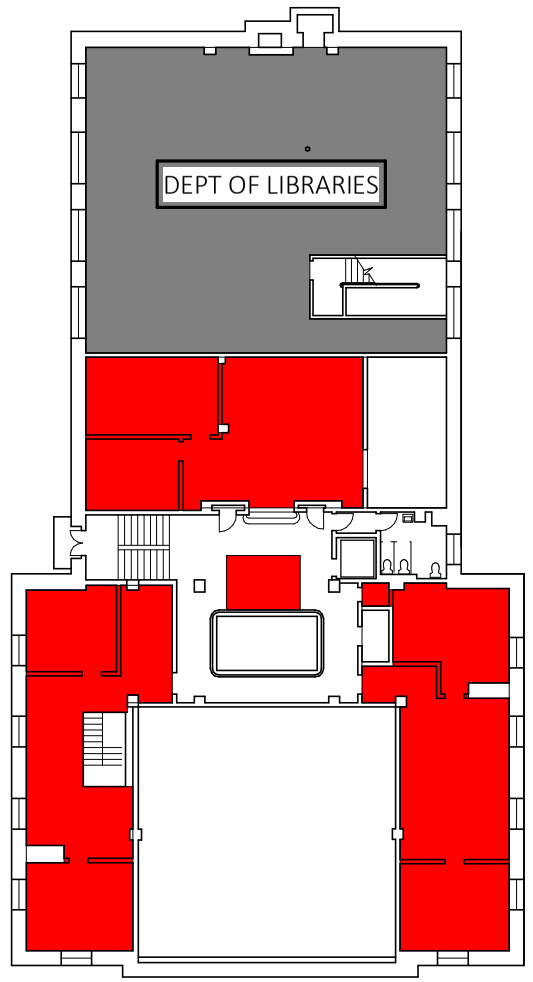
MONTPELIER - STATE 111

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

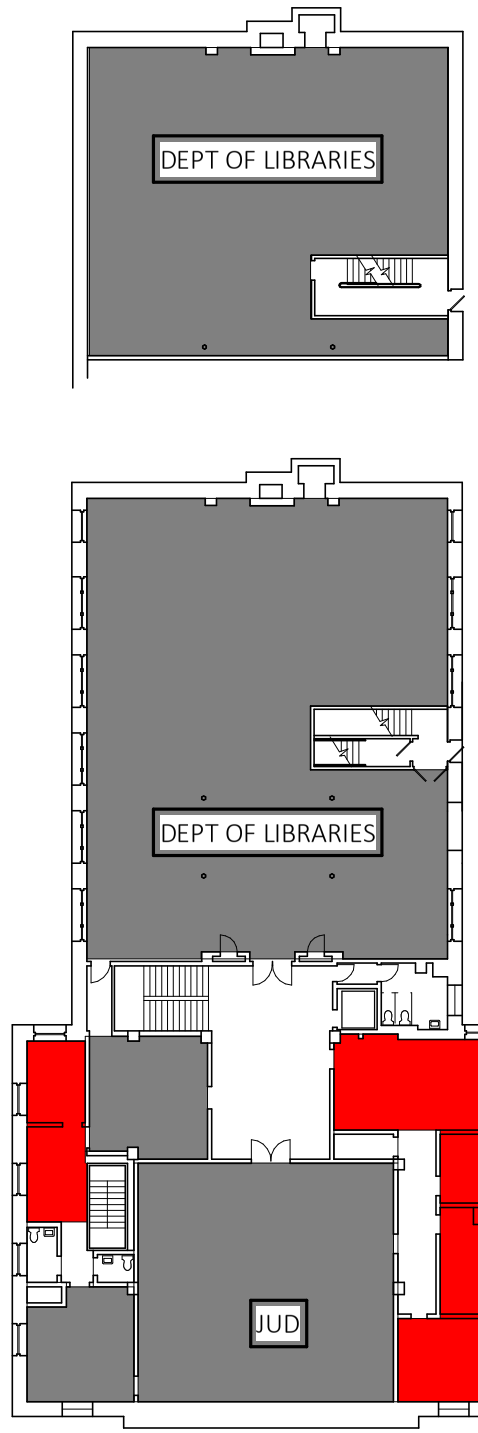


SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	SUPPORT	Level 3	n/a
JUD	SUPREME COURT OFFICES	Level 3	191

LEVEL 3



SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	SUPPORT	Level 2	n/a
JUD	SUPREME COURT OFFICES	Level 2	200

LEVEL 2

MONTPELIER - STATE 111

07/31/15 scale: 1" = 30'-0"

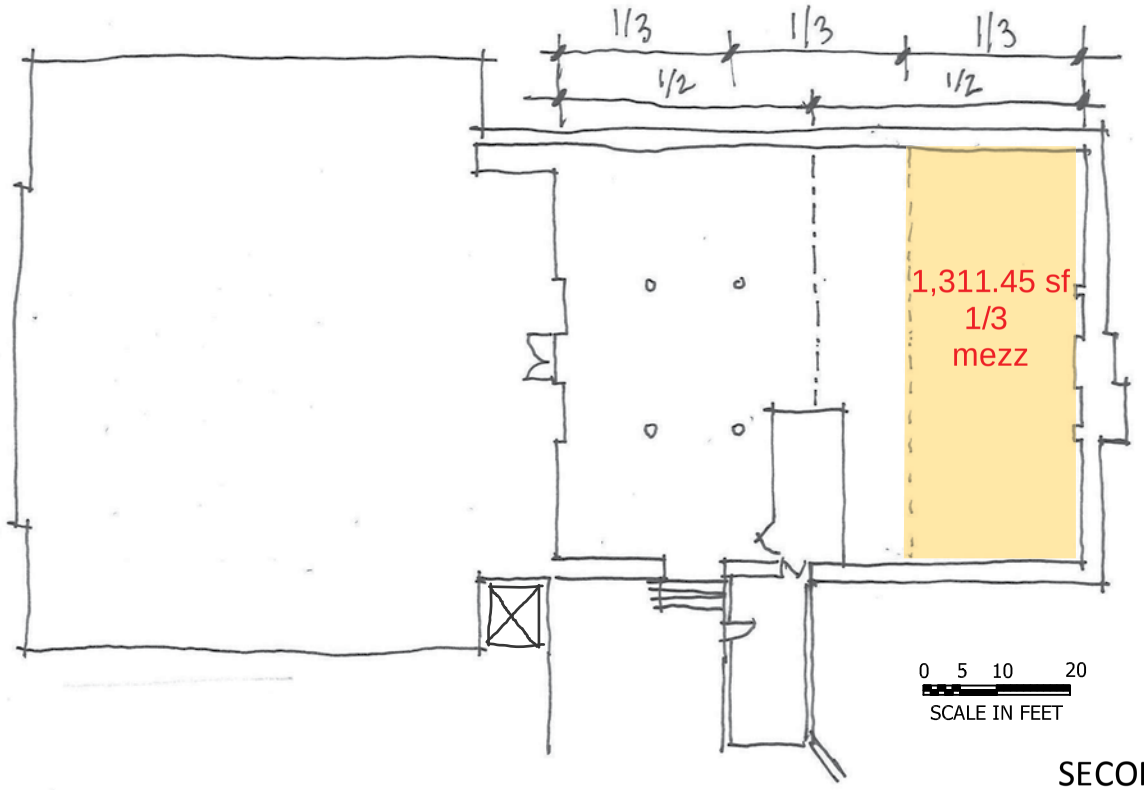
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

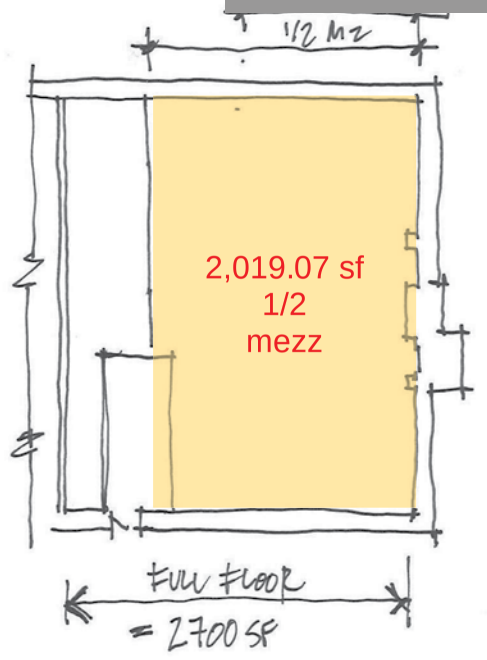
BLACK RIVER DESIGN ARCHITECTS

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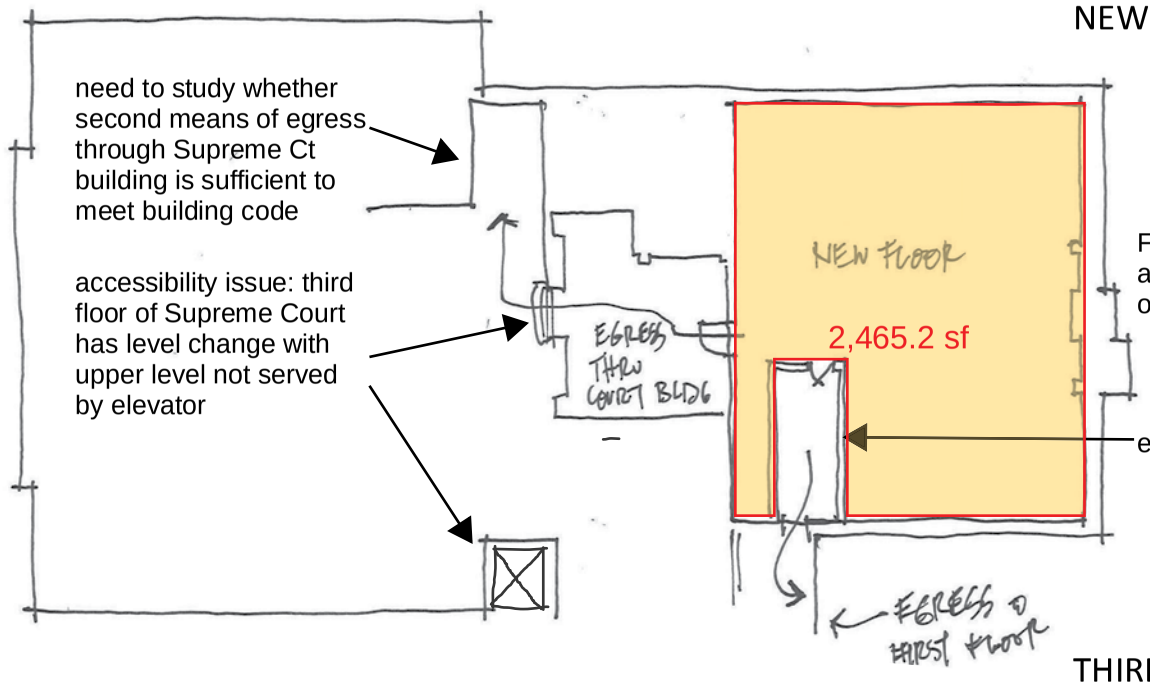
Approaches studied:
1) Removal of structural cast iron stacks and replacement with mezzanine.
2)Removal of structural cast iron stacks and replacement with a new floor contiguous with the third floor of the Supreme Court.

State 111 summary	cars	NSF
existing	0	14,340 sf
option 1	0	9,420 sf
option 2	0	13,220 sf

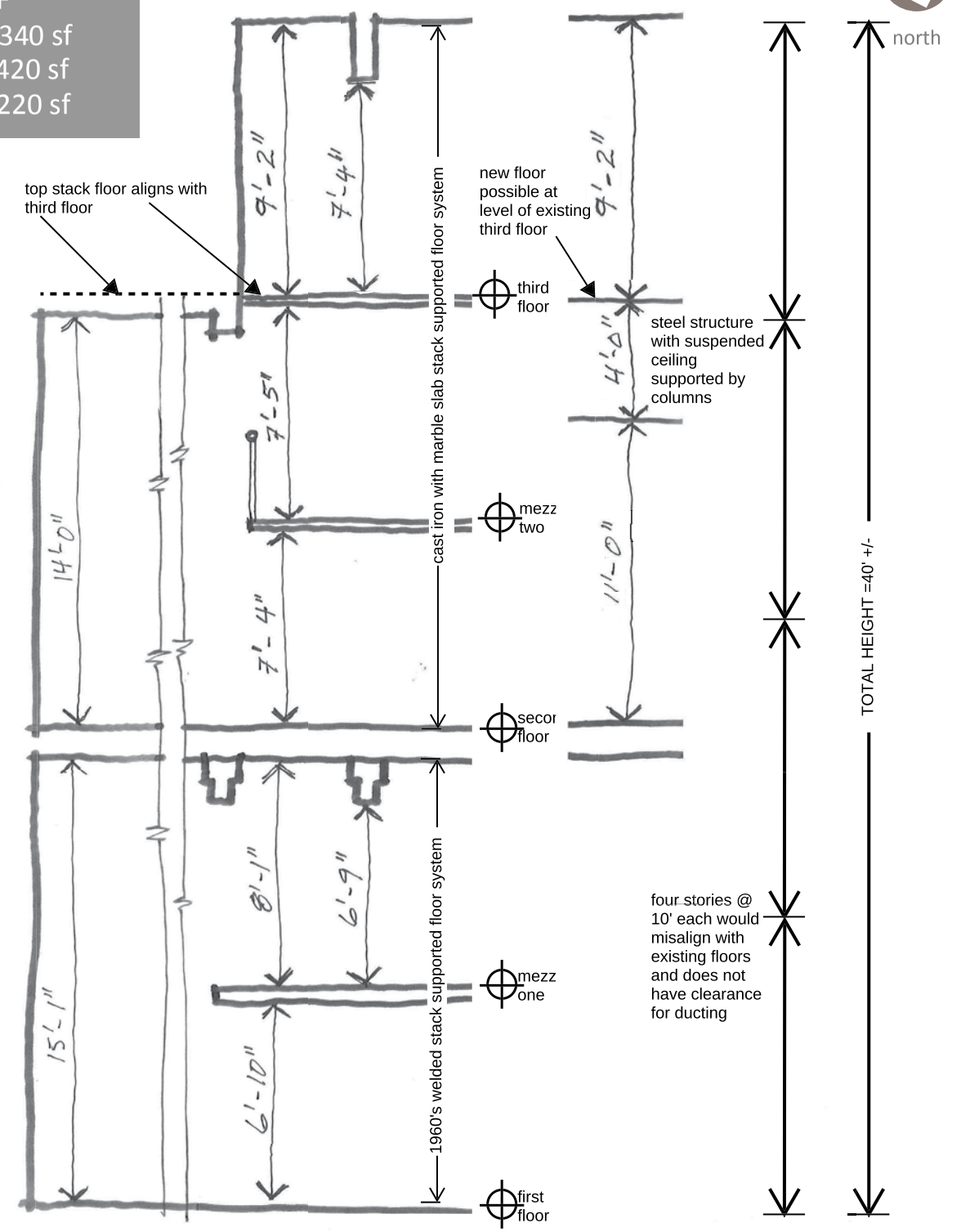




SECOND FLOOR PLANS SHOWING
NEW MEZZANINE OPTIONS ABOVE



THIRD FLOOR PLAN SHOWING
AREA FOR POTENTIAL NEW FLOOR

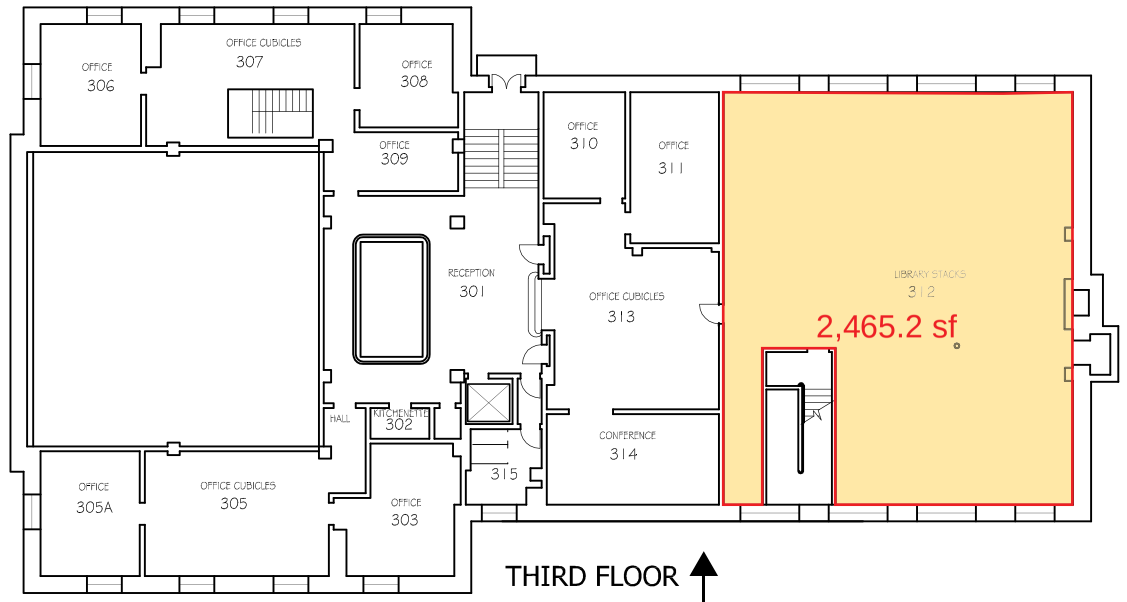


CROSS SECTION SHOWING
EXISTING STORY HEIGHTS AT
STACKS

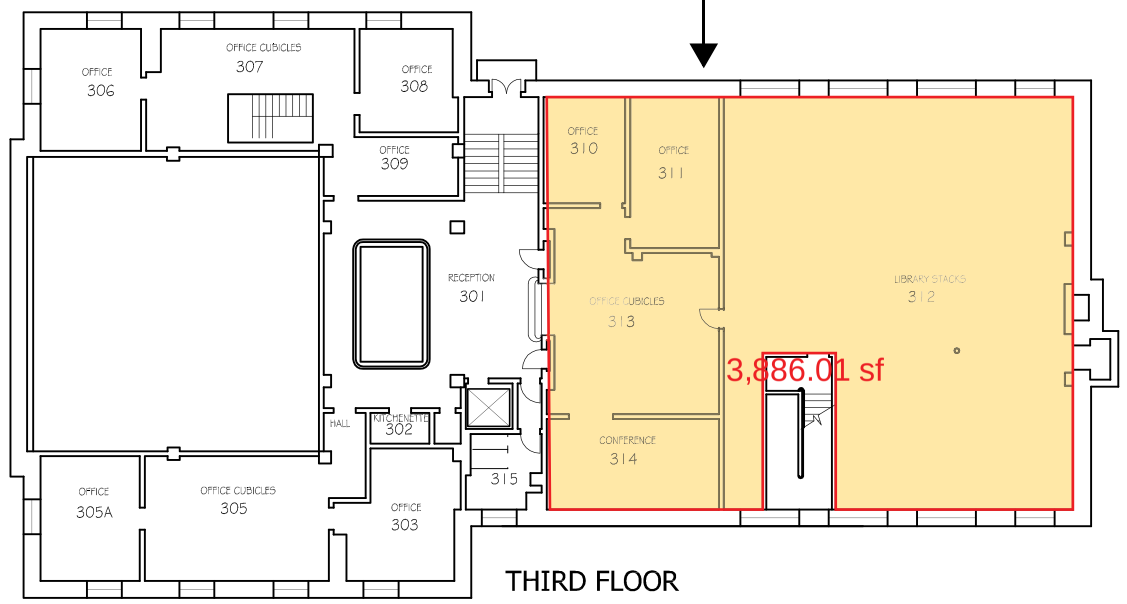
CROSS SECTION SHOWING
POTENTIAL NEW FLOOR
ELEVATION

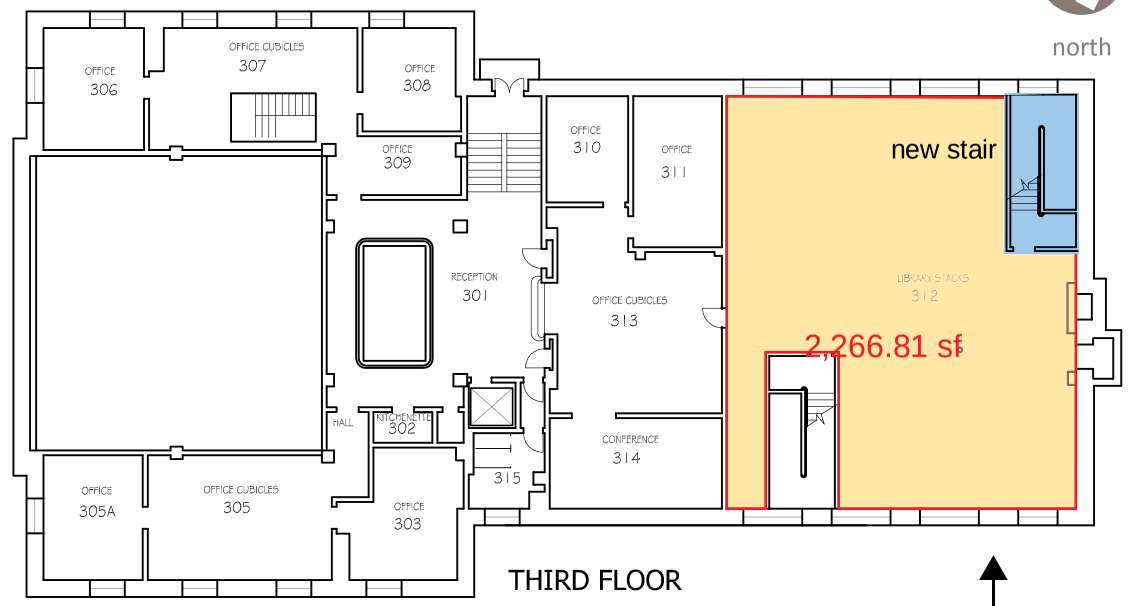
MONTPELIER: STATE 111: BUILD OUT POTENTIAL REPLACE BOOK STACK MEZZANINES
07.31.2015 / scale: 1" =50'

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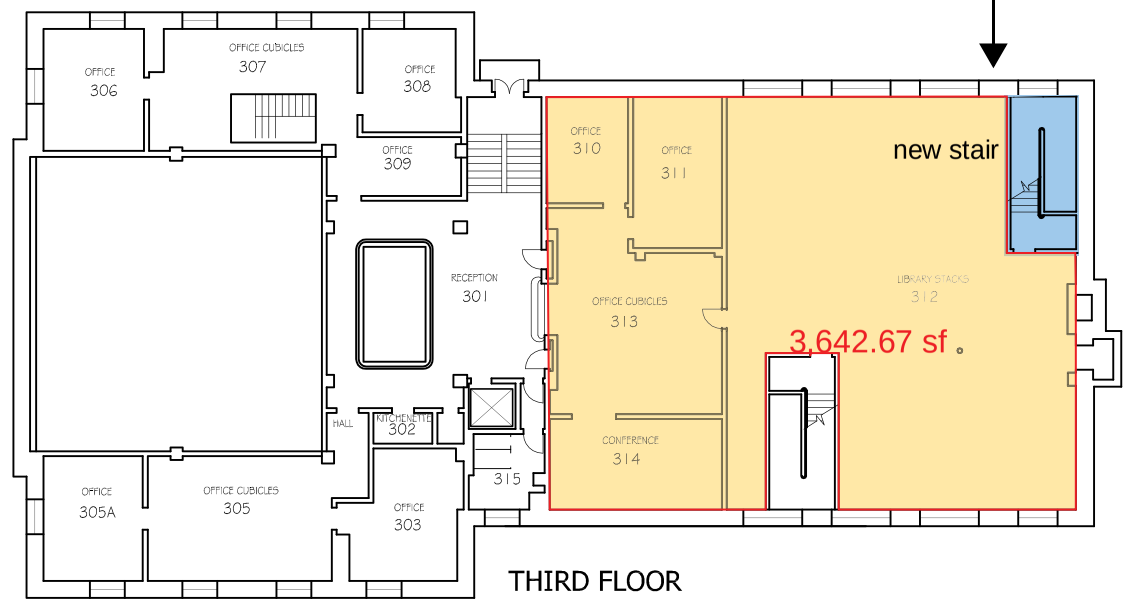


THIRD FLOOR PLANS SHOWING NEW FLOOR AREA OPTIONS IF NO NEW STAIR REQUIRED





THIRD FLOOR PLANS SHOWING NEW FLOOR AREA OPTIONS IF NEW STAIR REQUIRED



STATE LIBRARY SPACE ANALYSIS

0 5 10 20
SCALE IN FEET

MONTPELIER: STATE 111: BUILD OUT POTENTIAL REPLACE BOOK STACK MEZZANINES
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	State-111-0A, State-111-1A		
	Building Address	Montpelier- 111 State Street	
	Floor Level	Basement, 1	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Supreme Court	
	User Group	Court Administrator	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		#	Comments
Full Time	Employees	28	(4) - Basement (24) - 1st Flr
	Workstations	28	(4) - Basement (24) - 1st Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	34	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Work (5), Break (5), Storage (5), Rank is compared to other states
Comments: Need more conference spaces of various sizes, Lots of paper storage Would be ideal to consolidate all court services in one building, need additional space (library stacks?)			

Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	State-111-2A, State-111-3A		
	Building Address	Montpelier- 111 State Street	
	Floor Level	2, 3	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Supreme Court	
	User Group	Supreme Court Office	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		Total #	Comments
Full Time	Employees	17	(6) - 2nd Flr (11) - 3rd Flr
	Workstations	22	(6) - 2nd Flr (16) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	21	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Work (5), Break (5), Storage (5), Rank is compared to other states
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-111-1B		
	Building Address	Montpelier- 111 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Libraries	
	User Group	Central Library	
Filled Out by the Respondent (Do not write above this line)			
Name	Martha Reid		
Telephone	828-3265		
		Total #	Comments
Full Time	Employees	2	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	

Comments:

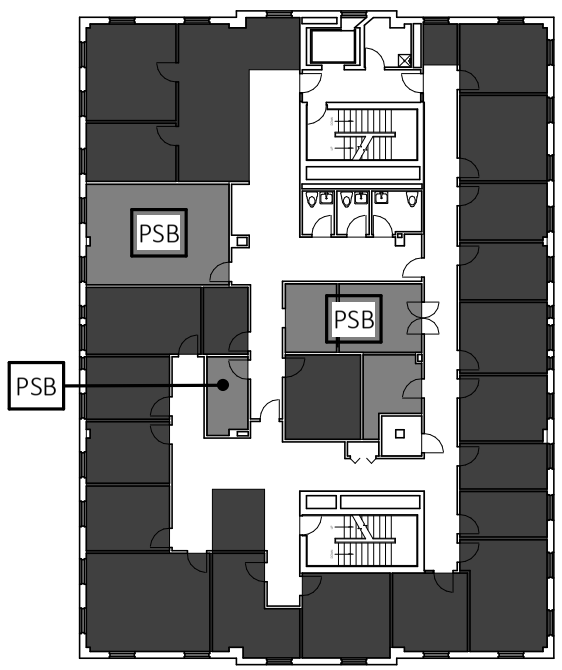
Ideal to consolidate library services into one building (currently 5 locations)
No elevator to stacks, poor public access (parking)

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USER GROUP

- (PSB) PUBLIC SERVICE BOARD
- (RIS) RESEARCH & INFORMATION SERVICES
- ADMINISTRATIVE SERVICES
- CONSUMER AFFAIRS
- ENGINEERING
- EXECUTIVE
- FINANCE
- FINANCE & ECONOMICS
- LEGAL
- PLANNING & ENERGY RESOURCES
- REGIONAL POLICY
- SHARED SUPPORT
- SUPPORT
- TELECOM



LEVEL 4



LEVEL 3



LEVEL 2

AGENCY/DEPT	USER GROUP	LEVEL	AREA
PSB	(PSB) PUBLIC SERVICE BOARD	Level 4	3740 SF
			3740 SF
PSD	ADMINISTRATIVE SERVICES	Level 3	475 SF
			475 SF
PSD	CONSUMER AFFAIRS	Level 2	775 SF
			775 SF
PSD	ENGINEERING	Level 2	85 SF
PSD	ENGINEERING	Level 3	490 SF
			575 SF
PSD	EXECUTIVE	Level 2	585 SF
			585 SF
PSD	FINANCE & ECONOMICS	Level 2	510 SF
PSD	FINANCE & ECONOMICS	Level 3	100 SF
			610 SF
PSD	LEGAL	Level 2	1260 SF
			1260 SF
PSD	PLANNING & ENERGY RESOURCES	Level 3	1400 SF
			1400 SF
PSD	REGIONAL POLICY	Level 3	105 SF
			105 SF
	SHARED SUPPORT	Level 3	1550 SF
			1550 SF
PSD	SUPPORT	Level 2	610 SF
PSB	SUPPORT	Level 4	745 SF
			1355 SF
PSD	TELECOM	Level 2	520 SF
PSD	TELECOM	Level 3	295 SF
			815 SF

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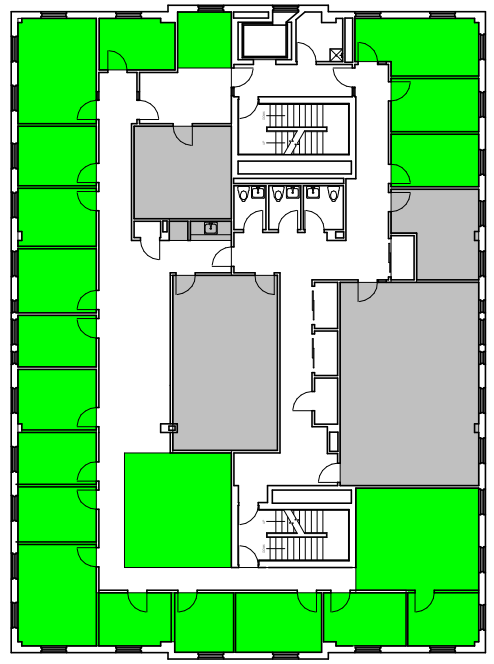
north

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 4



LEVEL 3



LEVEL 2

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
PSB	(PSB) PUBLIC SERVICE BOARD	Level 4	139
PSD	ADMINISTRATIVE SERVICES	Level 3	95
PSD	CONSUMER AFFAIRS	Level 2	194
PSD	ENGINEERING	Level 2	85
PSD	ENGINEERING	Level 3	123
PSD	EXECUTIVE	Level 2	146
PSD	FINANCE & ECONOMICS	Level 2	128
PSD	FINANCE & ECONOMICS	Level 3	100
PSD	LEGAL	Level 2	126
PSD	PLANNING & ENERGY RESOURCES	Level 3	127
PSD	REGIONAL POLICY	Level 3	105
	SHARED SUPPORT	Level 3	n/a
PSD	SUPPORT	Level 2	n/a
PSB	SUPPORT	Level 4	n/a
PSD	TELECOM	Level 2	74
PSD	TELECOM	Level 3	98

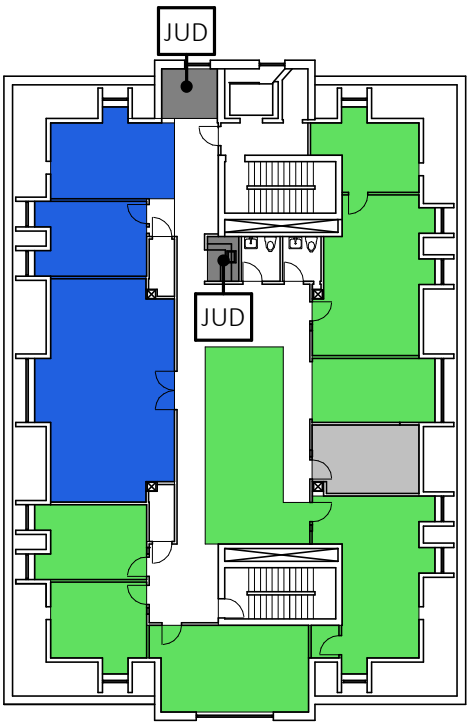
MONTPELIER - STATE 112
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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LEVEL 5

USER GROUP

- (RIS) RESEARCH & INFORMATION SERVICES
- FINANCE
- SHARED SUPPORT
- SUPPORT

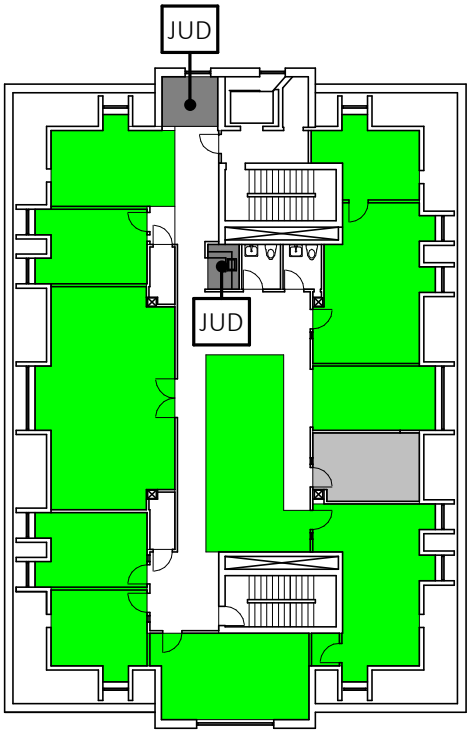
AGENCY/DEPT	USER GROUP	LEVEL	AREA
JUD	(RIS) RESEARCH & INFORMATION SERVICES	Level 5	2270 SF
			2270 SF
JUD	FINANCE	Level 5	1115 SF
			1115 SF
	SHARED SUPPORT	Level 5	175 SF
			175 SF
JUD	SUPPORT	Level 5	100 SF
			100 SF

MONTPELIER - STATE 112
07/31/15 scale: 1" = 30'-0"
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 5

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
JUD	(RIS) RESEARCH & INFORMATION SERVICES	Level 5	134
JUD	FINANCE	Level 5	159
	SHARED SUPPORT	Level 5	n/a
JUD	SUPPORT	Level 5	n/a

MONTPELIER - STATE 112

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	State-112-5A		
	Building Address	Montpelier- 112 State Street	
	Floor Level	5	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Supreme Court	
	User Group	Finance	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		Total #	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	15-Jan-15		
Cell Name	State-112-5B		
	Building Address	Montpelier- 112 State Street	
	Floor Level	5	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Supreme Court	
	User Group	(RIS) Research and Information Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		Total #	Comments
Full Time	Employees	16	
	Workstations	17	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	20	
	Other	10	may have (10) contractors to support projects (could be long term)
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-3D		
	Building Address	Montpelier- 112 State Street	
	Floor Level	3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Administration Service	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	7	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-3C		
	Building Address	Montpelier- 112 State Street	
	Floor Level	3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Regional Policy	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	1	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-3B		
	Building Address	Montpelier- 112 State Street	
	Floor Level	3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Planning & Energy Resources	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	11	
	Workstations	11	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	11	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2F, State-112-3A		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2, 3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Engineering	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	5	(1) - 2nd Flr (4) - 3rd Flr
	Workstations	5	(1) - 2nd Flr (4) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2E, State-112-3E		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2, 3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Finance & Economics	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	5	(4) - 2nd Flr (1) - 3rd Flr
	Workstations	5	(4) - 2nd Flr (1) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2A, State-112-3F		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2, 3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Telecom	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	9	(6) - 2nd Flr (3) - 3rd Flr
	Workstations	9	(6) - 2nd Flr (3) - 3rd Flr
Other - Part time/ Hotel	Employees	1	(1) PT - 2nd Flr
	Workstations	1	(1) - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2D		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Consumer Affairs	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	4	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

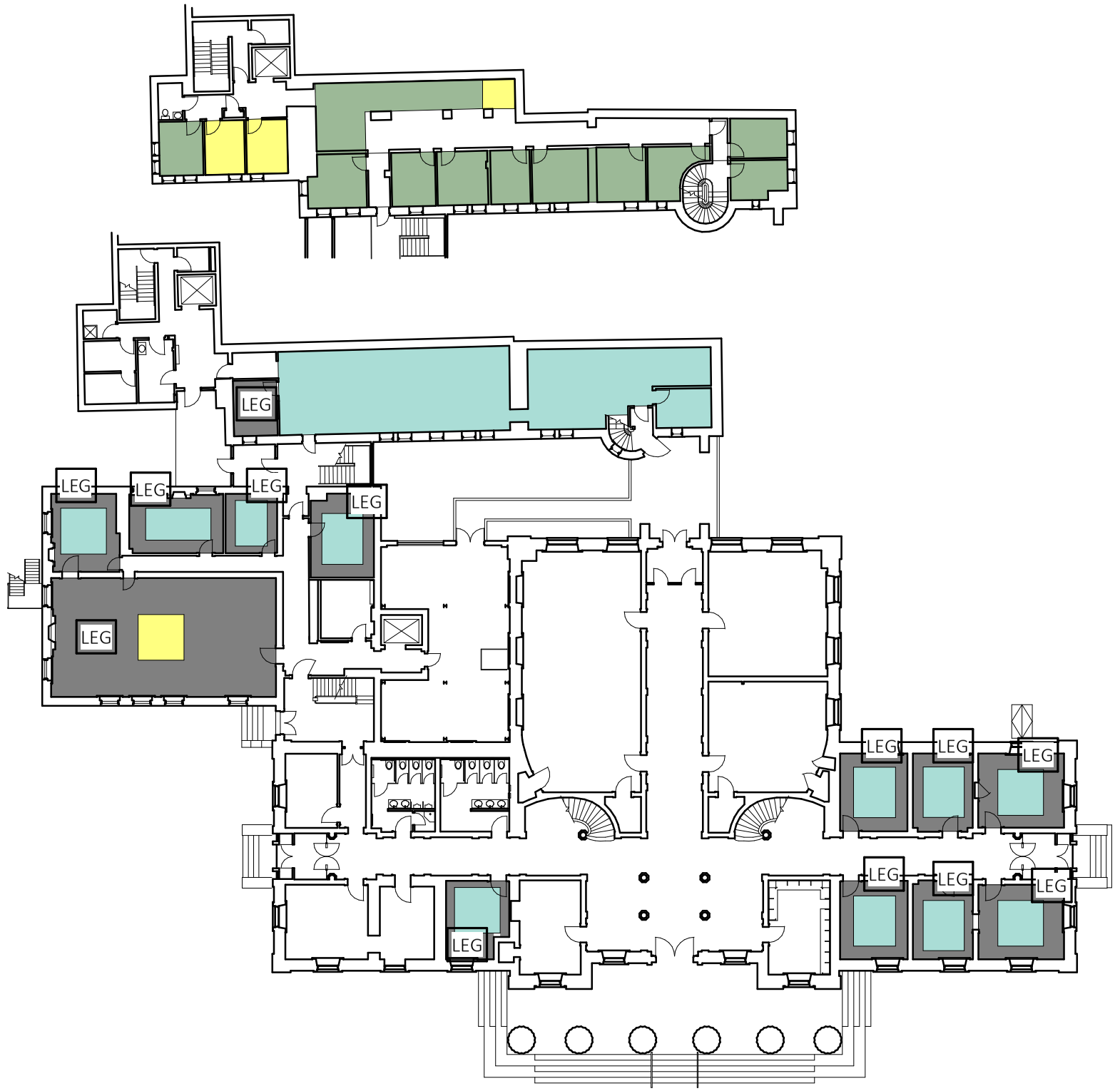
Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2B		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Legal	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	8	
	Workstations	9	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-112-2C		
	Building Address	Montpelier- 112 State Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Service	
	User Group	Executive	
Filled Out by the Respondent (Do not write above this line)			
Name	David Tauscher		
Telephone	828-4085		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Feb-15		
Cell Name	State-112-4A		
	Building Address	Montpelier- 112 State Street	
	Floor Level	4	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(PSB) Public Service Board	
	User Group	(PSB) Public Service Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Brenda Chamberlin		
Telephone	828-1152		
		Total #	Comments
Full Time	Employees	25	
	Workstations	25	
Other - Part time/ Hotel	Employees	2	PT
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments: Location ideal to be next to Department of Public Service Court room is small, could be larger.			

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north



LEVEL 1

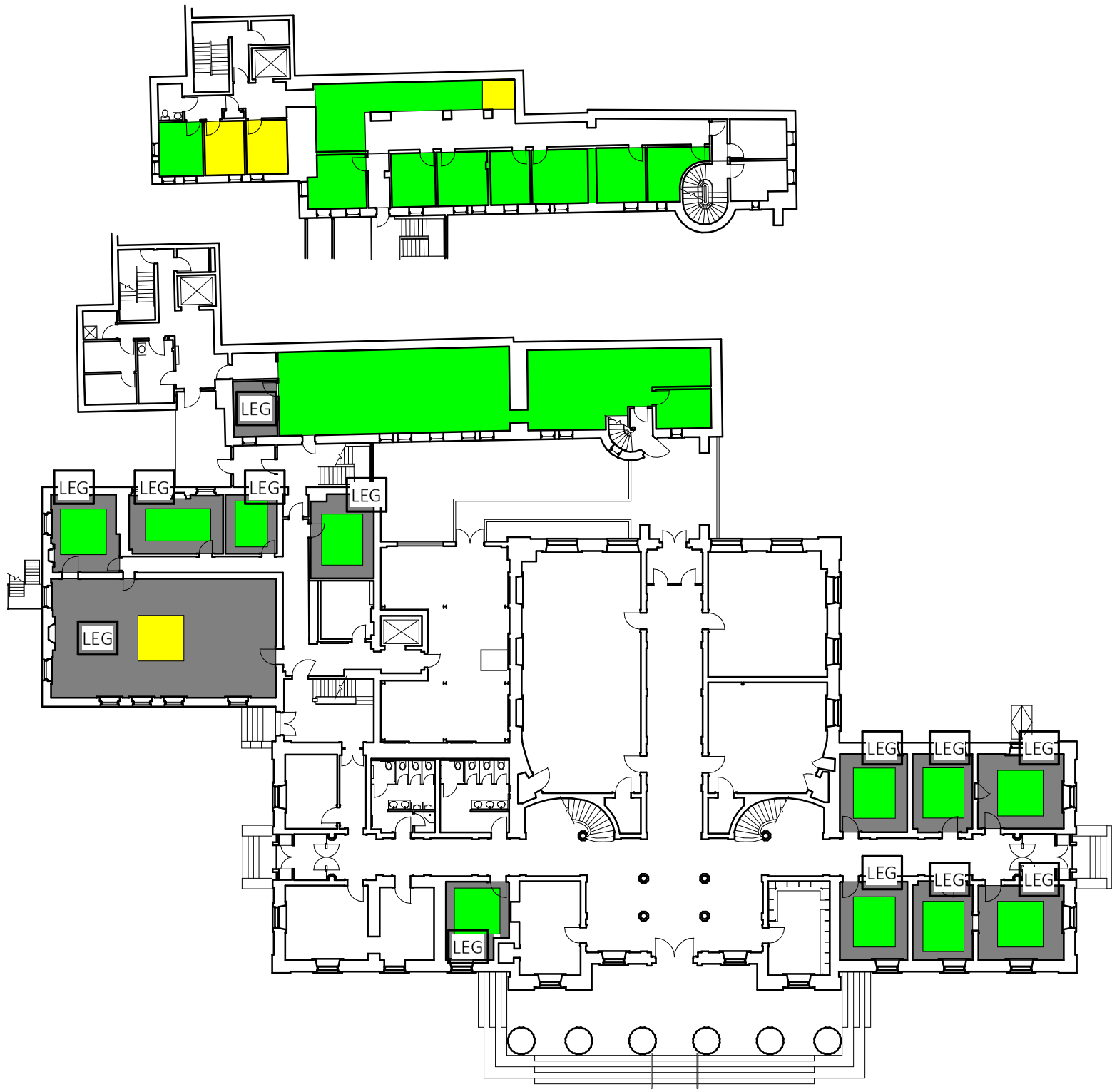
USER GROUP

- IT
- LEGAL SERVICES
- OPERATIONS
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
LEG	IT	Level 1	360 SF
			360 SF
LEG	LEGAL SERVICES	Level 1	1575 SF
			1575 SF
LEG	OPERATIONS	Level 1	2670 SF
			2670 SF
LEG	SUPPORT	Level 1	2890 SF
			2890 SF

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north



LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
LEG	IT	Level 1	72
LEG	LEGAL SERVICES	Level 1	113
LEG	OPERATIONS	Level 1	121
LEG	SUPPORT	Level 1	n/a

MONTPELIER - STATE 115

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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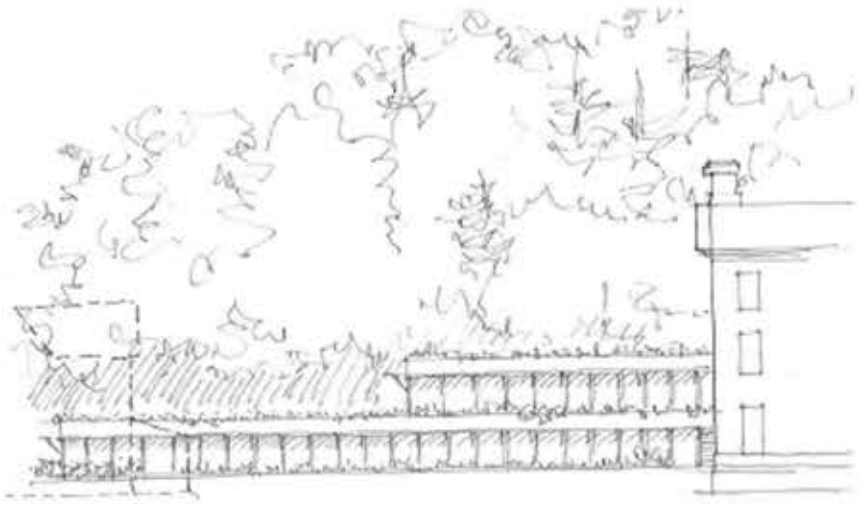
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north

New structure built into bank to be as inobtrusive as possible.
- 19 new workstations
- open, flexible space for leg council office & meeting space



115 State summary		
	cars	Adj. GBA
existing	125	47,324 sf
addition	120	51,506 sf



IMAGES PROVIDED BY BGS

Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	State-115-1A		
	Building Address	Montpelier - 115 State Street	
	Floor Level	1 (includes mezzanine)	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	Legal Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		Total #	Comments
Full Time	Employees	11	
	Workstations	11	
Other - Part time/ Hotel	Employees	2	(2) PT in session only
	Workstations	3	(1) vacant
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	2	
Comments: Not enough room for everyone, want everyone to be in same space(s) OK if their user groups are mixed together within the space and would take ANY available space Clients are in State House, so location is ideal			

Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	State-115-1C		
	Building Address	Montpelier - 115 State Street	
	Floor Level	1 (includes mezzanine)	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	IT	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	1	PT in session only
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	2	

Comments:

Not enough room for everyone, want everyone to be in same space(s)
OK if their user groups are mixed together within the space and would take ANY available space
Clients are in State House, so location is ideal

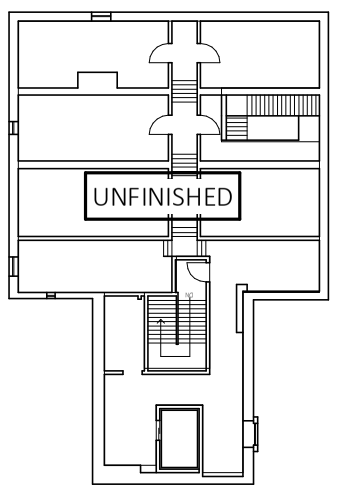
Filled out by Black River Design, Architects			
Date of Interview	2-Feb-15		
Cell Name	State-115-1B		
	Building Address	Montpelier - 115 State Street	
	Floor Level	1	
Occupant	Agency	(LEG) Legislative Branch	
	Department	Legislative Council	
	User Group	Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Janet Miller		
Telephone	828-2231		
		Total #	Comments
Full Time	Employees	8	
	Workstations	8	
Other - Part time/ Hotel	Employees	14	(4) PT in session only (workstations & copy room) (10) PT in session only (Committee Rooms)
	Workstations	14	
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	14	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	4	

Comments:

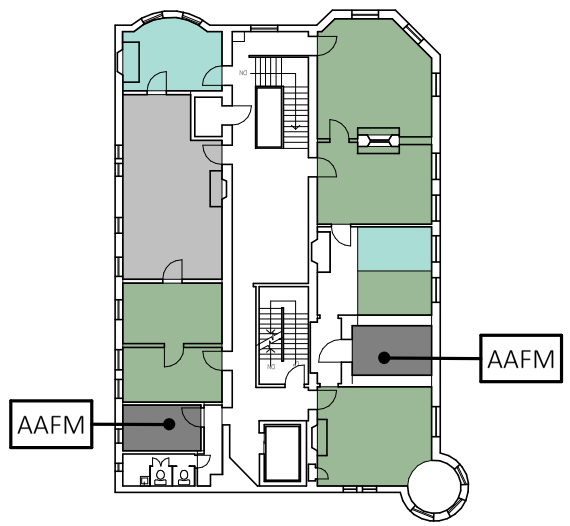
Not enough room for everyone, want everyone to be in same space(s)
OK if their user groups are mixed together within the space and would take ANY available space
Clients are in State House, so location is ideal

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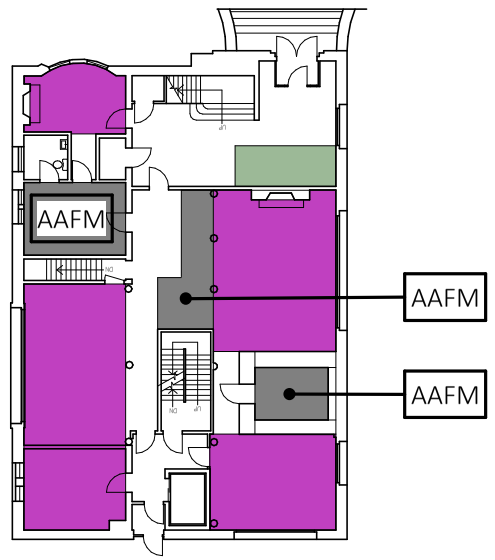
north



LEVEL 4



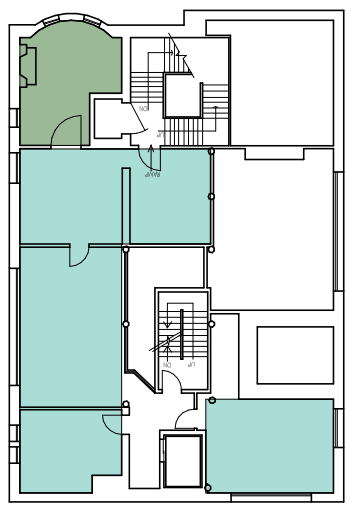
LEVEL 2



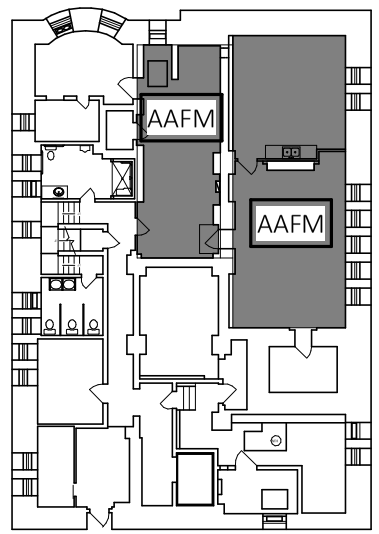
LEVEL 1



LEVEL 3



MEZZANINE - 1.5



BASEMENT

USER GROUP

- (ARMS) AGRICULTURAL RESOURCE MANAGEMENT SERVICES
- (FSCP) FOOD SAFETY & CONSUMER PROTECTION
- ADMINISTRATION
- AGRICULTURAL DEVELOPMENT
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AAFM	(ARMS) AGRICULTURAL RESOURCE MANAGEMENT SERVICES	Level 1	1520 SF
			1520 SF
AAFM	(FSCP) FOOD SAFETY & CONSUMER PROTECTION	Level 3	1865 SF
			1865 SF
AAFM	ADMINISTRATION	Level 1	100 SF
AAFM	ADMINISTRATION	Level 1.5	250 SF
AAFM	ADMINISTRATION	Level 2	1170 SF
AAFM	ADMINISTRATION	Level 3	280 SF
			1800 SF
AAFM	AGRICULTURAL DEVELOPMENT	Level 1.5	1335 SF
AAFM	AGRICULTURAL DEVELOPMENT	Level 2	240 SF
			1575 SF
	SHARED SUPPORT	Level 2	410 SF
			410 SF
AAFM	SUPPORT	Level 0	1185 SF
AAFM	SUPPORT	Level 1	410 SF
AAFM	SUPPORT	Level 2	185 SF
AAFM	SUPPORT	Level 3	90 SF
			1865 SF

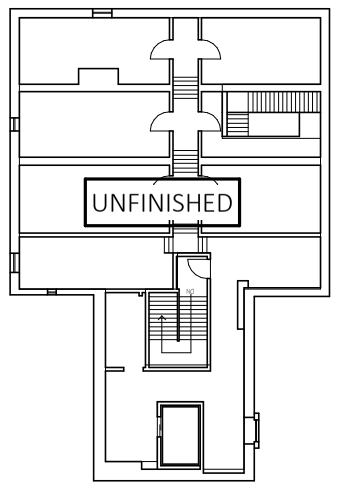
MONTPELIER - STATE 116

07/31/15 scale: 1" = 30'-0"

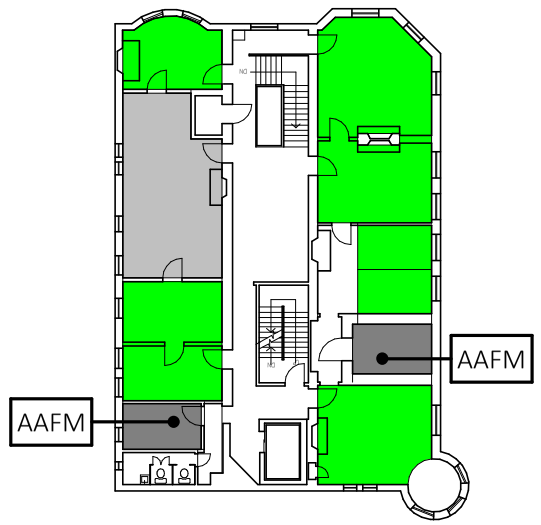
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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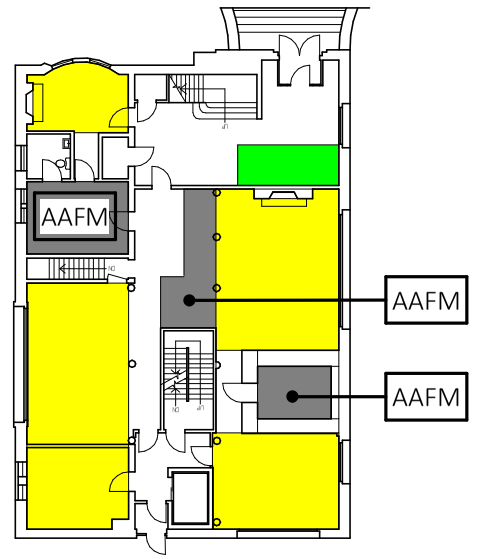
north



LEVEL 4



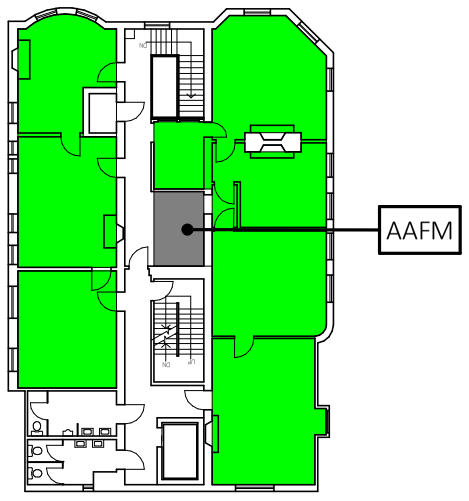
LEVEL 2



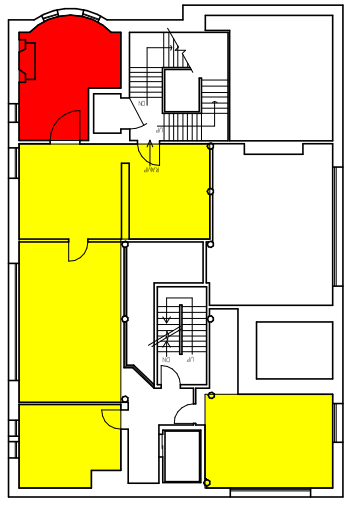
LEVEL 1

SPACE UTILIZATION

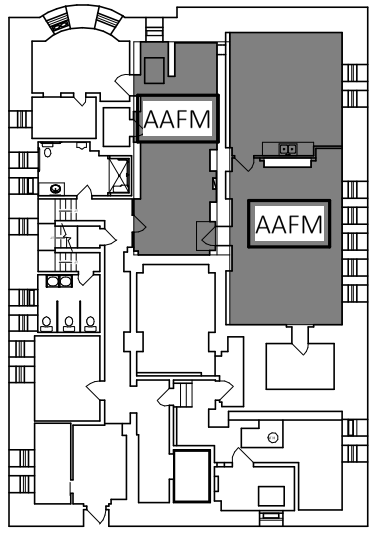
- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 3



MEZZANINE - 1.5



BASEMENT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AAFM	(ARMS) AGRICULTURAL RESOURCE MANAGEMENT SERVICES	Level 1	72
AAFM	(FSCP) FOOD SAFETY & CONSUMER PROTECTION	Level 3	93
AAFM	ADMINISTRATION	Level 1	100
AAFM	ADMINISTRATION	Level 1.5	250
AAFM	ADMINISTRATION	Level 2	117
AAFM	ADMINISTRATION	Level 3	93
AAFM	AGRICULTURAL DEVELOPMENT	Level 1.5	79
AAFM	AGRICULTURAL DEVELOPMENT	Level 2	120
	SHARED SUPPORT	Level 2	n/a
AAFM	SUPPORT	Level 0	n/a
AAFM	SUPPORT	Level 1	n/a
AAFM	SUPPORT	Level 2	n/a
AAFM	SUPPORT	Level 3	n/a

MONTPELIER - STATE 116

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BGS Addendum: Update on 116 State Street Attic Structure

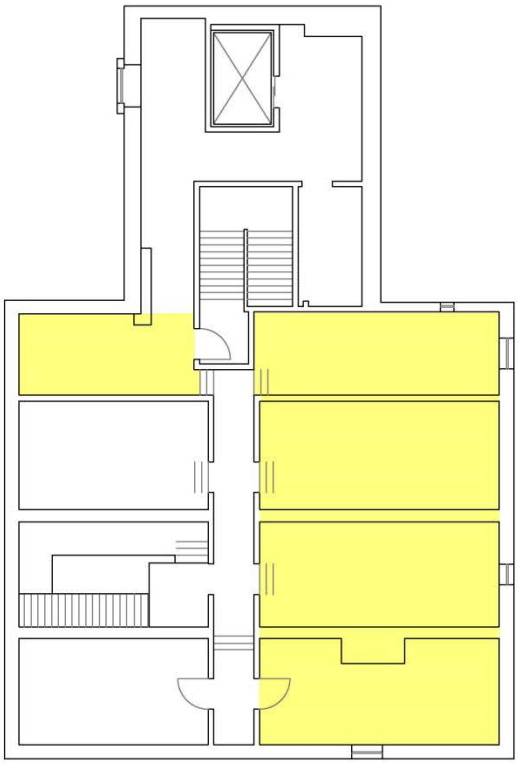
October 8, 2015

While this report was being researched and written, the attic of 116 State Street was considered unusable. It has several large trusses that are bridged with short staircases up and down. This area was occupied for many years, but it has fallen into disrepair. The mechanical system has filled two attic rooms.

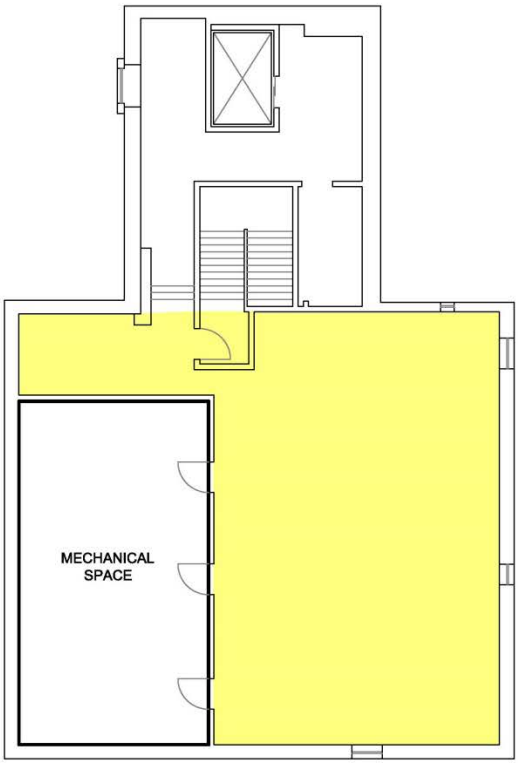
Testing assumptions, BGS visited the site with a structural engineer after most of the report was complete. Indeed there are two ways to approach a renovation. Both keep the trusses in place. The simpler renovation would create a raised hall floor even with the trusses' bottom chords. Each room would have a stair leading down from the hall. This approach should yield 9 workstations.

A more ambitious plan would be to raise the entire attic floor by adding a new level even with the top of the trusses' bottom chords. While a new office would have to be reconciled with the newly installed HVAC system, this plan should allow for 14 office spaces.

No cost estimating was done for these concepts.



MINIMAL RENOVATION
1143 sf
9 workstations @ 125 sf



MAJOR RENOVATION
1509 sf
14 workstations @ 107 sf

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-116-1A, State-116-1.5A, State-116-2A, State-116-3A		
	Building Address	Montpelier - 116 State Street	
	Floor Level	1, 1.5 (Mezzanine), 2, 3	
Occupant	Agency	Agency of Agriculture, Food & Markets	
	Department	Administration	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Marcey Hodgdon		
Telephone	828-3567		
		Total #	Comments
Full Time	Employees	13	(1) - 1st Flr, (1) - Mezzanine (9) - 2nd Flr (2) -3rd Flr
	Workstations	13	(1) - 1st Flr, (1) - Mezzanine (9) - 2nd Flr (2) -3rd Flr
Other - Part time/ Hotel	Employees	2	(1) PT - 2nd Flr (1) PT - 3rd Flr
	Workstations	2	(1) - 2nd Flr (1) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	16	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments:			

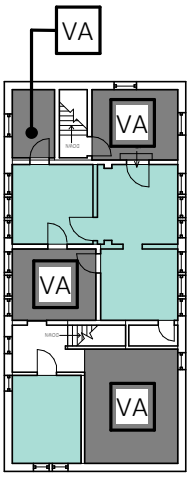
Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-116-1.5B, State-116-2B		
	Building Address	Montpelier - 116 State Street	
	Floor Level	1.5 (Mezzanine) & 2	
Occupant	Agency	(AAFM) Agency of Agriculture, Food & Markets	
	Department	Agricultural Development	
	User Group	Agricultural Development	
Filled Out by the Respondent (Do not write above this line)			
Name	Marcey Hodgdon		
Telephone	828-3567		
		Total #	Comments
Full Time	Employees	13	(11) - Mezzanine (2) - 2nd Flr
	Workstations	13	(11) - Mezzanine (2) - 2nd Flr
Other - Part time/ Hotel	Employees	6	(4) PT, (2) hotel - Mezzanine
	Workstations	6	(6) - Mezzanine
5-10 Year Staff Total (Estimate)	Full Time	16	
	Other	6	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-116-3B		
	Building Address	Montpelier - 116 State Street	
	Floor Level	3	
Occupant	Agency	(AAFM) Agency of Agriculture, Food & Markets	
	Department	Food Safety & Consumer Protection (FSCP)	
	User Group	Food Safety & Consumer Protection (FSCP)	
Filled Out by the Respondent (Do not write above this line)			
Name	Marcey Hodgdon		
Telephone	828-3567		
		Total #	Comments
Full Time	Employees	10	
	Workstations	10	
Other - Part time/ Hotel	Employees	10	(1) PT, (8) hotel, (1) other
	Workstations	10	
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	13	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: When Food Safety Modernization Act passes- will need more PT & hotel stations			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-116-1B		
	Building Address	Montpelier - 116 State Street	
	Floor Level	1	
Occupant	Agency	(AAFM) Agency of Agriculture, Food & Markets	
	Department	(ARMS) Agricultural Resource Management Services	
	User Group	(ARMS) Agricultural Resource Management Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Marcey Hodgdon		
Telephone	828-3567		
		Total #	Comments
Full Time	Employees	18	
	Workstations	18	
Other - Part time/ Hotel	Employees	14	Field staff
	Workstations	3	(14) field staff share (3) hotel desks NOTE: Any desk is used as a hoteling station for field staff
5-10 Year Staff Total (Estimate)	Full Time	27	
	Other	5	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	1	
Comments:			

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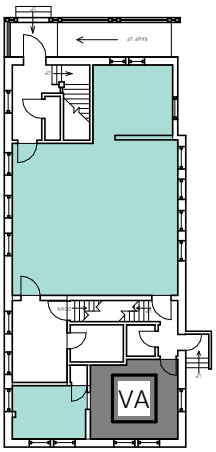
LEVEL 2

USER GROUP

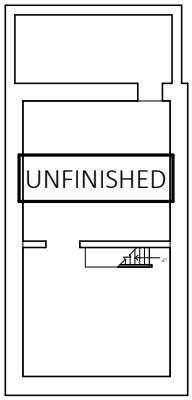
VETERAN AFFAIRS

SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
VA	SUPPORT	LEVEL 1	165 SF
VA	SUPPORT	LEVEL 2	620 SF
			785 SF
VA	VETERAN AFFAIRS	LEVEL 1	860 SF
VA	VETERAN AFFAIRS	LEVEL 2	610 SF
			1470 SF



LEVEL 1



BASEMENT

MONTPELIER - STATE 118

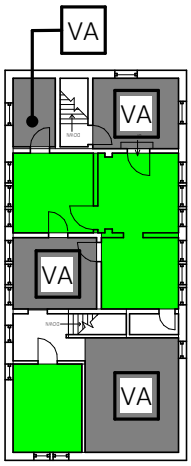
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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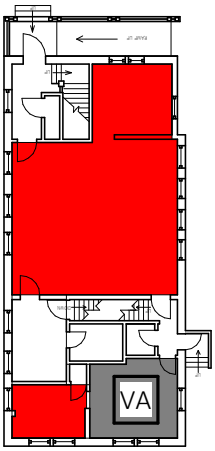


LEVEL 2

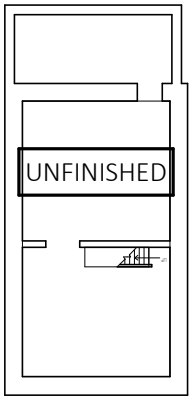
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
VA	SUPPORT	LEVEL 1	n/a
VA	SUPPORT	LEVEL 2	n/a
VA	VETERAN AFFAIRS	LEVEL 1	172
VA	VETERAN AFFAIRS	LEVEL 2	122



LEVEL 1



BASEMENT

MONTPELIER - STATE 118

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	15-Dec-14		
Cell Name	State-118-1A, State-118-2A		
	Building Address	Montpelier - 118 State St.	
	Floor Level	1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Veterans Affairs	
	User Group	Veterans Affairs	
Filled Out by the Respondent (Do not write above this line)			
Name	Robert E. Burke		
Telephone	828-3380		
		Total #	Comments
Full Time	Employees	7	(4) - 1st Flr (3) - 2nd Flr
	Workstations	7	(4) - 1st Flr (3) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	3	(1) Accessible Office - 1st Flr (2) temps - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	11	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	Work (7), Break (0), Storage (5)
Comments: Office on 1st Flr currently being converted to Break room (1) temp office on 2nd Flr used each Spring for Federal Contractor			

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Level 1

USER GROUP

- OPERATIONS
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	SUPPORT	Level 1	3305 SF
			3305 SF
	SHARED SUPPORT	Level 1	475 SF
			475 SF
AOT	OPERATIONS	Level 1	4420 SF
			4420 SF



Level 0

USER GROUP

- FINANCE & LOGISTICS
- MAINTENANCE
- OPERATIONS
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
	SUPPORT	Level 0	3265 SF
			3265 SF
AOT	OPERATIONS	Level 0	1925 SF
			1925 SF
BGS	MAINTENANCE	Level 0	1190 SF
			1190 SF
AOT	FINANCE & LOGISTICS	Level 0	495 SF
			495 SF

MONTPELIER - STATE 120

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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Level 3

USER GROUP

- ENFORCEMENT
- FINANCE & LOGISTICS
- OPERATIONS
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
	SHARED SUPPORT	Level 3	680 SF
			680 SF
AOT	OPERATIONS	Level 3	1670 SF
			1670 SF
AOT	FINANCE & LOGISTICS	Level 3	4740 SF
			4740 SF
AOT	ENFORCEMENT	Level 3	1805 SF
			1805 SF



Level 2

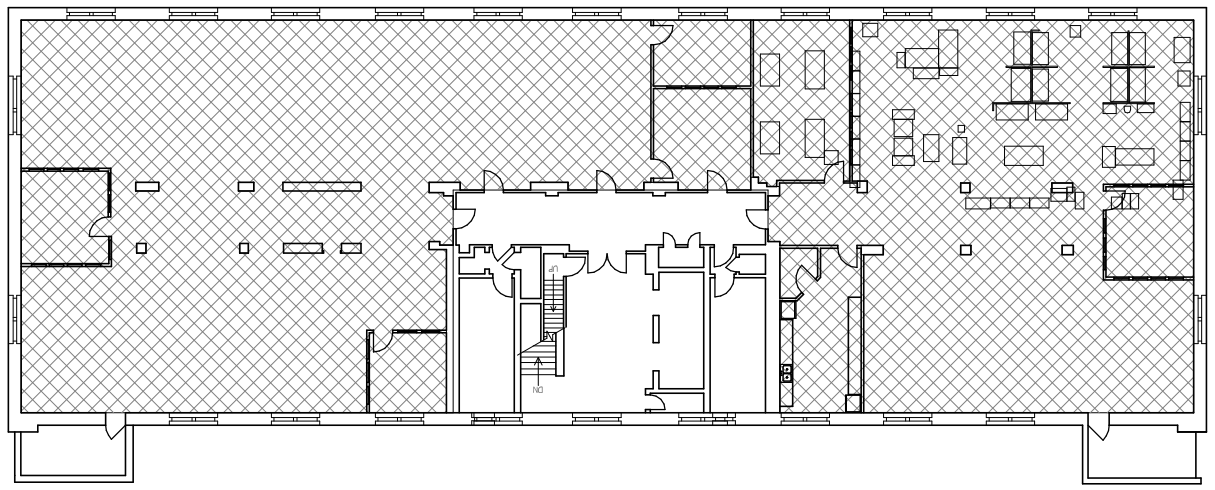
USER GROUP

- (IT) INFORMATION TECHNOLOGY
- OPERATIONS
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	SUPPORT	Level 2	175 SF
			175 SF
AOT	OPERATIONS	Level 2	7355 SF
			7355 SF
AOT	(IT) INFORMATION TECHNOLOGY	Level 2	1800 SF
			1800 SF

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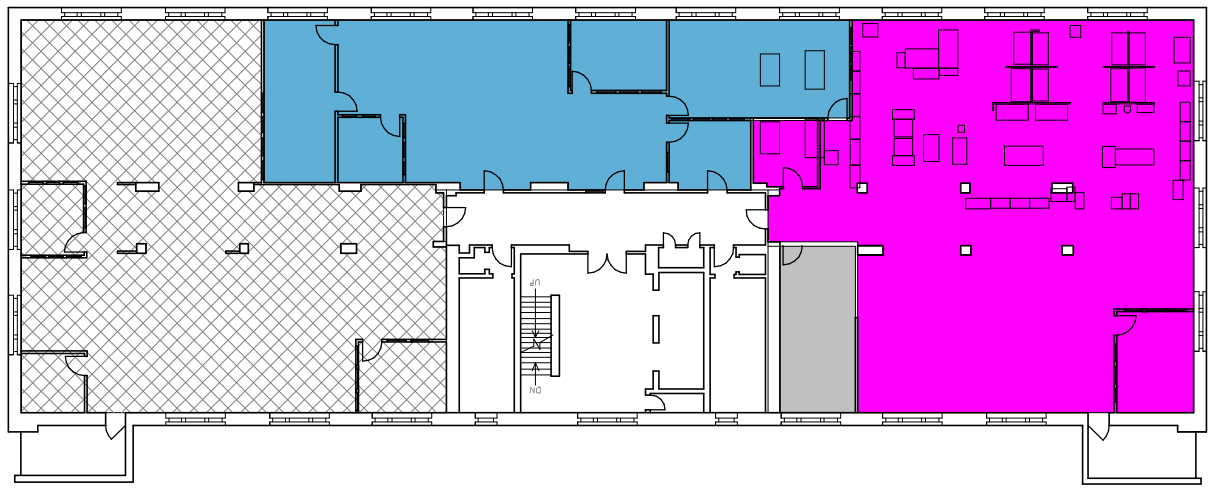


Level 5

USER GROUP

VACANT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
	VACANT	Level 5	9360 SF
			9360 SF



Level 4

USER GROUP

VTHR

VTHR SUPPORT

SHARED SUPPORT

VACANT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DII	VTHR SUPPORT	Level 4	2200 SF
			2200 SF
DHR	VTHR	Level 4	3490 SF
			3490 SF
	VACANT	Level 4	3295 SF
			3295 SF
	SHARED SUPPORT	Level 4	305 SF
			305 SF

NOTE: AS OF JULY 2015, STATE 120 5TH FLOOR IS NO LONGER VACANT. OCCUPIED BY DHR
STATE 120 4TH FLOOR IS NO LONGER PLANNED TO BE VACANT. OCCUPIED OR TO BE OCCUPIED BY DMV.

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

MONTPELIER - STATE 120

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	SUPPORT	Level 1	n/a
	SHARED SUPPORT	Level 1	n/a
AOT	OPERATIONS	Level 1	123

north



LEVEL 0

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	SUPPORT	Level 0	n/a
AOT	OPERATIONS	Level 0	160
BGS	MAINTENANCE	Level 0	170
AOT	FINANCE & LOGISTICS	Level 0	99

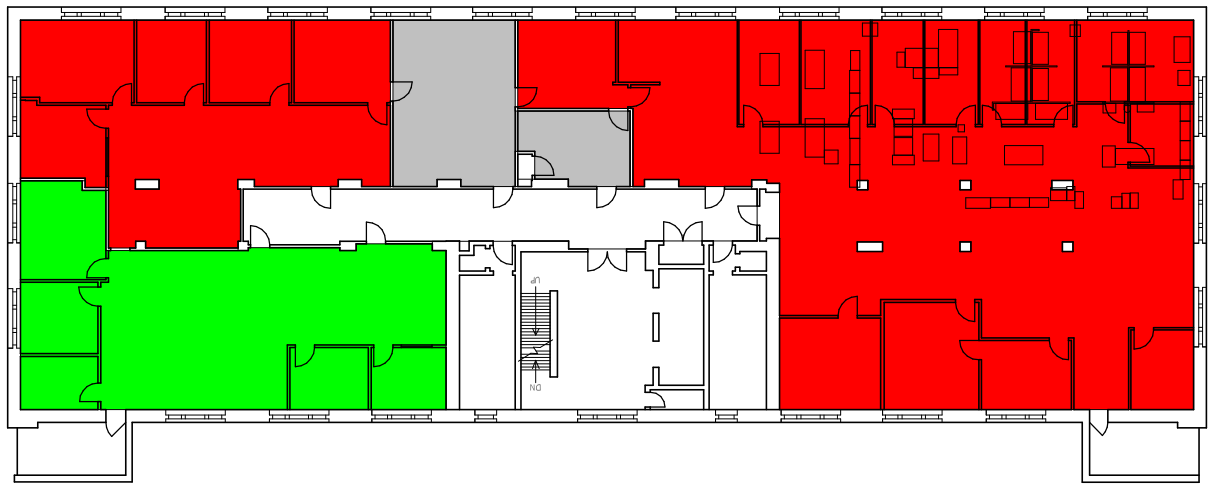
MONTPELIER - STATE 120

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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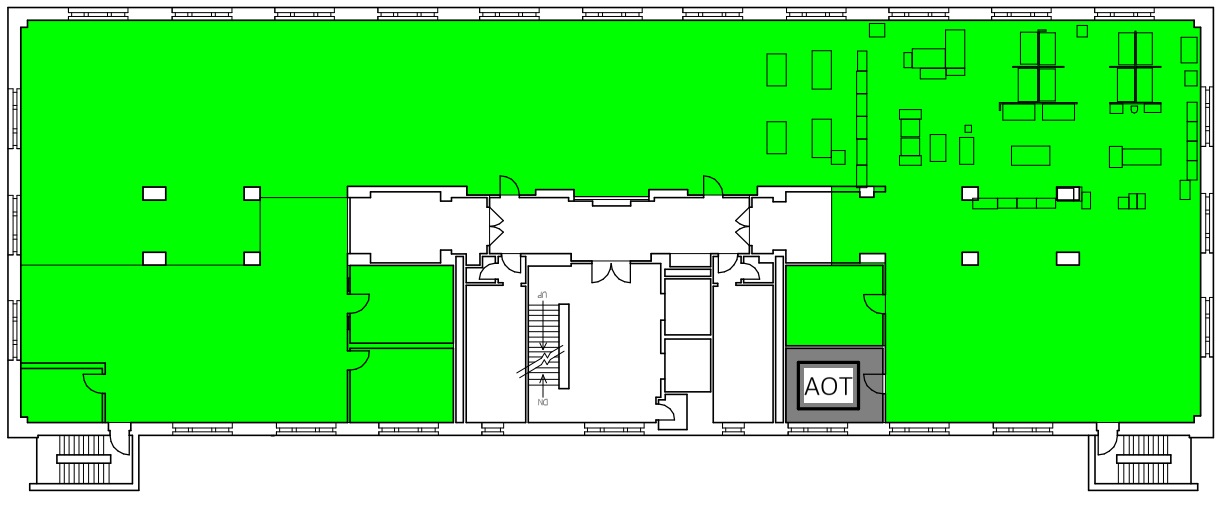


LEVEL 3

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	SHARED SUPPORT	Level 3	n/a
AOT	OPERATIONS	Level 3	186
AOT	FINANCE & LOGISTICS	Level 3	237
AOT	ENFORCEMENT	Level 3	129



LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	SUPPORT	Level 2	n/a
AOT	OPERATIONS	Level 2	98
AOT	(IT) INFORMATION TECHNOLOGY	Level 2	150

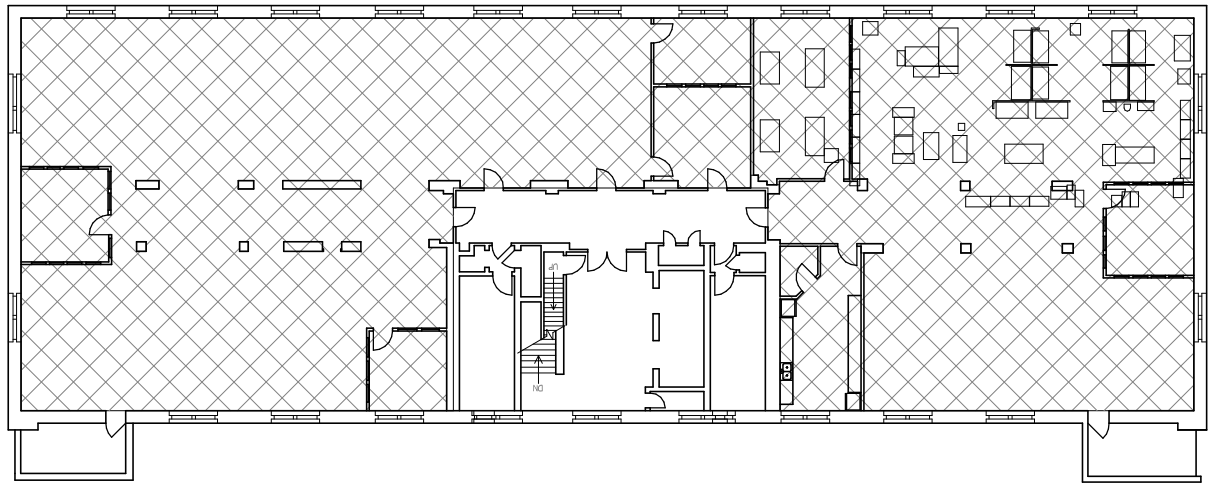
MONTPELIER - STATE 120

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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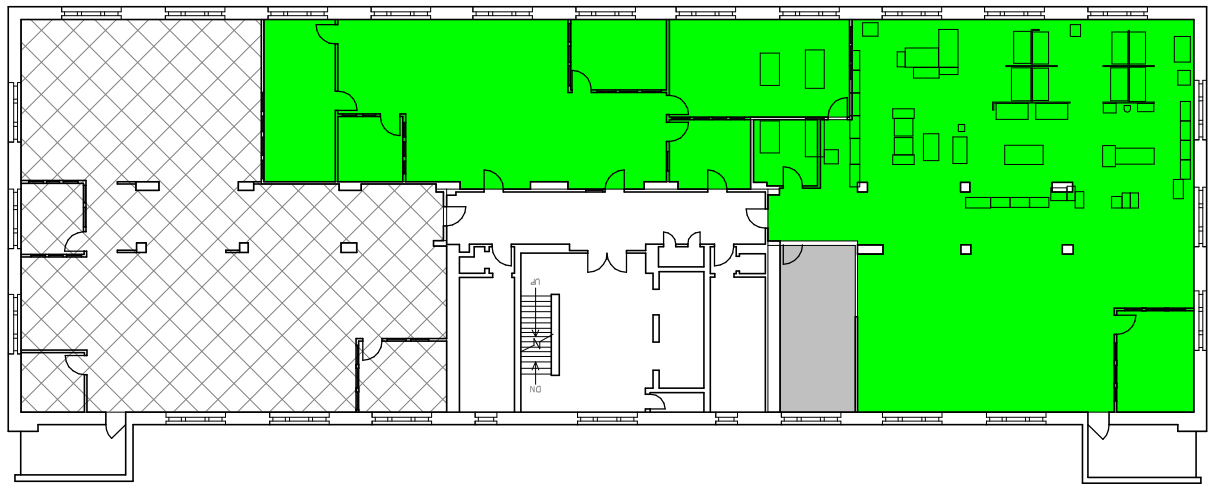


LEVEL 5

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	VACANT	Level 5	n/a



LEVEL 4

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DII	VTHR SUPPORT	Level 4	157
DHR	VTHR	Level 4	152
	VACANT	Level 4	n/a
	SHARED SUPPORT	Level 4	n/a

NOTE: AS OF JULY 2015, STATE 120 5TH FLOOR IS NO LONGER VACANT. OCCUPIED BY DHR
STATE 120 4TH FLOOR IS NO LONGER PLANNED TO BE VACANT. OCCUPIED OR TO BE OCCUPIED BY DMV.

MONTPELIER - STATE 120
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

1. EXECUTIVE SUMMARY

1.1. PROPERTY INFORMATION AND GENERAL PHYSICAL CONDITION

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	120 State Street , Montpelier Vermont 05602
Year constructed:	1948
Current owner of property:	State of Vermont
Management Point of Contact:	State of Vermont, E. Joseph Aja, Jr., Project Manager, Buildings and General Services 802.828.5694 phone 802.828.3533 fax
Property type:	Office Building
Gross floor area:	75,672 Square Feet
Number of buildings:	One
Number of stories:	Five
Parking type and number of spaces:	15 spaces in open lots, reserved for DMV and handicapped parking
Building construction:	Reinforced cast in place concrete.
Roof construction:	Flat deck with single ply membrane.
Exterior Finishes:	Granite and marble panels
Heating and/or Air Conditioning:	Low pressure steam, partially cooled via split systems and window ACs
Fire and Life/Safety:	Full sprinkler locally in basement and center core, with full fire detection systems
Dates of visit:	October 29 and 30, 2014
Point of Contact (POC):	Jonathan Rutledge, Vermont BGS
Assessment and Report Prepared by:	Ralph Manglass Jr. PE
Reviewed by:	Joe Sloboda Project Manager jsloboda@emgcorp.com 800.733.0660 x6225

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained since it was first occupied and is in good overall condition.

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of selected interior renovations, restroom renovations, and fire alarm system modernization. Also, the building windows were replaced in 2008. Supporting documentation was provided in support of these claims and the work is evident.

1.2. SUMMARY OF FINDINGS

This report represents summary-level findings for the Facility Condition Assessment. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall Long Term Capital Needs Plan that can be the basis for a facility wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric
Facility Condition Index	0.70
Current Replacement Value	$30,268,800
Immediate Capital Needs	$212,123
1-5 Year Capital Needs	$485,460
6-10 Year Capital Needs	$1,042,898

1.3. FACILITY CONDITION INDEX

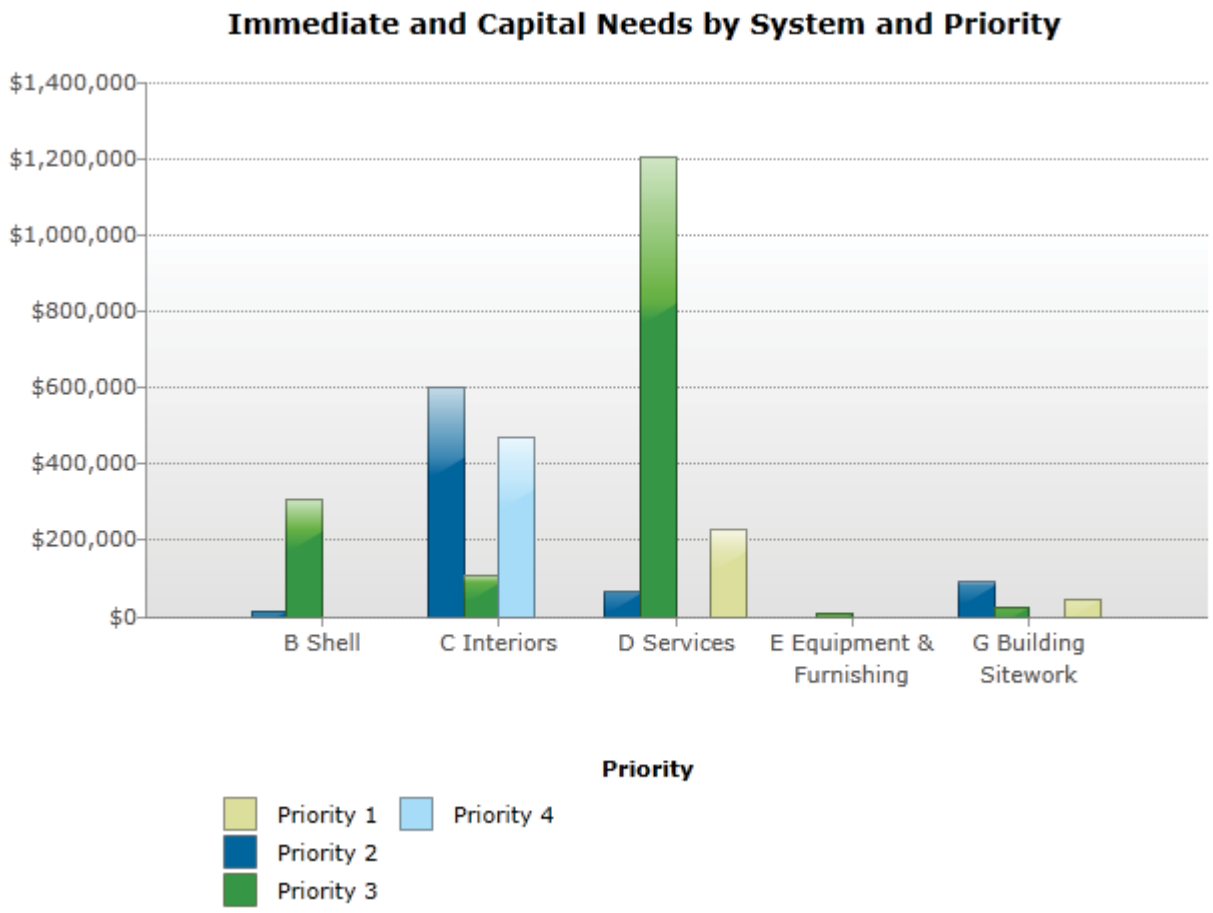
The Facility Condition Index (FCI) gives an indication of a building's or portfolio's overall state of condition. The values are based on a 0-100%+ scale and are derived by dividing the repair costs for a facility by a theoretical replacement value. This replacement value is calculated by multiplying the existing building square footage of a given facility by the Cost per Square Foot to construct a new, similar facility. Typically, the FCI is calculated using only the current condition values, not taking into account the future need identified in the life cycle evaluation. Accounting principles indicate that a value of 65%, or the "rule of two-thirds", be utilized for the FCI threshold for identifying potential replacement candidates. Once the current repair costs reach 65%, or roughly two-thirds of the full replacement value of the estimated cost to replace a facility, it may not be prudent to continue to fund repairs. In cases where aggressive facilities planning is expected to be necessary, this threshold may be adjusted to address more pressing need.



120 State Street Office Building, FCI: 0.70%

1.4. IMMEDIATE AND CAPITAL NEEDS SORTED BY PRIORITY

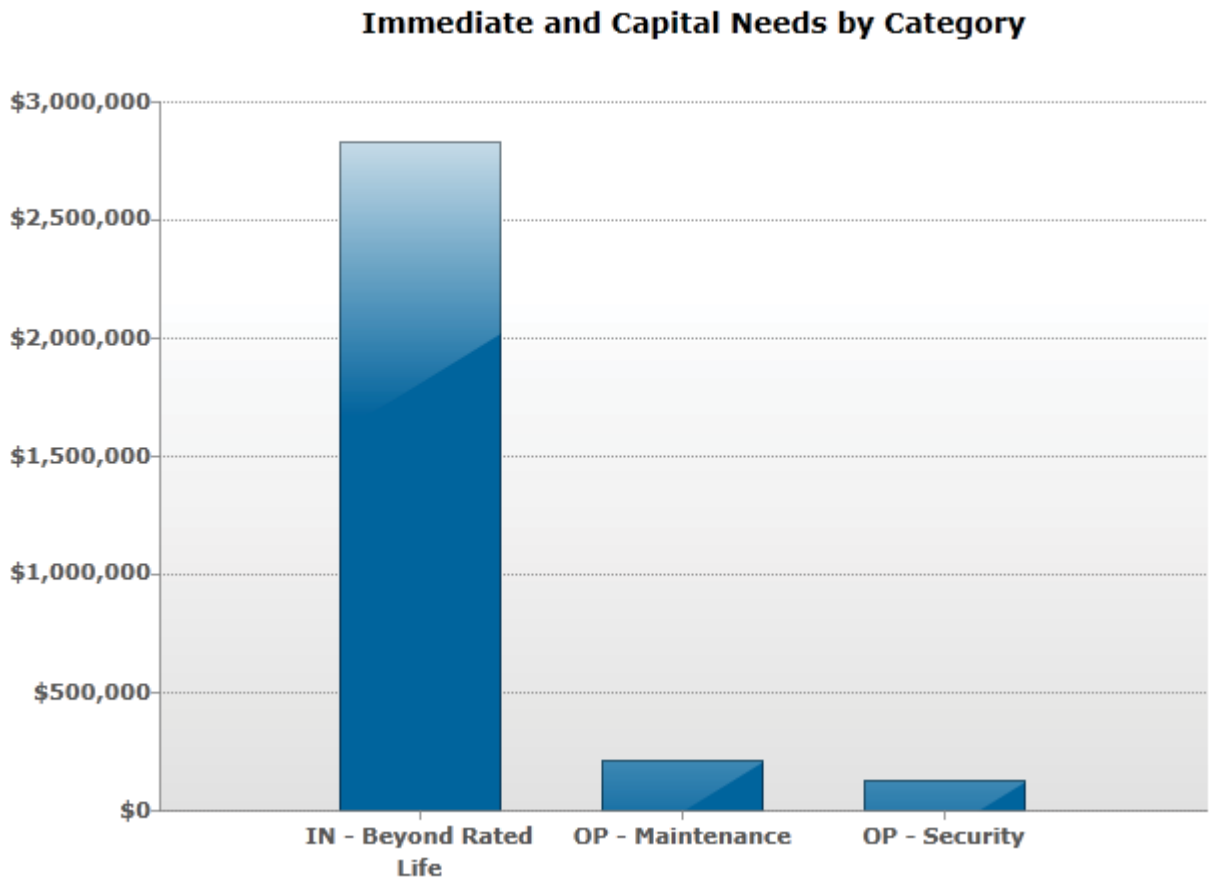
Just because a building system or component has an immediate or capital requirement does not necessarily mean that item is a high priority when compared to the needs of another component. The needs have been prioritized according to five priority levels, with Priority 1 items being the most critical to address:



	Priority					
Building System	**1**	**2**	**3**	**4**	**5**	**Total**
B Shell	$	$10,865	$308,208	$	$	$319,073
C Interiors	$	$598,133	$104,940	$469,050	$	$1,172,123
D Services	$229,929	$64,787	$1,203,509	$	$	$1,498,225
E Equipment &	$	$	$10,365	$	$	$10,365
G Building Sitework	$43,544	$91,801	$24,085	$	$	$159,430
Totals	**$273,473**	**$765,587**	**$1,651,107**	**$469,050**	**$**	**$3,159,216**

1.5. IMMEDIATE AND CAPITAL NEEDS SORTED BY CATEGORY

The deficiencies are sorted by categories which define briefly the reason the need exists. A requirement may have more than one applicable category. The category is selected based on the need priority, the most heavily impacted building system and the category with the greatest life safety significance.



Building System	Total Cost
OP - Maintenance	$208,235
IN - Beyond Rated Life	$2,828,381
OP - Security	$122,600
Total	**$3,159,216**

The following is a list of the categories with a brief description:

Code Compliance

- Accessibility: Conditions that violate the American Disabilities Act guidelines
- Building Code: Conditions that violate Building codes
- Life Safety: Conditions that violate NFPA 101 Life Safety Code

Operations

- Energy: Conditions that adversely affect energy use
- Maintenance: Components or systems that require routine maintenance
- Security: Conditions that compromise the protection of the asset or its occupants

Environmental

- Air/ Water Quality: Conditions that affect air or water quality
- Asbestos: Visible observance of suspected asbestos-containing material(ACM)
- Lead Visible Observance of suspected lead based paint
- PCB: Observance of suspected PCB containing equipment

Functionality

- Mission: Components which do not meet the mission of the organization
- Modernization: Conditions that need to made modern in appearance or function
- Plant Adaptation: Components or systems that must change to fit a new or adapted use
- Obsolescence: Components or systems that are or are becoming obsolete
- Capacity: Components or system which cannot meet demand load

Integrity

- Appearance: Problems with the asset's appearance that are not functional in nature
- Reliability: Components or systems which cannot be depended on
- Beyond Rated Life: A component or system that has exceeded its rated life

Filled out by Black River Design, Architects			
Date of Interview	8-Jan-15		
Cell Name	State-120-0A, State-120-1A, State-120-2A, State-120-3A		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	Basement, 1, 2, 3	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(DMV) Department of Motor Vehicles	
	User Group	Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Jennifer Broe		
Telephone	828-2165		
		Total #	Comments
Full Time	Employees	112	(8) - Basement (30) - 1st (65) - 2nd (9) - 3rd
	Workstations	112	(8) - Basement (30) - 1st (65) - 2nd (9) - 3rd
Other - Part time/ Hotel	Employees	10	(10) temps - 2nd
	Workstations	20	(4) scanning stations - Basement (6) exam testing stations - 1st
5-10 Year Staff Total (Estimate)	Full Time	121	
	Other	9	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6 9 5 8	Basement 1st Flr 2nd Flr - rank will be a 9 when they move to 4th floor space in 2015 3rd Flr
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	8-Jan-15		
Cell Name	State-120-3B		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	3	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(DMV) Department of Motor Vehicles	
	User Group	Enforcement	
Filled Out by the Respondent (Do not write above this line)			
Name	Jennifer Broe		
Telephone	828-2195		
		Total #	Comments
Full Time	Employees	12	
	Workstations	12	
Other - Part time/ Hotel	Employees	0	
	Workstations	2	float desks
5-10 Year Staff Total (Estimate)	Full Time	14	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	8-Jan-15		
Cell Name	State-120-0B, State-120-3C		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	Basement, 3	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(DMV) Department of Motor Vehicles	
	User Group	Finance and Logistics	
Filled Out by the Respondent (Do not write above this line)			
Name	Jennifer Broe		
Telephone	828-2165		
		Total #	Comments
Full Time	Employees	20	(3) - Basement - stockroom (17) - 3rd Flr
	Workstations	20	(3) - Basement - stockroom (17) - 3rd Flr
Other - Part time/ Hotel	Employees	2	(2) - Basement - mail sorting facility
	Workstations	5	(3) float stations - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	21	
	Other	3	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8 8	Basement 3rd Flr
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	14-Jan-15		
Cell Name	State-120-0C		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	Basement	
Occupant	Agency	(AOA) Agency of Transportation	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Maintenance	
Filled Out by the Respondent (Do not write above this line)			
Name	John Hebert		
Telephone	828-3312		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	20	Custodians
	Workstations	2	All (20) custodians from throughout Capital complex use computers and break space in this area
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	20	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Way too small for (20) Capital Complex Custodians.
Comments: Custodians store things where they shouldn't because no dedicated space. HVAC Office is too small.			

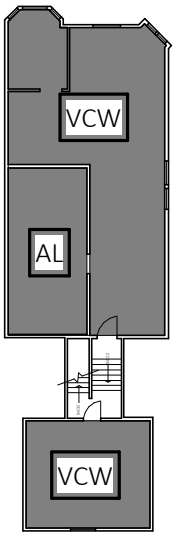
Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	State-120-2B		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	2	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department of Transportation	
	User Group	(IT) Information Technology	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	12	
	Workstations	12	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-120-4B		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	4	
Occupant	Agency	(AOA) Agency of Transportation	
	Department	(DII) Department of Information & Innovation	
	User Group	VTHR - IT	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	14	
	Workstations	14	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	14	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

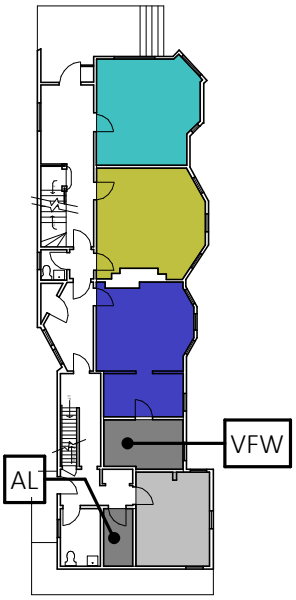
Filled out by Black River Design, Architects			
Date of Interview	19-Feb-15		
Cell Name	State-120-4A		
	Building Address	Montpelier- 120 State Steet	
	Floor Level	4	
Occupant	Agency	(AOA) Agency of Transportation	
	Department	(DHR) Department of Human Resources	
	User Group	VTHR	
Filled Out by the Respondent (Do not write above this line)			
Name	Angela Rouelle		
Telephone	828-0316		
		Total #	Comments
Full Time	Employees	20	
	Workstations	20	
Other - Part time/ Hotel	Employees	1	PT temp
	Workstations	3	(2) hotel stations for project work visitors
5-10 Year Staff Total (Estimate)	Full Time	20	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

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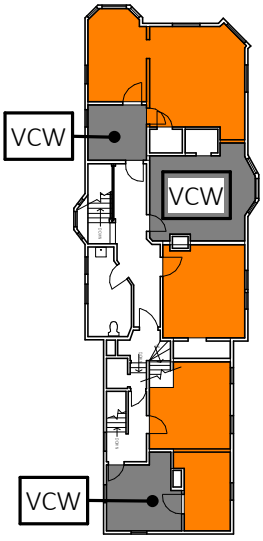
north



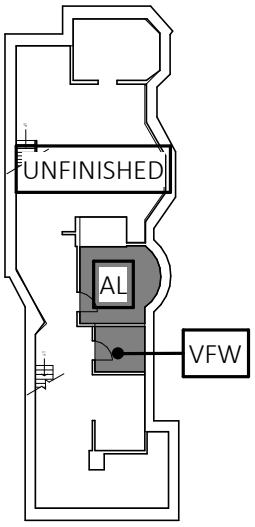
LEVEL 3



LEVEL 1



LEVEL 2



BASEMENT

USER GROUP

- AMERICAN LEGION, AUXILLARY
- AMERICAN LEGION, DEPT. OF VT
- VERMONT COMMISSION ON WOMEN
- VFW
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AL AUX	AMERICAN LEGION, AUXILLARY	LEVEL 1	285 SF
			285 SF
AL	AMERICAN LEGION, DEPT. OF VT	LEVEL 1	265 SF
			265 SF
	SHARED SUPPORT	LEVEL 1	170 SF
			170 SF
	SUPPORT	BASEMENT	195 SF
	SUPPORT	LEVEL 1	135 SF
VCW	SUPPORT	LEVEL 2	410 SF
	SUPPORT	LEVEL 3	1490 SF
			2230 SF
VCW	VERMONT COMMISSION ON WOMEN	LEVEL 2	810 SF
			810 SF
VFW	VFW	LEVEL 1	255 SF
			255 SF

MONTPELIER - STATE 126

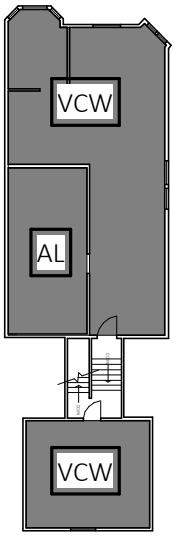
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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

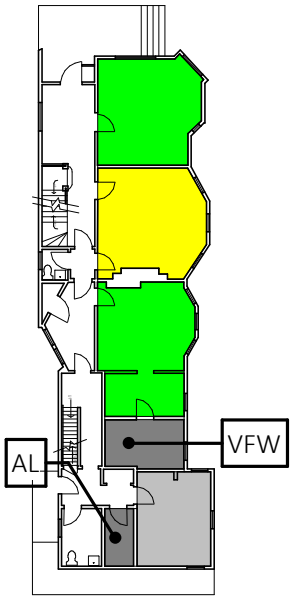
BLACK RIVER DESIGN ARCHITECTS

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north



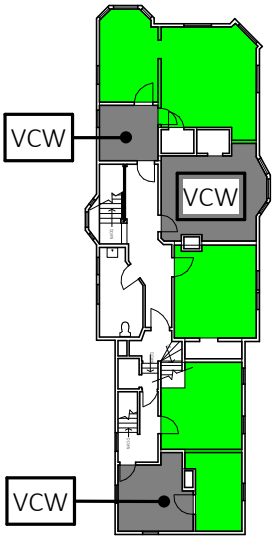
LEVEL 3



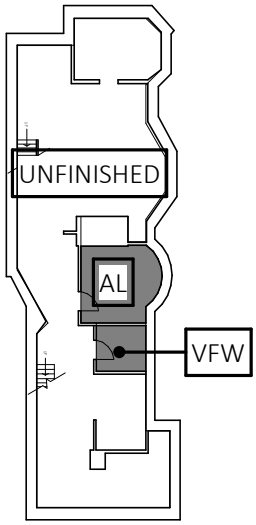
LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 2



BASEMENT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AL AUX	AMERICAN LEGION, AUXILLARY	LEVEL 1	143
AL	AMERICAN LEGION, DEPT. OF VT	LEVEL 1	88
	SHARED SUPPORT	LEVEL 1	n/a
	SUPPORT	BASEMENT	n/a
	SUPPORT	LEVEL 1	n/a
VCW	SUPPORT	LEVEL 2	n/a
	SUPPORT	LEVEL 3	n/a
VCW	VERMONT COMMISSION ON WOMEN	LEVEL 2	162
VFW	VFW	LEVEL 1	128

MONTPELIER - STATE 126

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	9-Jan-15		
Cell Name	State-126-2A		
	Building Address	Montpelier- 126 State Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Vermont Commission on Women	
	User Group	Vermont Commission on Women	
Filled Out by the Respondent (Do not write above this line)			
Name	Cary Brown		
Telephone	828-2840		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	2	interns, fluctuates between 1 & 3
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	Work (10), Break (10), Storage (10)

Comments:

Conference shared with advisory board
Location near State House important, visit State House daily, visit Pavilion monthly
Data issues in building

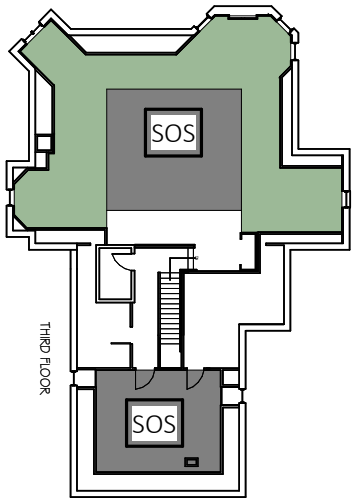
Filled out by Black River Design, Architects			
Date of Interview	9-Jan-15		
Cell Name	State-126-1A		
	Building Address	Montpelier- 126 State Steet	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	American Legion- Dept of VT	
	User Group	American Legion- Dept of VT	
Filled Out by the Respondent (Do not write above this line)			
Name	Susan Lyons		
Telephone	223-7131		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	Work (8), Break (8), Storage (7) Storage in basement to be moved to attic
Comments: Conference/Break shared by building			

Filled out by Black River Design, Architects			
Date of Interview	9-Jan-15		
Cell Name	State-126-1B		
	Building Address	Montpelier- 126 State Steet	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	American Legion, Auxiliary	
	User Group	American Legion, Auxiliary	
Filled Out by the Respondent (Do not write above this line)			
Name	Deborah LePage		
Telephone	223-3141		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	1	other
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	1	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	Work (9), Break (9), Storage (7)
Comments: Conference/Break shared by building Very nice office			

Filled out by Black River Design, Architects			
Date of Interview	9-Jan-15		
Cell Name	State-126-1C		
	Building Address	Montpelier- 126 State Steet	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	VFW	
	User Group	VFW	
Filled Out by the Respondent (Do not write above this line)			
Name	John Boardman		
Telephone	223 5368		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	Work (9), Break (0), Storage (9)
Comments: Conference/Break shared by building (unknown) Location near VA good			

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north

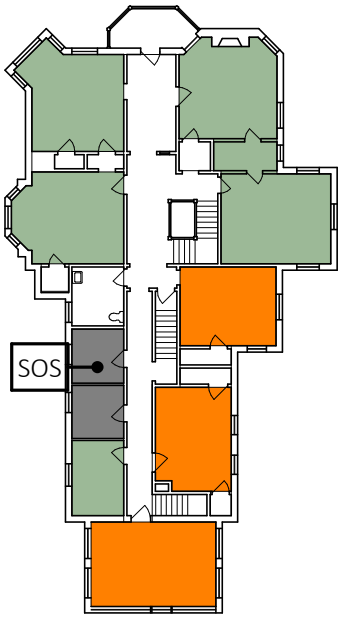


LEVEL 3

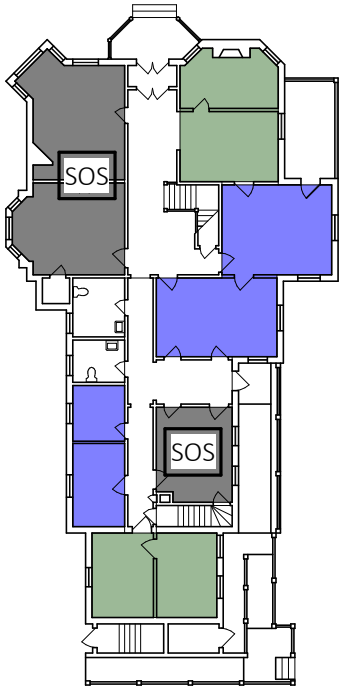
USER GROUP

- ADMINISTRATION
- CORPORATIONS
- ELECTIONS
- SUPPORT

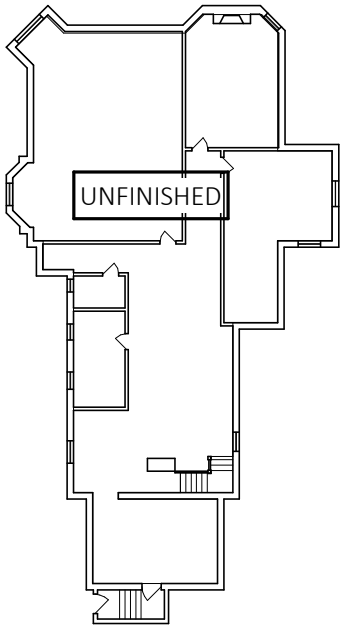
AGENCY/DEPT	USER GROUP	LEVEL	AREA
	ADMINISTRATION	Level 1	555 SF
SOS	ADMINISTRATION	Level 2	1075 SF
SOS	ADMINISTRATION	Level 3	780 SF
			2410 SF
SOS	CORPORATIONS	Level 1	655 SF
			655 SF
SOS	ELECTIONS	Level 2	630 SF
			630 SF
SOS	SUPPORT	Level 1	665 SF
SOS	SUPPORT	Level 2	135 SF
SOS	SUPPORT	Level 3	705 SF
			1510 SF



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - STATE 128

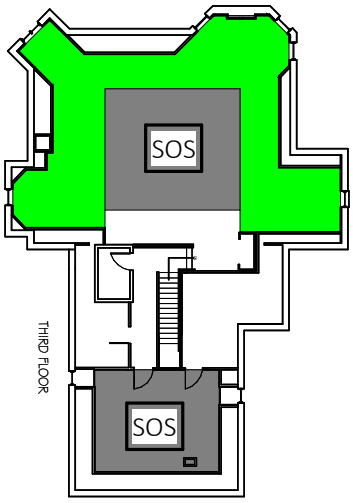
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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north

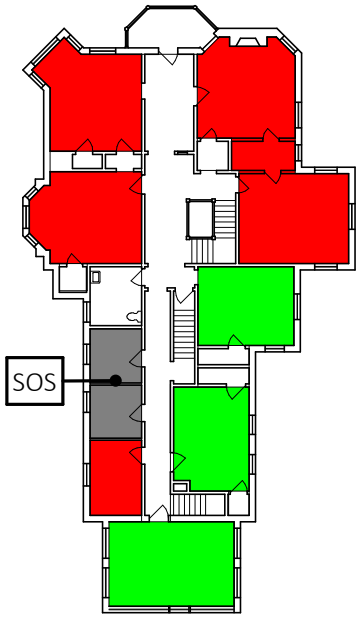


LEVEL 3

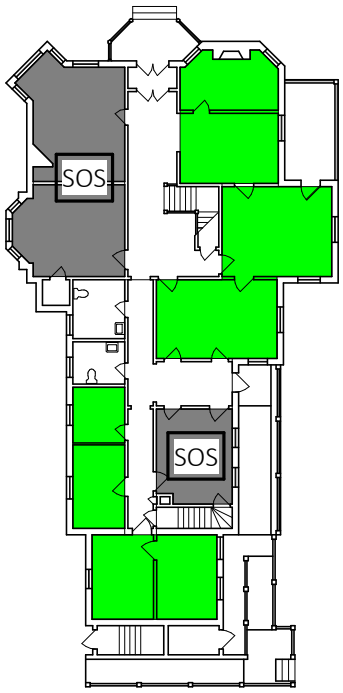
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

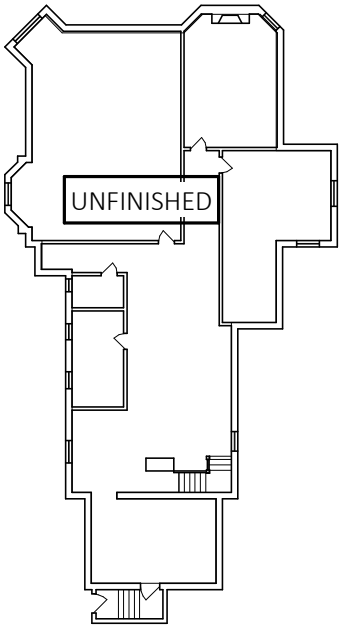
AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
	ADMINISTRATION	Level 1	139
SOS	ADMINISTRATION	Level 2	215
SOS	ADMINISTRATION	Level 3	156
SOS	CORPORATIONS	Level 1	94
SOS	ELECTIONS	Level 2	126
SOS	SUPPORT	Level 1	n/a
SOS	SUPPORT	Level 2	n/a
SOS	SUPPORT	Level 3	n/a



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - STATE 128

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	30-Jan-15		
Cell Name	State-128-1A, State-128-2A, State-128-3A		
	Building Address	Montpelier- 128 State Street	
	Floor Level	1, 2, 3	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(SOS) Office of the Secretary of State	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		Total #	Comments
Full Time	Employees	12	(4) - 1st Flr (5) - 2nd Flr (3) - 3rd Flr
	Workstations	12	(4) - 1st Flr (5) - 2nd Flr (3) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	2	(2) hotel - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	

Comments:

Need better IT Security (separate project)
There may be egress issues limiting number of occupants on 3rd floor
They like the building, but are max'd out at current staff level and do not have adequate public space, do not want to move to NL

Filled out by Black River Design, Architects			
Date of Interview	30-Jan-15		
Cell Name	State-128-1B		
	Building Address	Montpelier- 128 State Street	
	Floor Level	1	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(SOS) Office of the Secretary of State	
	User Group	Corporations	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		Total #	Comments
Full Time	Employees	5	
	Workstations	6	
Other - Part time/ Hotel	Employees	1	temp
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	

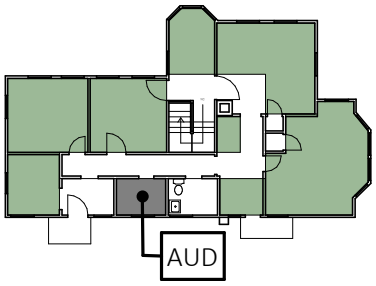
Comments:

Customer service area not ideal being open to other group areas
Space needs could change if expected actions by legislature occur

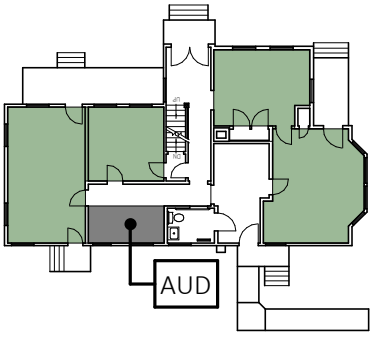
Filled out by Black River Design, Architects			
Date of Interview	30-Jan-15		
Cell Name	State-128-2B		
	Building Address	Montpelier- 128 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(SOS) Office of the Secretary of State	
	User Group	Elections	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	7	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: Staff needs could increase depending on additional federal and state mandates overseeing elections, Campaign Finance, and Lobbyists oversight			

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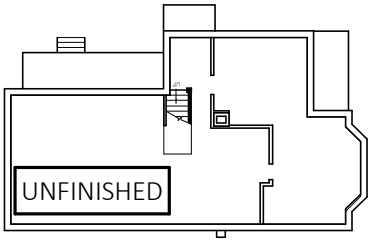
north



LEVEL 2



LEVEL 1



BASEMENT

USER GROUP

STATE AUDITOR

SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AUD	STATE AUDITOR	Level 1	820 SF
AUD	STATE AUDITOR	Level 2	900 SF
			1720 SF
AUD	SUPPORT	Level 1	70 SF
AUD	SUPPORT	Level 2	45 SF
			115 SF

STATE 132R - NOT SHOWN
496 SF MAINTENANCE GARAGE
LOCATED TO THE SOUTH OF STATE 132

MONTPELIER - STATE 132

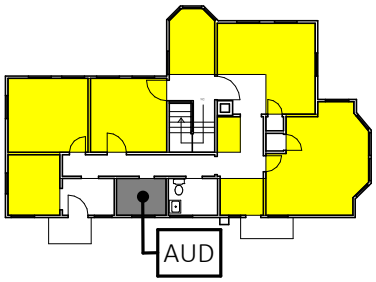
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

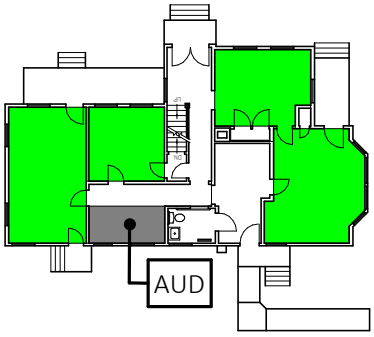
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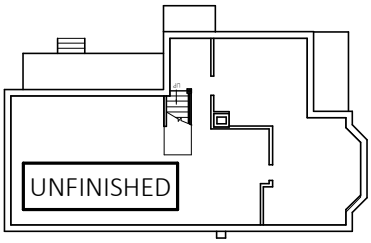
north



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AUD	STATE AUDITOR	Level 1	164
AUD	STATE AUDITOR	Level 2	90
AUD	SUPPORT	Level 1	n/a
AUD	SUPPORT	Level 2	n/a

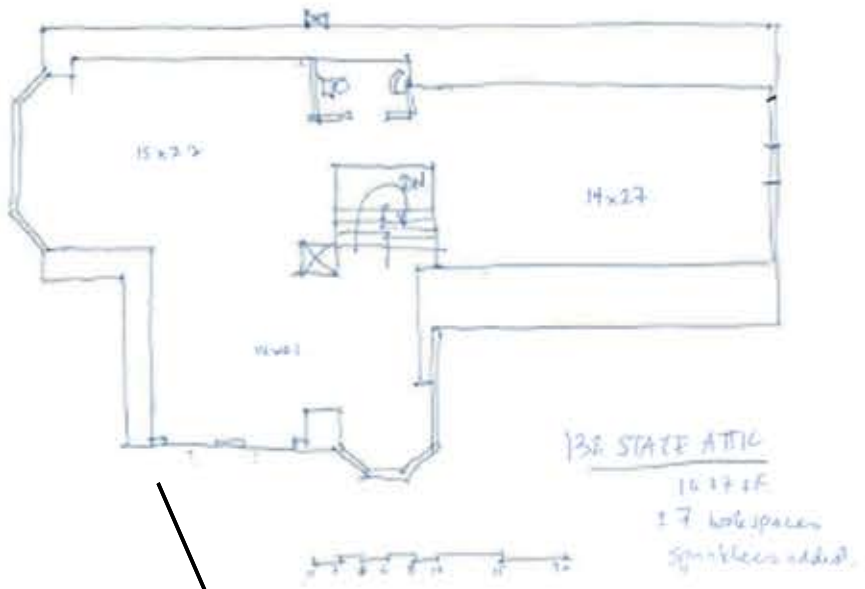
STATE 132R - NOT SHOWN
AGENCY/DEPT- BGS, USER GROUP- MAINTENANCE, SF/WKSTN- 0
LOCATED TO THE SOUTH OF STATE 132

MONTPELIER - STATE 132
07/31/15 scale: 1" = 30'-0"
Inventory of and Long-Term Space Utilization for the
State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

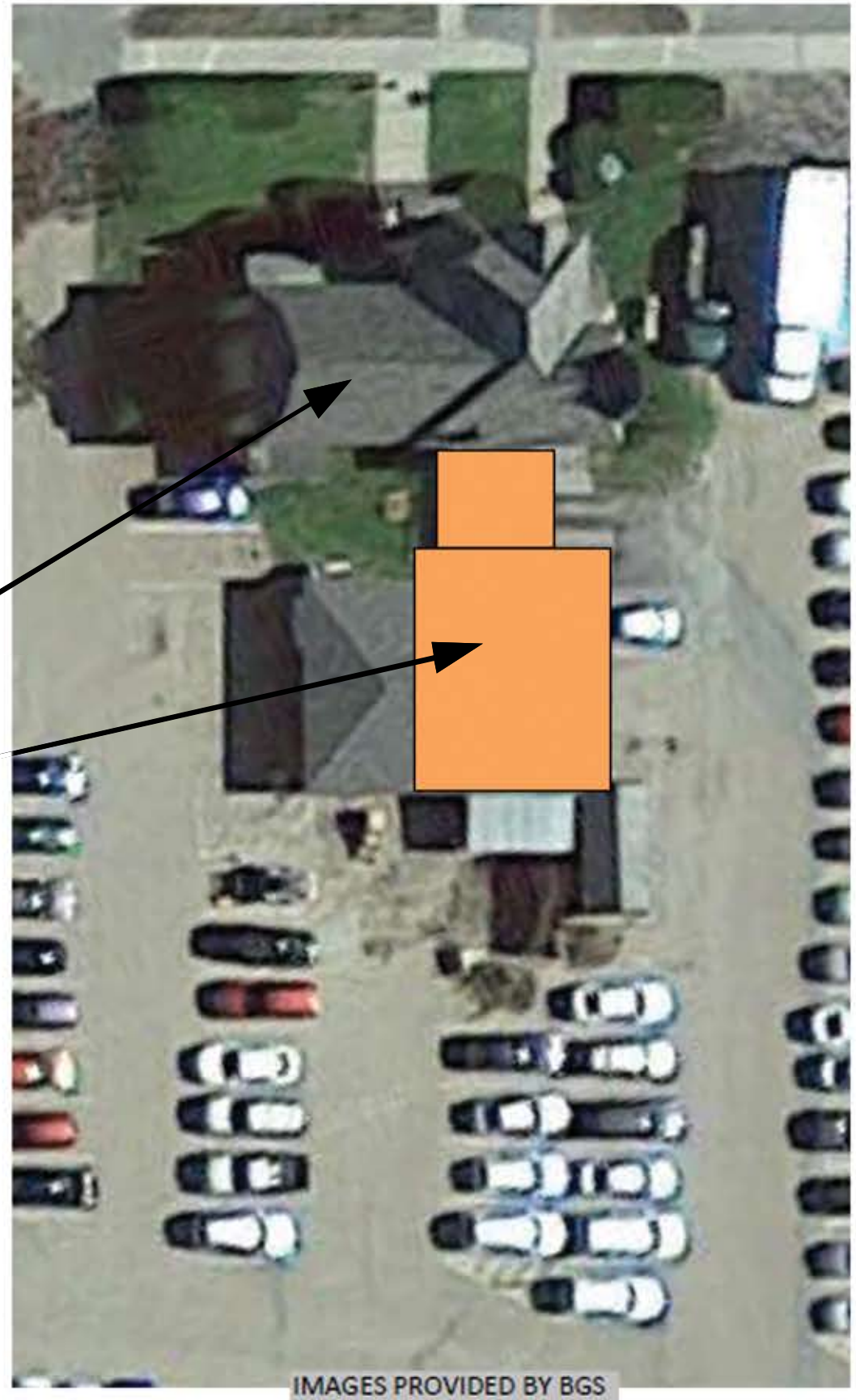
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Option 1: unfinished attic space to be finished
- lacks elevator
- one existing window,difficult to alter extirior because of historic status

Option 2: maintenance garage at rear to be replaced with office space on top of it.



132 State summary	cars	Adj. GBA
existing	32	3,035 sf
attic add.	32	4,112 sf
addition	32	4,035 sf



IMAGES PROVIDED BY BGS

Filled out by Black River Design, Architects			
Date of Interview	29-Jan-15		
Cell Name	State-132-1A, State-132-2A		
	Building Address	Montpelier - 132 State Street	
	Floor Level	1, 2	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AUD) Office of the State Auditor	
	User Group	State Auditor	
Filled Out by the Respondent (Do not write above this line)			
Name	Doug Hoffer		
Telephone	828-2281		
		#	Comments
Full Time	Employees	14	(5) - 1st Flr (9) - 2nd Flr
	Workstations	14	(5) - 1st Flr (9) - 2nd Flr
Other - Part time/ Hotel	Employees	1	(1) other
	Workstations	1	(1) in hall - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	14	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments:			

No Conference room (now an office), (1) Office in hallway and (1) in adjacent building (State 134)
Natural light is geat, Office location is great, Only hatch access to attic space
Would like addition off the rear of building to increase space at current location

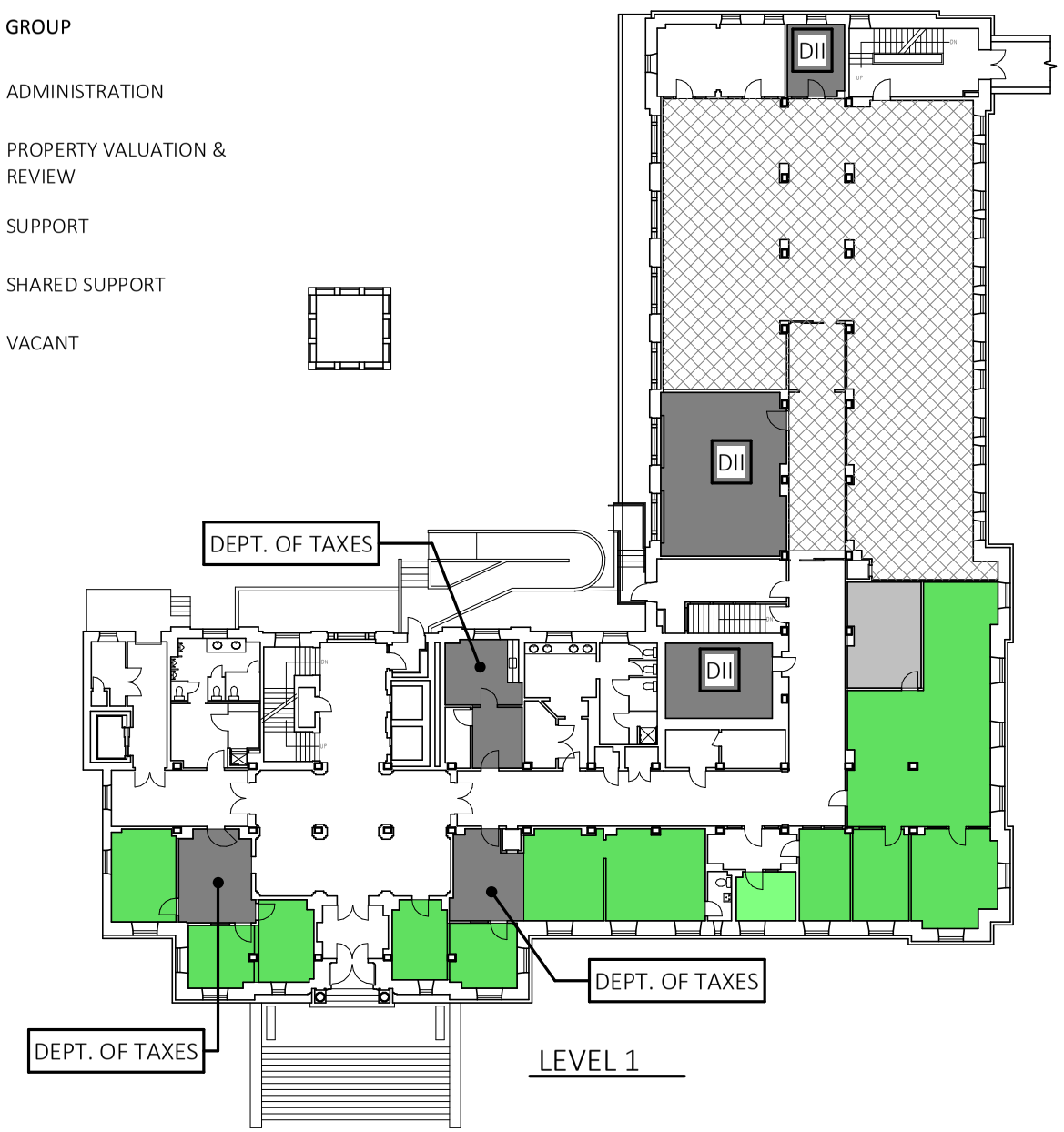
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north

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT. OF TAXES	ADMINISTRATION	LEVEL 1	85 SF
			85 SF
DEPT. OF TAXES	PROPERTY VALUATION & REVIEW	LEVEL 1	2500 SF
			2500 SF
	SHARED SUPPORT	LEVEL 1	225 SF
			225 SF
	SUPPORT	LEVEL 1	1540 SF
			1540 SF
	VACANT	LEVEL 1	3580 SF
			3580 SF

USER GROUP

- ADMINISTRATION
- PROPERTY VALUATION & REVIEW
- SUPPORT
- SHARED SUPPORT
- VACANT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DII	DESKTOP SUPPORT	LEVEL 0	1535 SF
			1535 SF
DEPT. OF TAXES	FINANCIAL SERVICES	LEVEL 0	760 SF
			760 SF
	SHARED SUPPORT	LEVEL 0	2970 SF
			2970 SF
	SUPPORT	LEVEL 0	1570 SF
			1570 SF

USER GROUP

- DESKTOP SUPPORT
- FINANCIAL SERVICES
- SUPPORT
- SHARED SUPPORT



BASEMENT

MONTPELIER - STATE 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

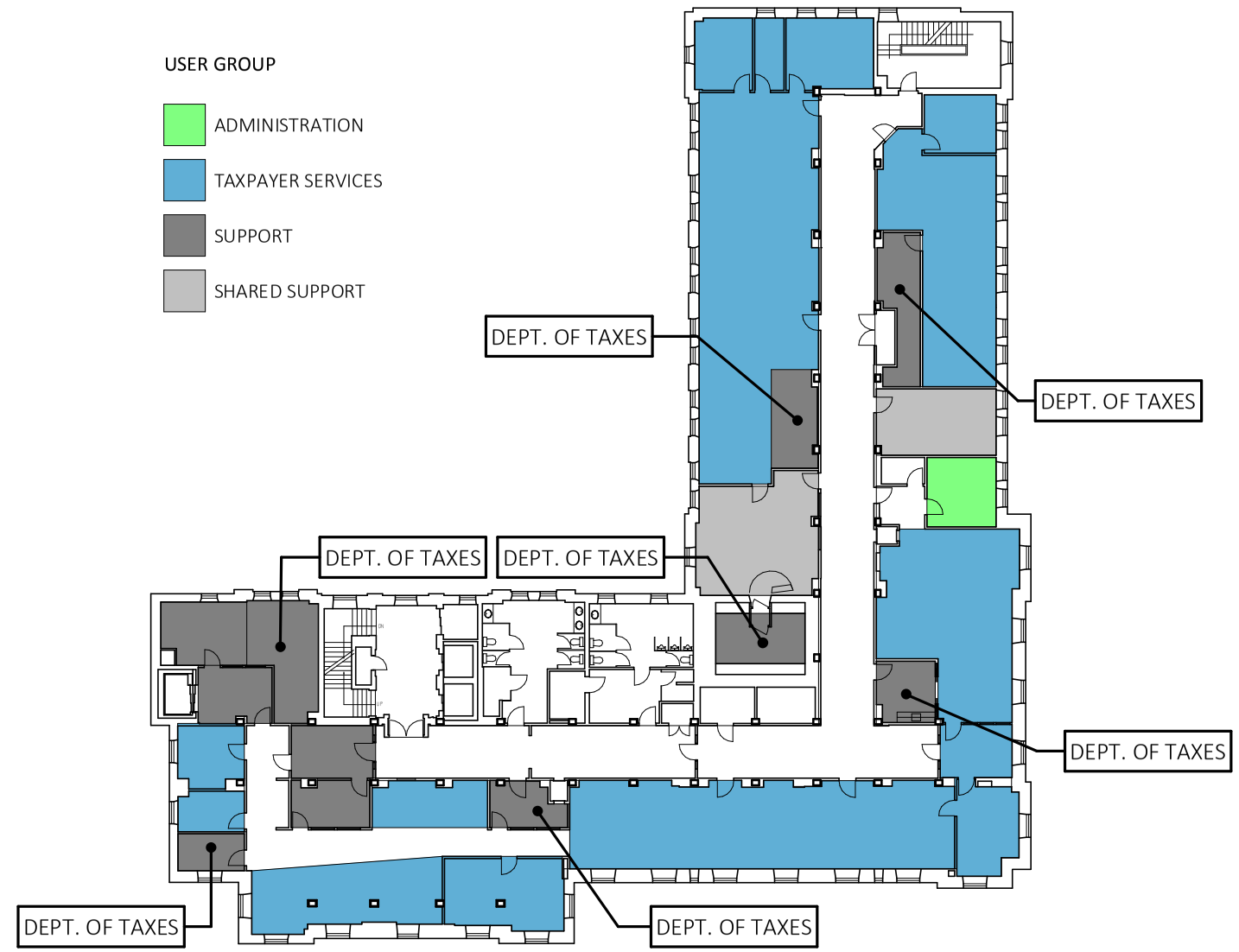
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT. OF TAXES	(IT) INFORMATION TECHNOLOGY	LEVEL 3	1645 SF
			1645 SF
DEPT. OF TAXES	FAST PROJECTS	LEVEL 3	2820 SF
			2820 SF
DEPT. OF TAXES	FINANCIAL SERVICES	LEVEL 3	3100 SF
			3100 SF
AGO	GCAL- TAXES	LEVEL 3	145 SF
			145 SF
DEPT. OF TAXES	POLA	LEVEL 3	200 SF
			200 SF
DEPT. OF TAXES	SUPPORT	LEVEL 3	775 SF
			775 SF



LEVEL 3

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT. OF TAXES	ADMINISTRATION	LEVEL 2	155 SF
			155 SF
	SHARED SUPPORT	LEVEL 2	705 SF
			705 SF
DEPT. OF TAXES	SUPPORT	LEVEL 2	1570 SF
			1570 SF
DEPT. OF TAXES	TAXPAYER SERVICES	LEVEL 2	5765 SF
			5765 SF



LEVEL 2

north

MONTPELIER - STATE 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DII	CIO	LEVEL 5	1170 SF
			1170 SF
DII	CONTRACTING	LEVEL 5	545 SF
			545 SF
DII	DESKTOP SUPPORT	LEVEL 5	160 SF
			160 SF
DII	ENTERPRISE ARCHITECTS	LEVEL 5	940 SF
			940 SF
DII	ENTERPRISE MANAGEMENT	LEVEL 5	670 SF
			670 SF
DII	ENTERPRISE SUPPORT	LEVEL 5	770 SF
			770 SF
DII	IT SECURITY	LEVEL 5	450 SF
			450 SF
DII	NETWORK	LEVEL 5	1015 SF
			1015 SF
DII	SERVICE DESK	LEVEL 5	550 SF
			550 SF
	SHARED SUPPORT	LEVEL 5	280 SF
			280 SF
DII	SUPPORT	LEVEL 5	1225 SF
			1225 SF
DII	WEB DIRECTOR	LEVEL 5	110 SF
			110 SF

USER GROUP

- CIO
- CONTRACTING
- DESKTOP SUPPORT
- ENTERPRISE ARCHITECTS
- ENTERPRISE MANAGEMENT
- ENTERPRISE SUPPORT
- IT SECURITY
- NETWORK
- SERVICE DESK
- WEB DIRECTOR
- SUPPORT
- SHARED SUPPORT



LEVEL 5

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT. OF TAXES	ADMINISTRATION	LEVEL 4	1345 SF
			1345 SF
DEPT. OF TAXES	COMPLIANCE	LEVEL 4	3880 SF
			3880 SF
AGO	GCAL- TAXES	LEVEL 4	1165 SF
			1165 SF
DEPT. OF TAXES	POLA	LEVEL 4	605 SF
			605 SF
	SHARED SUPPORT	LEVEL 4	805 SF
			805 SF
	SUPPORT	LEVEL 4	370 SF
			370 SF

USER GROUP

- ADMINISTRATION
- COMPLIANCE
- GCAL- TAXES
- POLA
- SUPPORT
- SHARED SUPPORT



LEVEL 4

MONTPELIER - STATE 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT. OF TAXES	(IT) INFORMATION TECHNOLOGY	LEVEL 3	110
DEPT. OF TAXES	FAST PROJECTS	LEVEL 3	85
DEPT. OF TAXES	FINANCIAL SERVICES	LEVEL 3	135
AGO	GCAL- TAXES	LEVEL 3	145
DEPT. OF TAXES	POLA	LEVEL 3	67
DEPT. OF TAXES	SUPPORT	LEVEL 3	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT



LEVEL 3

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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT. OF TAXES	ADMINISTRATION	LEVEL 2	155
	SHARED SUPPORT	LEVEL 2	n/a
DEPT. OF TAXES	SUPPORT	LEVEL 2	n/a
DEPT. OF TAXES	TAXPAYER SERVICES	LEVEL 2	123

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT



LEVEL 2

MONTPELIER - STATE 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

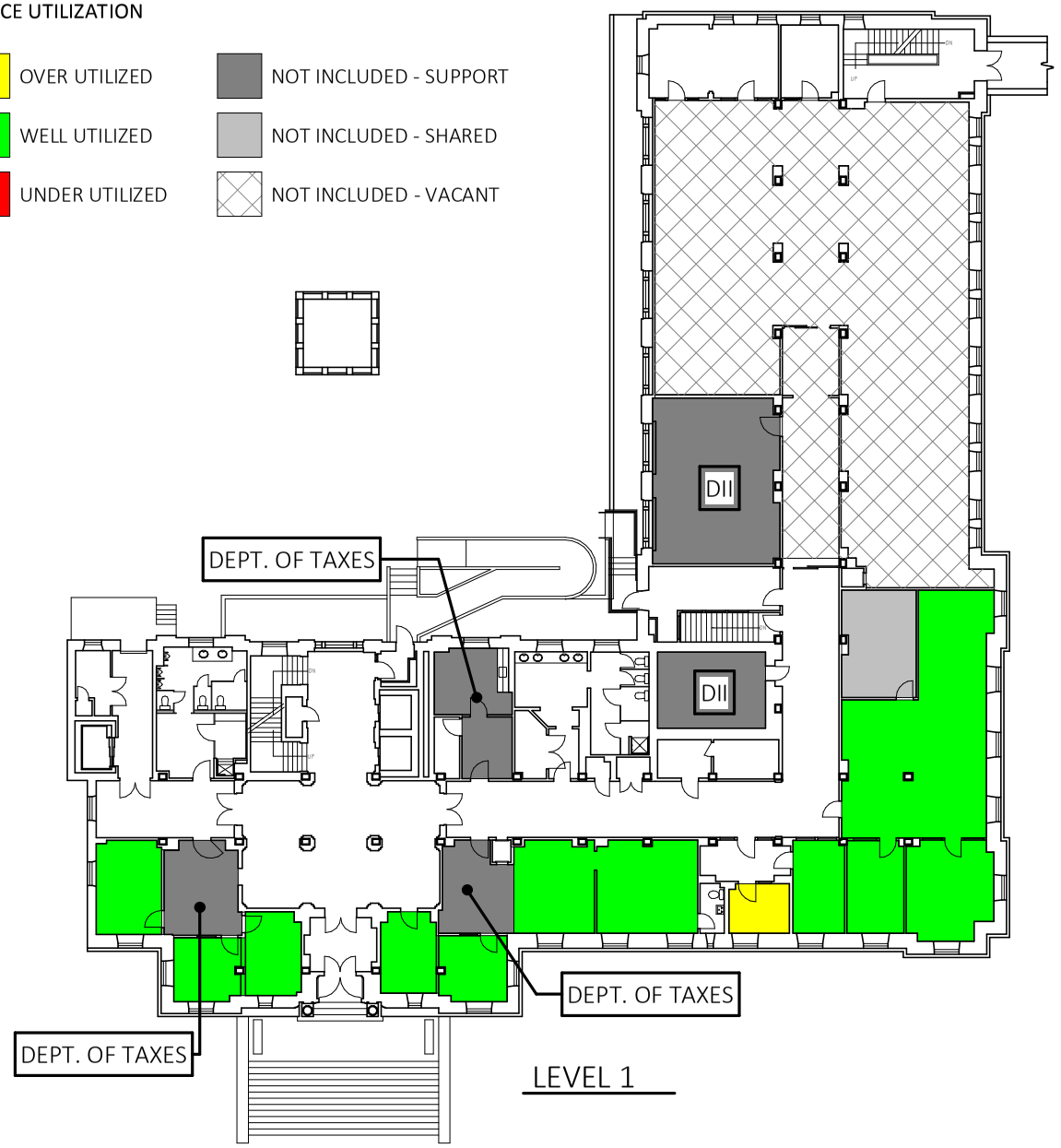
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north

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT. OF TAXES	ADMINISTRATION	LEVEL 1	85
DEPT. OF TAXES	PROPERTY VALUATION & REVIEW	LEVEL 1	139
	SHARED SUPPORT	LEVEL 1	n/a
	SUPPORT	LEVEL 1	n/a
	VACANT	LEVEL 1	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DII	DESKTOP SUPPORT	LEVEL 0	110
DEPT. OF TAXES	FINANCIAL SERVICES	LEVEL 0	84
	SHARED SUPPORT	LEVEL 0	n/a
	SUPPORT	LEVEL 0	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED
- NOT INCLUDED - VACANT



BASEMENT

MONTPELIER - STATE 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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north

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DII	CIO	LEVEL 5	234
DII	CONTRACTING	LEVEL 5	109
DII	DESKTOP SUPPORT	LEVEL 5	160
DII	ENTERPRISE ARCHITECTS	LEVEL 5	72
DII	ENTERPRISE MANAGEMENT	LEVEL 5	96
DII	ENTERPRISE SUPPORT	LEVEL 5	70
DII	IT SECURITY	LEVEL 5	113
DII	NETWORK	LEVEL 5	102
DII	SERVICE DESK	LEVEL 5	92
	SHARED SUPPORT	LEVEL 5	n/a
DII	SUPPORT	LEVEL 5	n/a
DII	WEB DIRECTOR	LEVEL 5	110



LEVEL 5 Utilization

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT. OF TAXES	ADMINISTRATION	LEVEL 4	168
DEPT. OF TAXES	COMPLIANCE	LEVEL 4	97
AGO	GCAL- TAXES	LEVEL 4	166
DEPT. OF TAXES	POLA	LEVEL 4	76
	SHARED SUPPORT	LEVEL 4	n/a
	SUPPORT	LEVEL 4	n/a



LEVEL 4

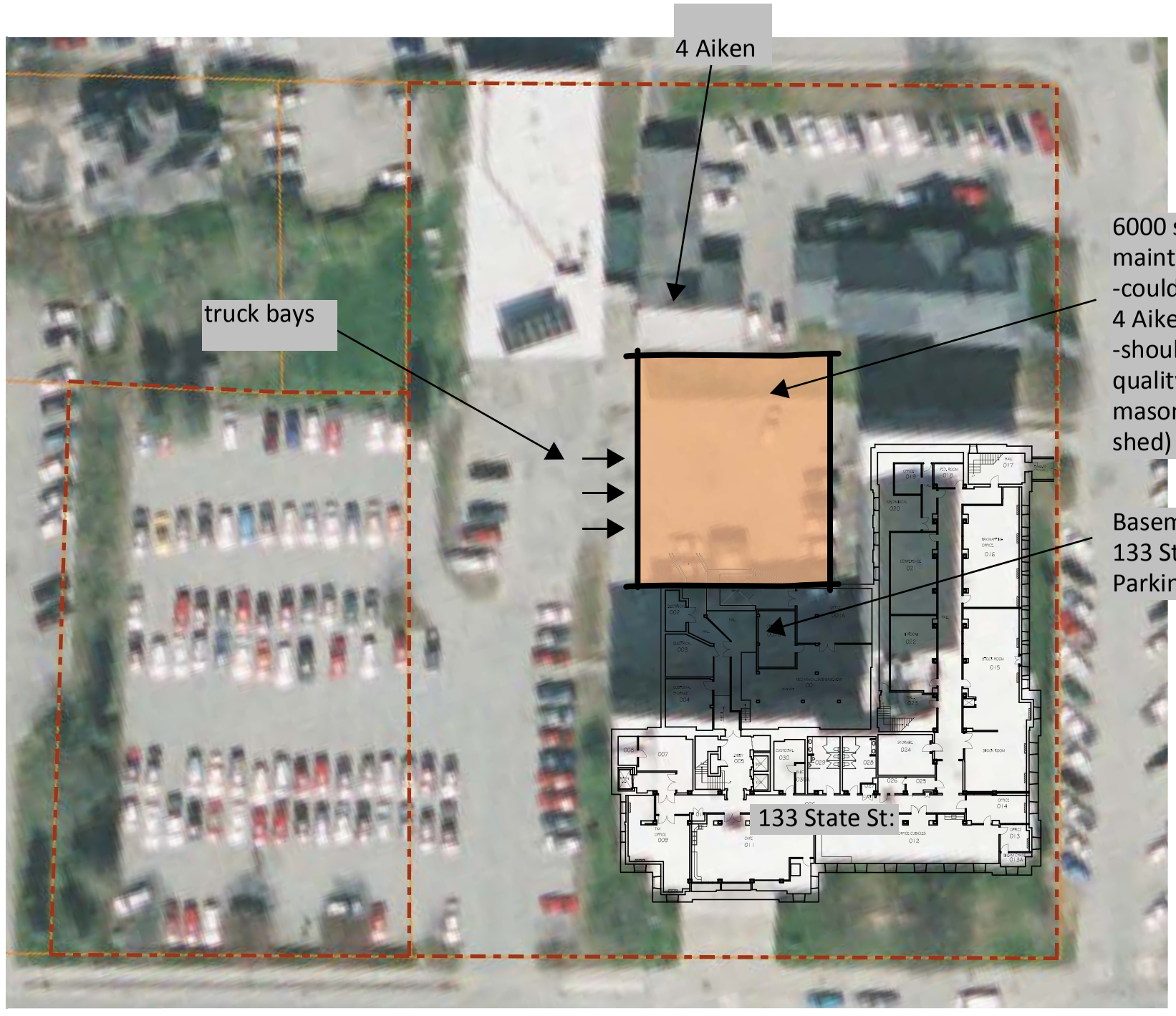
MONTPELIER - STATE ST. 133

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north



Filled out by Black River Design, Architects			
Date of Interview	28-Jan-15		
Cell Name	State-133-3B, State-133-4A		
	Building Address	Montpelier- 133 State Street	
	Floor Level	3, 4	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AGO) Office of the Attorney General	
	User Group	GCAL - Taxes	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne R. Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	8	(1) - 3rd Flr (7) - 4th Flr
	Workstations	8	(1) - 3rd Flr (7) - 4th Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-0B, State-133-5D		
	Building Address	Montpelier- 133 State Street	
	Floor Level	Basement, 5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Desktop Support	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	13	(12) - Basement (1) - 5th Flr
	Workstations	15	(14) - Basement (1) - 5th Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	17	(17) - 5th Flr
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	1 10	Basement 5th Flr

Comments:

Basement space is not good for employees, Ideal to have all DII groups located together
Could renovate vacant data center on 1st Flr, may require HVAC upgrades, currently has raised floor system

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5A		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Enterprise Architects	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	18	
	Workstations	13	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	18	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5C		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Service Desk	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5F		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Contracting	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5B		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Enterprise Support	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	10	
	Workstations	10	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5G		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Enterprise Management	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5J		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Network	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	10	
	Workstations	10	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	10	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5H		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	IT Security	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	8	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5I		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	Web Director	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	1	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	27-Jan-15		
Cell Name	State-133-5E		
	Building Address	Montpelier- 133 State Street	
	Floor Level	5	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DII) Department of Information and Innovation	
	User Group	CIO	
Filled Out by the Respondent (Do not write above this line)			
Name	Darwin Thompson		
Telephone	828-1142		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-0A, State-133-3A		
	Building Address	Montpelier- 133 State Street	
	Floor Level	Basement, 3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	Financial Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	16	(1) - Basement (15) - 3rd Flr
	Workstations	17	(2) - Basement (15) - 3rd Flr
Other - Part time/ Hotel	Employees	15	(7) temps - basement (8) temps - 3rd Flr
	Workstations	15	(7) - basement (8) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	17	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees
Comments: Positives- proximity to State House, proximity among functional divisions Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized			

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-1B, State-133-2A, State-133-4C		
	Building Address	Montpelier- 133 State Street	
	Floor Level	1, 2, 4	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	9	(1) - 1st Flr (1) HR - 2nd Flr (7) - 4th Flr
	Workstations	9	(1) - 1st Flr (1) HR - 2nd Flr (7) - 4th Flr
Other - Part time/ Hotel	Employees	1	(1) PT - 4th Flr
	Workstations	1	(1) - 4th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees
Comments: Positives- proximity to State House, proximity among functional divisions Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized			

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-1A		
	Building Address	Montpelier- 133 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	Property Valuation & Review	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	12	
	Workstations	12	
Other - Part time/ Hotel	Employees	10	(3) temps, (7) field
	Workstations	6	(2) temps share desk, (2) hotel shared by field staff
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-2B		
	Building Address	Montpelier- 133 State Street	
	Floor Level	2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	Taxpayer Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	35	
	Workstations	38	
Other - Part time/ Hotel	Employees	9	temps
	Workstations	9	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-3E		
	Building Address	Montpelier- 133 State Street	
	Floor Level	3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	(IT) Information Technology	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	15	
	Workstations	15	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	17	(+2) from FAST
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-3C, State-133-4B		
	Building Address	Montpelier- 133 State Street	
	Floor Level	3, 4	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	POLA	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	9	(3) - 3rd Flr (6) - 4th Flr
	Workstations	9	(3) - 3rd Flr (6) - 4th Flr
Other - Part time/ Hotel	Employees	2	(2) temps - 4th Flr
	Workstations	2	(2) - 4th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-4D		
	Building Address	Montpelier- 133 State Street	
	Floor Level	4	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	Compliance	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	36	
	Workstations	36	
Other - Part time/ Hotel	Employees	16	(16) field
	Workstations	4	(4) desks shared by field staff
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

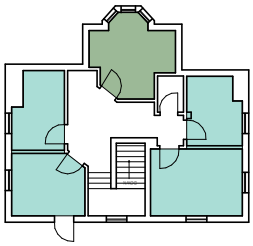
Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	State-133-3D		
	Building Address	Montpelier- 133 State Street	
	Floor Level	3	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Taxes	
	User Group	FAST Project	
Filled Out by the Respondent (Do not write above this line)			
Name	Rosemary Hebert		
Telephone	828-2512		
		Total #	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	33	consultants
	Workstations	33	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	DNK	(4) year project
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	Up to 30 seasonal temps for short terms, locating can be a challenge Reconfigured space for ITS to consolidate consultants & state employees

Comments:

Positives- proximity to State House, proximity among functional divisions
Negatives- parking availability, some rooms with no windows, structure & heating do not work with modular configurations, wide corridors that cannot be used for work space, room size/walls/doors limit how space can be utilized

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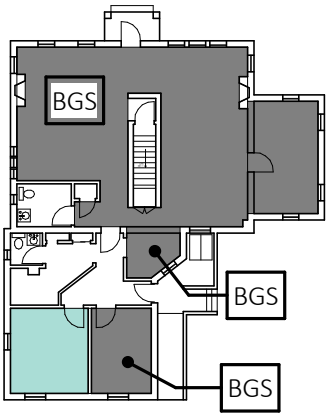
north



Level 2

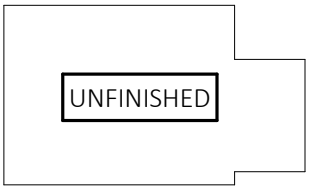
USER GROUP

- BUSINESS SERVICES
- STATE AUDITOR
- SUPPORT



Level 1

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	BUSINESS SERVICES	Level 1	160 SF
BGS	BUSINESS SERVICES	Level 2	445 SF
			610 SF
AUD	STATE AUDITOR	Level 2	135 SF
			135 SF
BGS	SUPPORT	Level 1	1200 SF
			1200 SF



BASEMENT

MONTPELIER - STATE 134

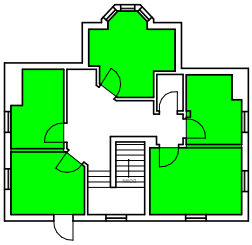
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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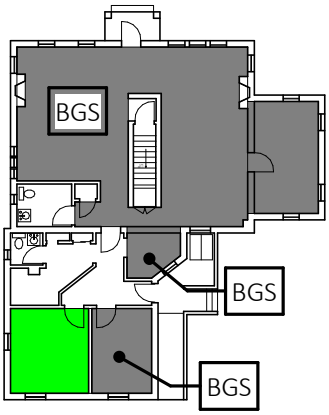
north



LEVEL 2

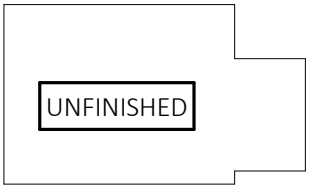
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	BUSINESS SERVICES	Level 1	160
BGS	BUSINESS SERVICES	Level 2	111
AUD	STATE AUDITOR	Level 2	135
BGS	SUPPORT	Level 1	n/a



BASEMENT

MONTPELIER - STATE 134

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	13-Jan-15		
Cell Name	State-134-1A, State-134-2A		
	Building Address	Montpelier- 134 State Street	
	Floor Level	1, 2	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Business Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Deb Ferrell		
Telephone	828-1053		
		#	Comments
Full Time	Employees	5	(1) - 1st Flr (4) - 2nd Flr
	Workstations	5	(1) - 1st Flr (4) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	Work (10), Break (10), Storage (10)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	29-Jan-15		
Cell Name	State-134-2B		
	Building Address	Montpelier - 134 State Street	
	Floor Level	2	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AUD) Office of the State Auditor	
	User Group	State Auditor	
Filled Out by the Respondent (Do not write above this line)			
Name	Doug Hoffer		
Telephone	828-2281		
		#	Comments
Full Time	Employees	1	(1) - 2nd Flr
	Workstations	1	(1) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	1	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: Main office space and staff for auditor is in adjacent building (State 132)			

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north



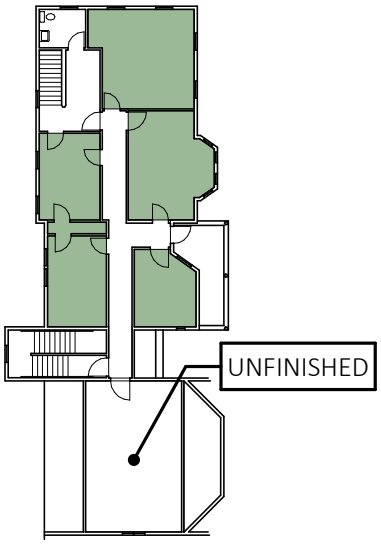
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north

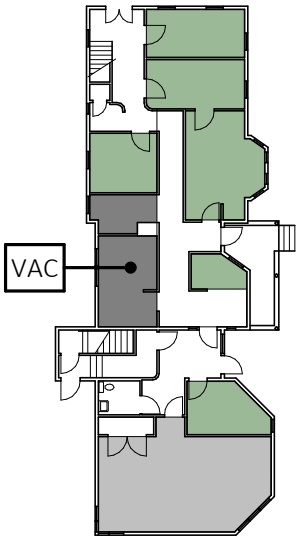
USER GROUP

- (VAC) VERMONT ARTS COUNCIL
- SUPPORT
- SHARED SUPPORT

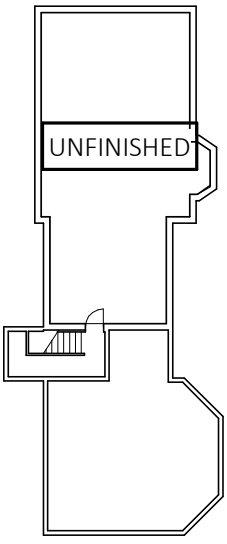
AGENCY/DEPT	USER GROUP	LEVEL	AREA
VAC	(VAC) VERMONT ARTS COUNCIL	Level 1	655 SF
VAC	(VAC) VERMONT ARTS COUNCIL	Level 2	830 SF
			1485 SF
	SHARED SUPPORT	Level 1	400 SF
			400 SF
VAC	SUPPORT	Level 1	190 SF
			190 SF



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - STATE 136

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

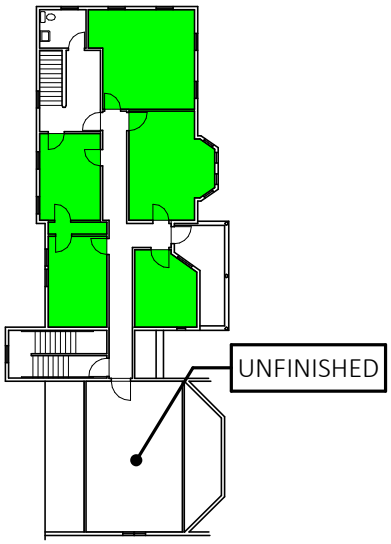
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north

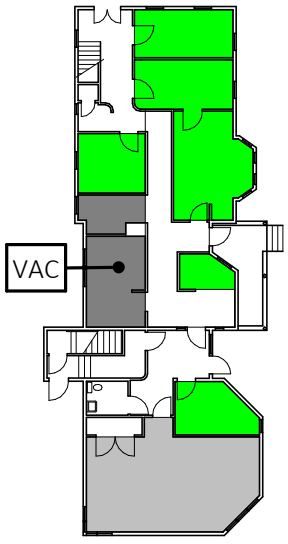
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

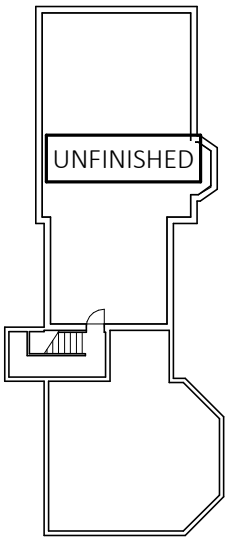
AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
VAC	(VAC) VERMONT ARTS COUNCIL	Level 1	109
VAC	(VAC) VERMONT ARTS COUNCIL	Level 2	138
	SHARED SUPPORT	Level 1	n/a
VAC	SUPPORT	Level 1	n/a



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - STATE 136

07/31/15 scale: 1" = 30'-0"

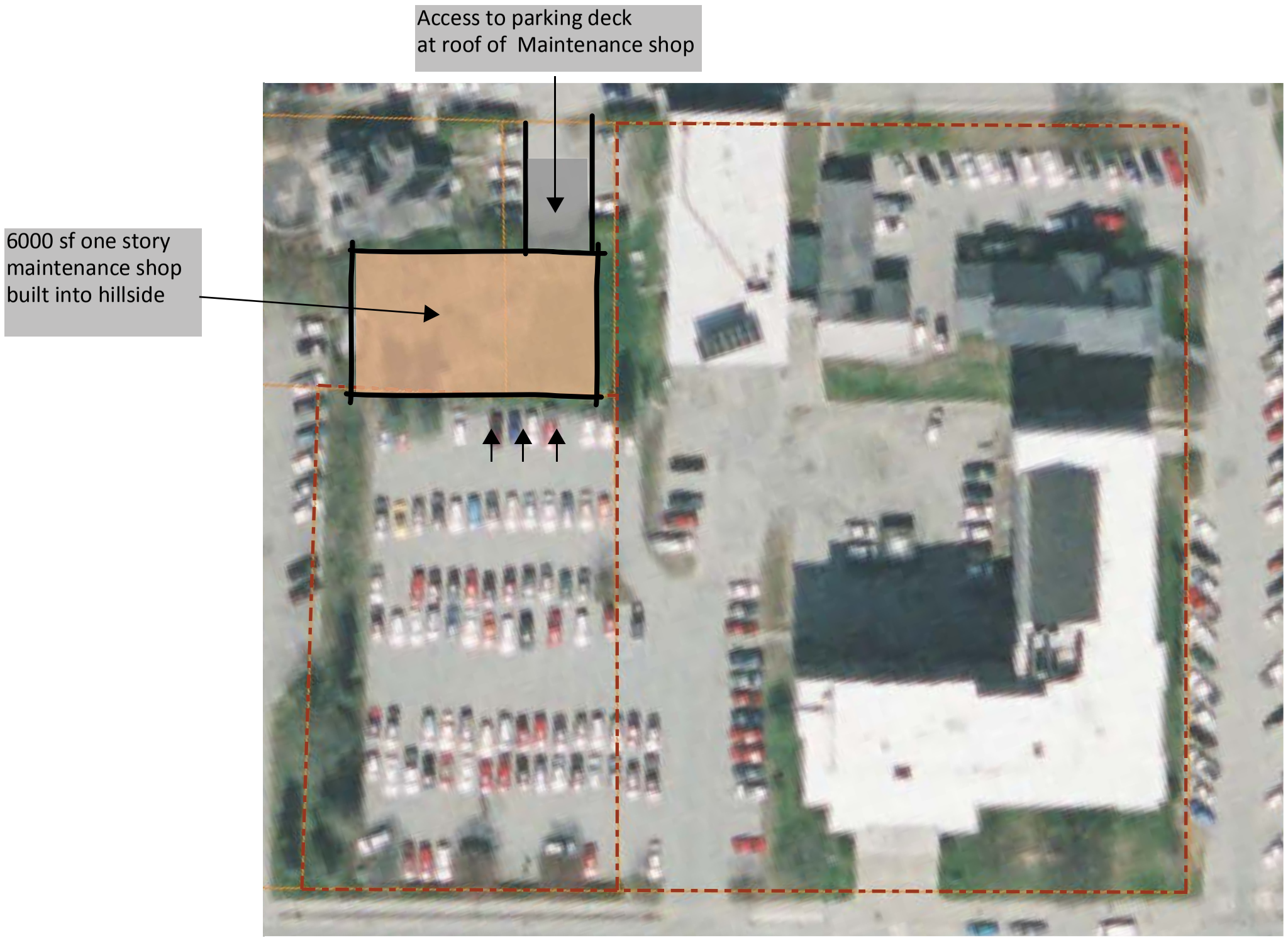
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	29-Jan-15		
Cell Name	State-136-1A, State-136-2A		
	Building Address	Montpelier - 136 State Street	
	Floor Level	1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(VAC) Vermont Arts Council	
	User Group	(VAC) Vermont Arts Council	
Filled Out by the Respondent (Do not write above this line)			
Name	Elaine Dufresne		
Telephone	828-5426		
		#	Comments
Full Time	Employees	11	(6) - 1st Flr (5) - 2nd Flr
	Workstations	11	(6) - 1st Flr (5) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	1	(1) temp/volunteer - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: Conference=Break 2nd Flr storage room is unheated & partially finished			

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north



MONTPELIER: 137 STATE STREET MAINTENANCE SHOP FEASIBILITY

March 4,2015/ scale: 1" = 50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

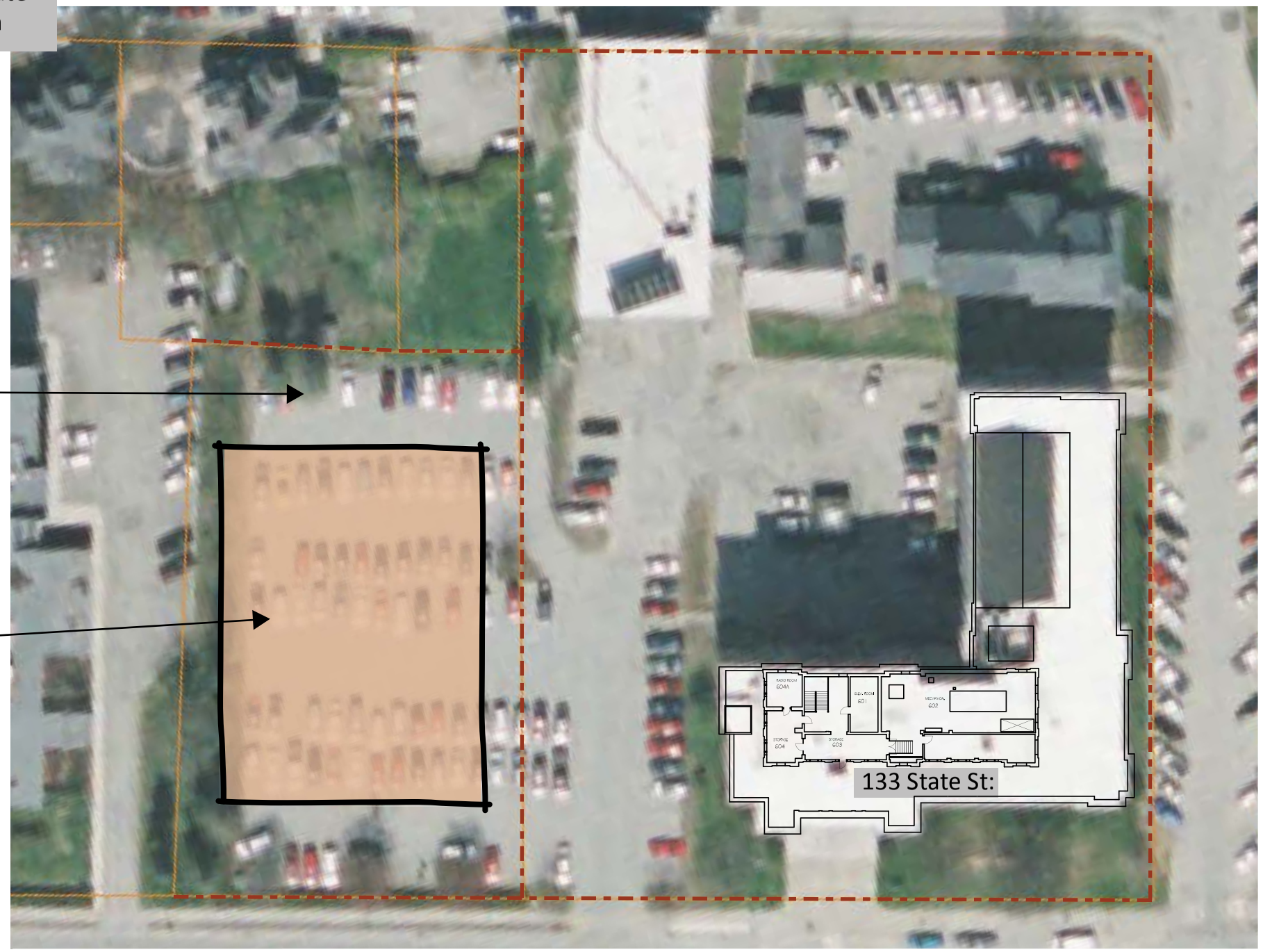
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north

Build out existing lot, locate parking out of downtown

Existing lot: approx. 27,400 sf,
50% lot coverage allowed in CIV
78 existing parking stalls

option: new three (15') story, 60' high, 41,100 sf office building above surface parking



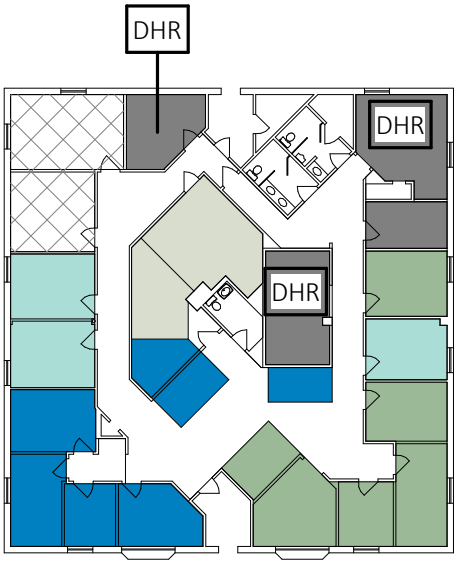
137 State St summary	cars	GBA
existing	78	0
option 1	14	54,800 sf
option 2	78	41,100 sf

MONTPELIER: STATE 137: BUILD OUT POTENTIAL FOR OFFICE WITH SOME PARKING
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north



LEVEL 1

USER GROUP

- BENEFITS
- CLASSIFICATIONS
- WELLNESS
- WORKFORCE ANALYSIS
- SUPPORT
- VACANT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DHR	BENEFITS	Level 1	640 SF
			640 SF
DHR	CLASSIFICATIONS	Level 1	695 SF
			695 SF
DHR	SUPPORT	Level 1	585 SF
			585 SF
	VACANT	Level 1	375 SF
			375 SF
DHR	WELLNESS	Level 1	325 SF
			325 SF
DHR	WORKFORCE ANALYSIS	Level 1	395 SF
			395 SF

NOTE: AS OF JULY 2015, STATE 144 IS VACANT OR BEING USED AS SWING SPACE.
DHR HAS RELOCATED TO STATE 120, 5TH FLOOR

MONTPELIER - STATE 144

07/31/15 scale: 1" = 30'-0"

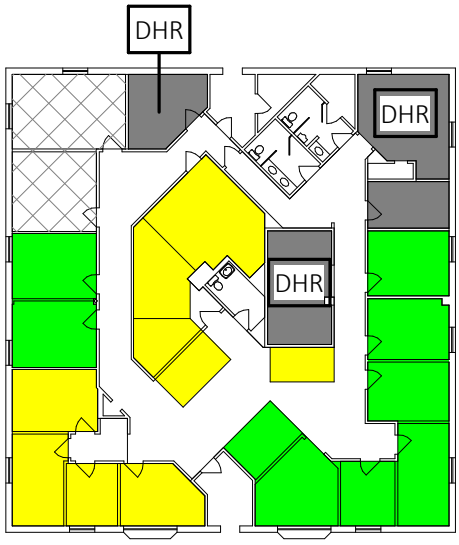
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

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north



LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DHR	BENEFITS	Level 1	91
DHR	CLASSIFICATIONS	Level 1	116
DHR	SUPPORT	Level 1	n/a
	VACANT	Level 1	n/a
DHR	WELLNESS	Level 1	65
DHR	WORKFORCE ANALYSIS	Level 1	99

NOTE: AS OF JULY 2015, STATE 144 IS VACANT OR BEING USED AS SWING SPACE.
DHR HAS RELOCATED TO STATE 120, 5TH FLOOR

MONTPELIER - STATE 144

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

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north

Existing buildings removed from state owned lot and credit union lot, replaced with parking lot along State St
-option assumes purchase of credit union lot



TWO STORIES (ABOVE) APPROX 16,128 SQFT
64 PARKING SPACES @ 1 PER 250 SQFT
94 SPACES SHOWN
(8 IN CITY ROW - NOT TO BE USED IN CALCS)
(EXISTING 71 SPACES)

144 State summary	cars	GBA
existing	59	5,083 sf
demo/new	104	16,128 sf



Bird's eye view: Images provided by BGS

IMAGES PROVIDED BY BGS

MONTPELIER: STATE 144: BUILD OUT POTENTIAL WITH NEIGHBORING LOT JOINED
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

STATE 144					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
SITE	Flood proof	x			
PORCH(ES)					x
FOUNDATION					x
EXTERIOR FINISH	Seal penetrations, minor repointing	x			
OPENINGS	Replace windows	x			
INSULATION	Add insulation in attic	x			
ROOF	O.K.			x	
INTERIOR FINISH	O.K.			x	
HISTORIC					x
STRUCTURAL	Check crack above back door and salt damage at lower wall around back door	x			
MECHANICAL	Replace distribution system from RTU's	x			
ELECTRICAL	O.K.			x	
ACCESSIBILITY	Yes				
FIRE SUPPRESSION	No sprinkler system				

Relative Minimum Cost to Upgrade to BGS Standard= $552,000

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-144-1D		
	Building Address	Montpelier - 144 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Workforce Analysis	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-8341		
		#	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

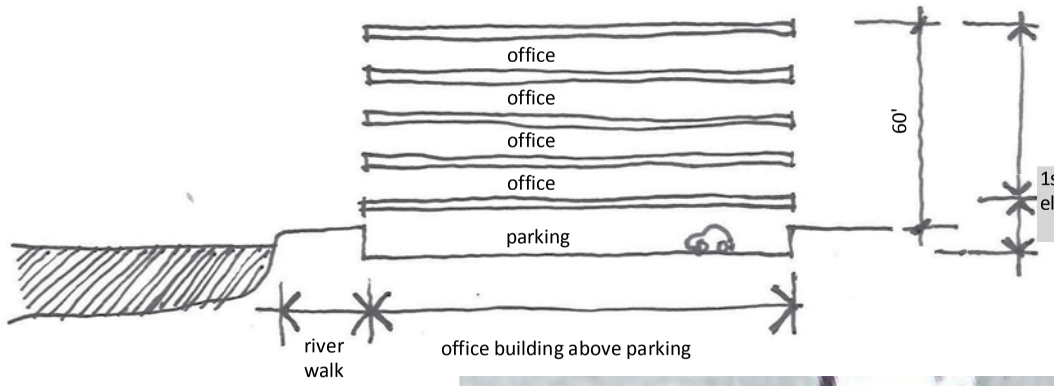
Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-144-1A		
	Building Address	Montpelier - 144 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Benefits	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-8341		
		#	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-144-1B		
	Building Address	Montpelier - 144 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Wellness	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-8341		
		#	Comments
Full Time	Employees	3	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	State-144-1C		
	Building Address	Montpelier - 144 State Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(DHR) Department of Human Resources	
	User Group	Classification	
Filled Out by the Respondent (Do not write above this line)			
Name	Karen Pallas		
Telephone	828-8341		
		#	Comments
Full Time	Employees	4	
	Workstations	6	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to 120 State, 5th Flr, March 2015
Comments:			

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north



CONCEPT SECTION

1st floor 6" above 500 yr flood elevation (526.75')

200': distance required to descend one story @ 5% slope

Front setback may apply

parking at grade

32,210.18 sf

Taylor St

New 4 story office building: 32,300 per story above partially sunken parking

Property line: lot size: approx. 64,600 sf
CIV zoning district permits 50% building coverage

Taylor St summary	cars	GBA
existing	170	0
option 1	170	129,200 sf
option 2	288	29,100 sf

-existing surface lot approx. 170 cars
-129,200 sf office, requiring 717 parking spaces
parking provided below building: 170
parking deficit: 547 cars

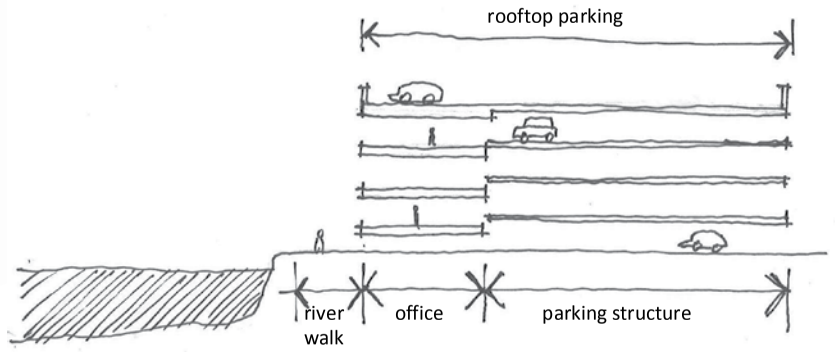
1-Parking "negative" i.e. maintains existing surface parking, does not provides for new need
2-Maximum build out for occupied space
3-Large office floor plate highly flexible and efficient
4-High volume to surface area ratio is thermally efficient shape

MONTPELIER: TAYLOR 02: BUILD OUT POTENTIAL FOR OFFICE OPTION 1
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north



CONCEPT SECTION

Taylor St summary	cars	GBA
existing	170	0
option 1	170	129,200 sf
option 2	288	29,100 sf

Front setback may apply

200': distance required to rise one story @ 5% slope

parking at grade

If a variance were granted, building could extend to potential new walk from bridge to State Street

Ramped parking structure: 3 levels @ 56 cars/ level = 168 cars + approximately 40 on grade + 80 rooftop =288 total
-existing surface lot approx. 170 cars
-29,100 sf office requiring 161 parking spaces

1-Parking "negative" i.e. total parking capacity is 43 cars short of replacing existing parking plus required parking for new function
2-Structured parking not economical due to site geometry
3-Office floorplate not very flexible or efficient

New waterfront pocket park with pedestrian connection to State St.

New 3 story office building: 9,700 per story "wrap" structure conceals parking structure from Memorial Drive and provides new office space along the river

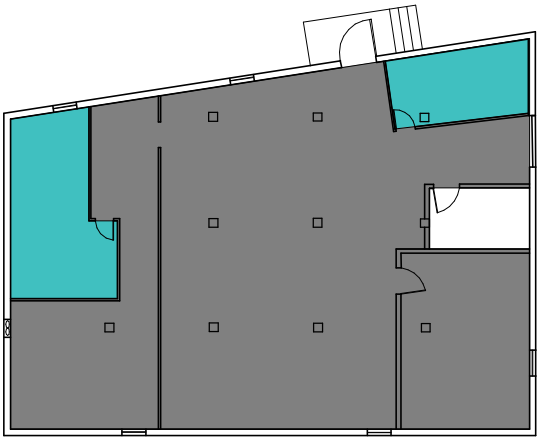
Property line: lot size: approx. 64,600 sf
CIV zoning district permits 50% building coverage

MONTPELIER: TAYLOR 02: BUILD OUT POTENTIAL FOR OFFICE OPTION 2
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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USER GROUP

MAINTENANCE

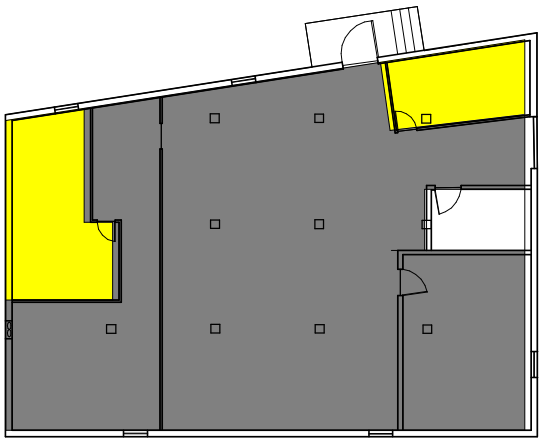
SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	MAINTENANCE	Level 1	650 SF
			650 SF
BGS	SUPPORT	Level 1	3625 SF
			3625 SF

LEVEL 1

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SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	MAINTENANCE	Level 1	72
BGS	SUPPORT	Level 1	n/a

LEVEL 1

MONTPELIER - TAYLOR ST. 10

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	14-Jan-15		
Cell Name	Taylor-10-1A		
	Building Address	Montpelier- 10 Taylor Street	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Maintenance	
Filled Out by the Respondent (Do not write above this line)			
Name	John Hebert		
Telephone	828-3312		
		Total #	Comments
Full Time	Employees	6	(5) additional people also use this space
	Workstations	6	
Other - Part time/ Hotel	Employees	0	
	Workstations	3	Includes the breakroom with computer station
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	3	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	

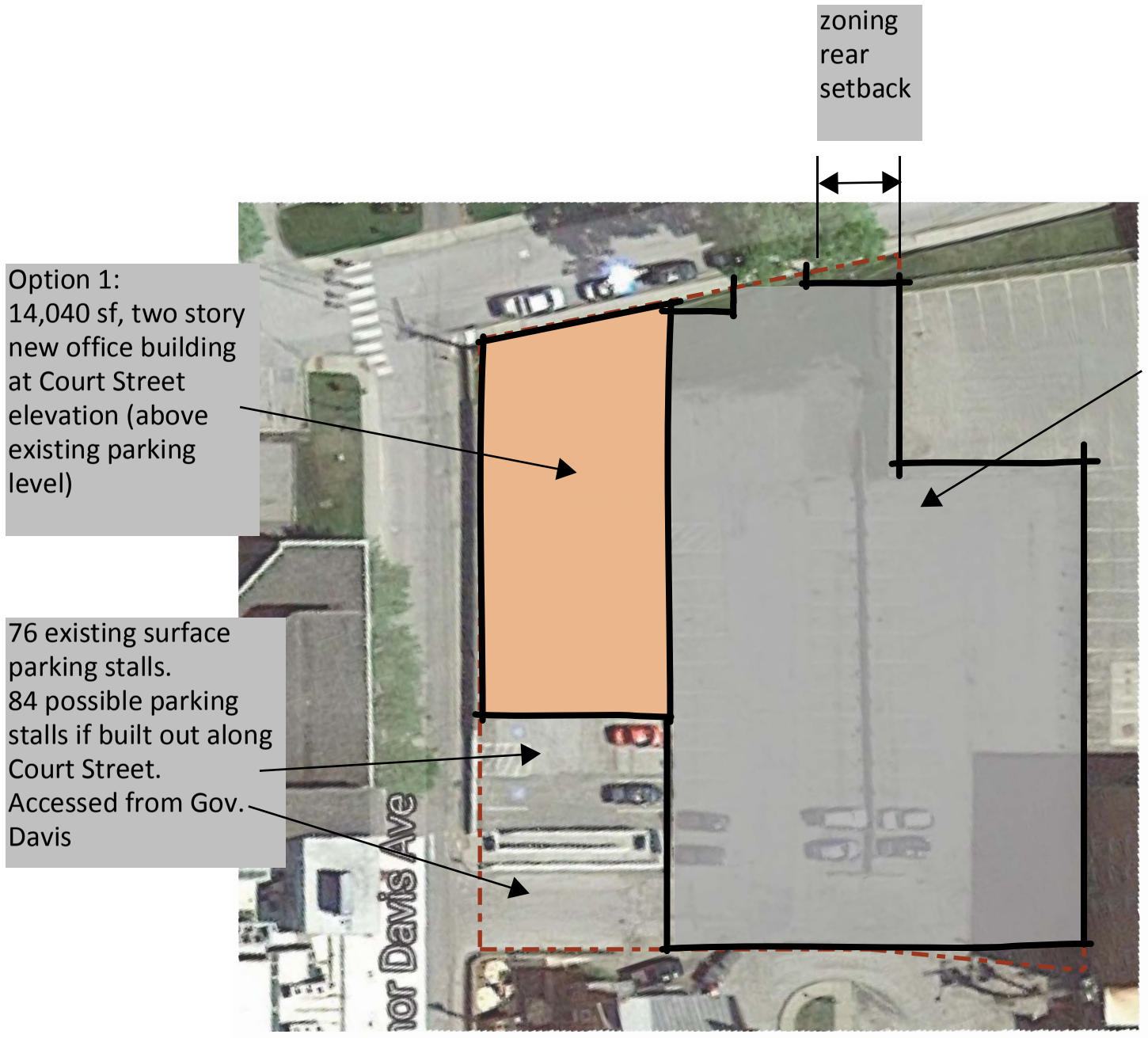
Comments:

Space too small for the work done in the building
No water or sewer utilites in the building, therefore No water, sink, or restroom in the building

Court St.

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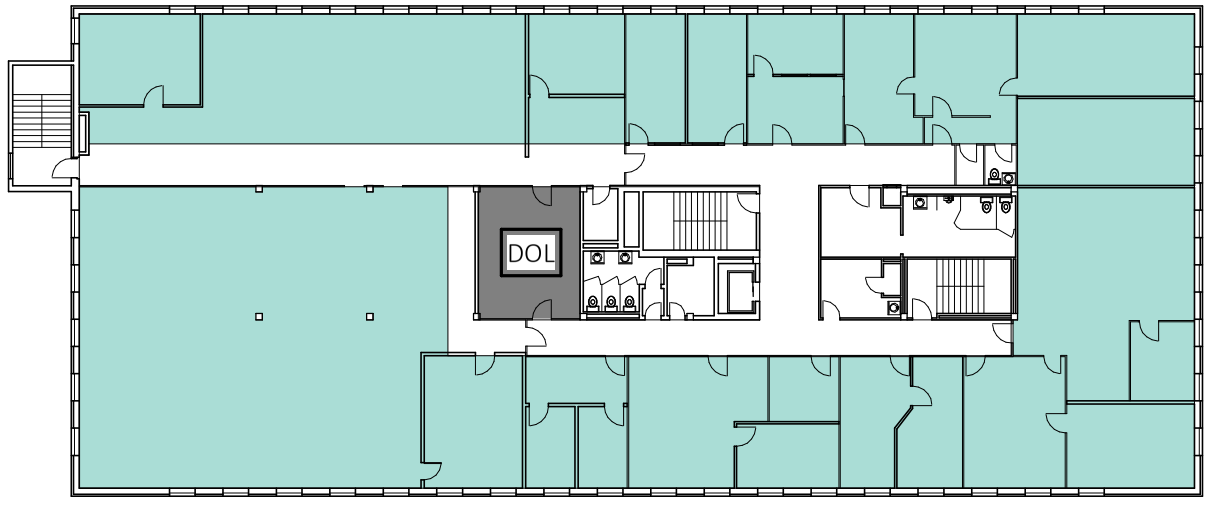
Court Street summary	cars	GBA
existing	76	0
option 1	154	14,040 sf

MONTPELIER: COURT STREET: BUILD OUT POTENTIAL FOR OFFICE
07.31.2015 / scale: 1" =50'

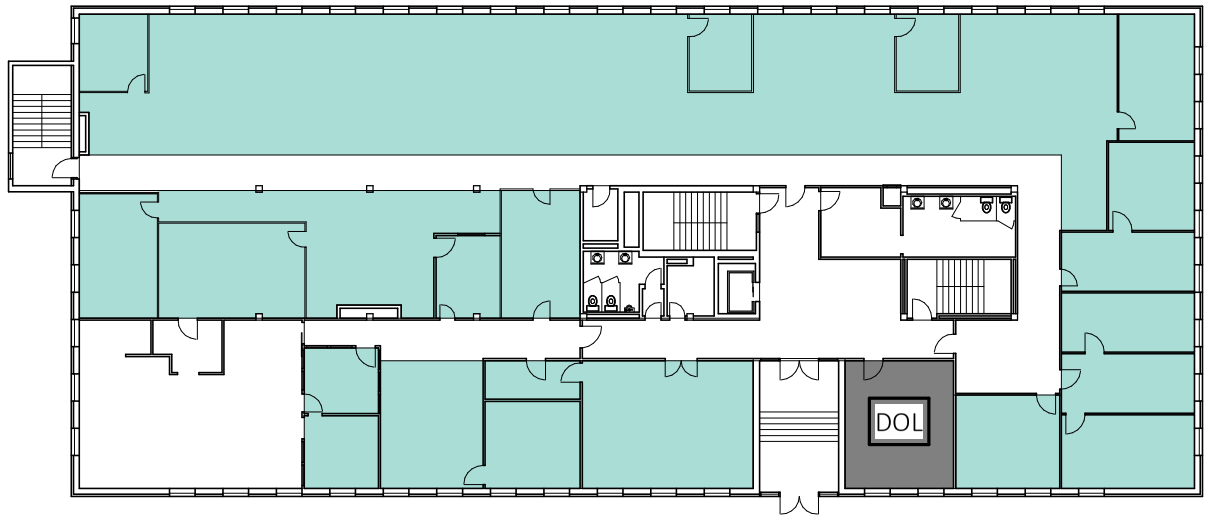
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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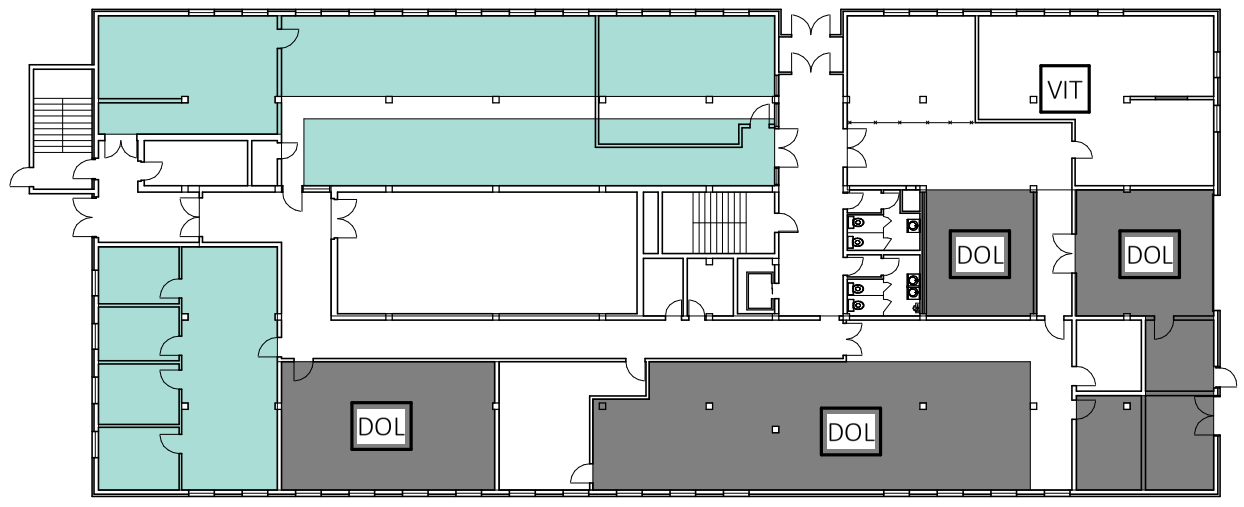
north



LEVEL 2



LEVEL 1



BASEMENT

USER GROUP

ADMINISTRATIVE OFFICES

SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DOL	ADMINISTRATIVE OFFICES	Level 0	3315 SF
DOL	ADMINISTRATIVE OFFICES	Level 1	8085 SF
DOL	ADMINISTRATIVE OFFICES	Level 2	9530 SF
			20935 SF
DOL	SUPPORT	Level 0	3190 SF
DOL	SUPPORT	Level 1	335 SF
DOL	SUPPORT	Level 2	325 SF
			3855 SF

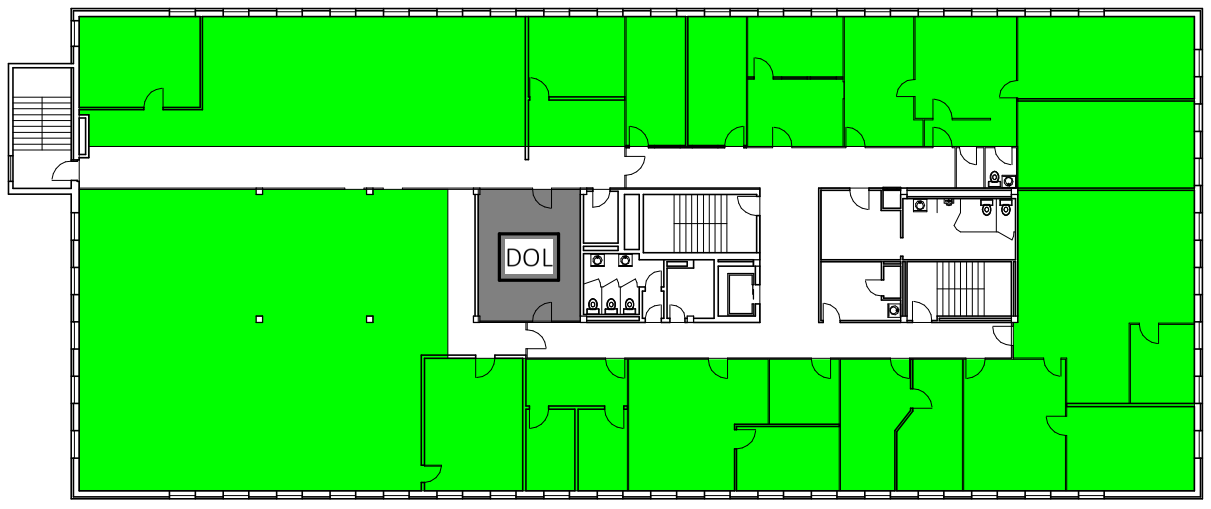
MONTPELIER - GREEN MTN. DRIVE 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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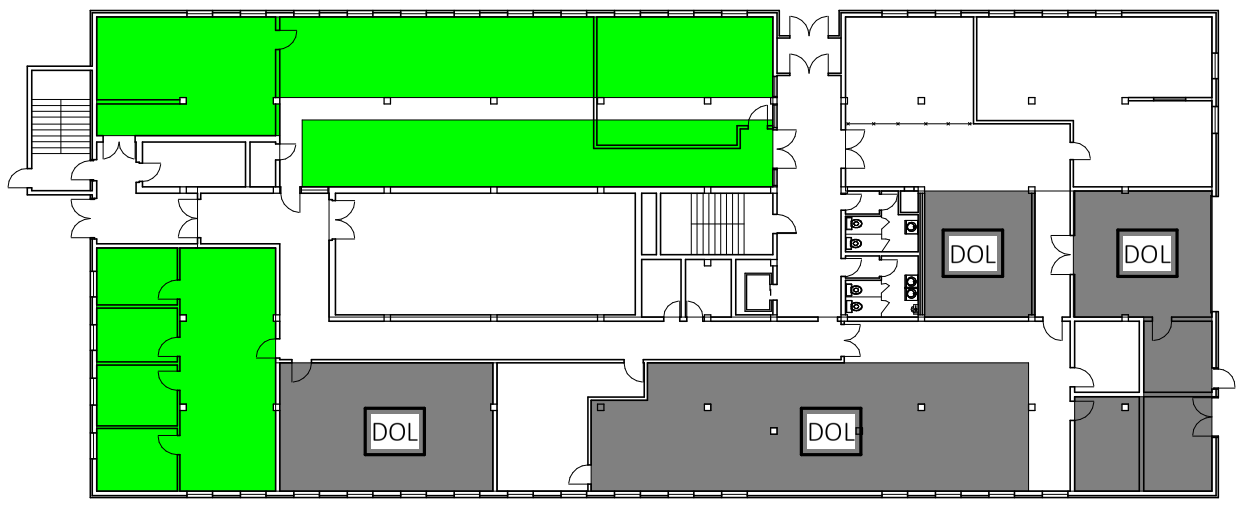
north



LEVEL 2



LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DOL	ADMINISTRATIVE OFFICES	Level 0	118
DOL	ADMINISTRATIVE OFFICES	Level 1	121
DOL	ADMINISTRATIVE OFFICES	Level 2	167
DOL	SUPPORT	Level 0	n/a
DOL	SUPPORT	Level 1	n/a
DOL	SUPPORT	Level 2	n/a

MONTPELIER - GREEN MTN. DRIVE-05

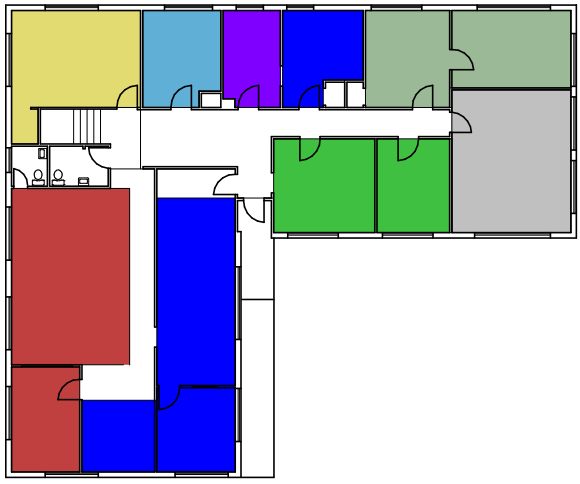
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

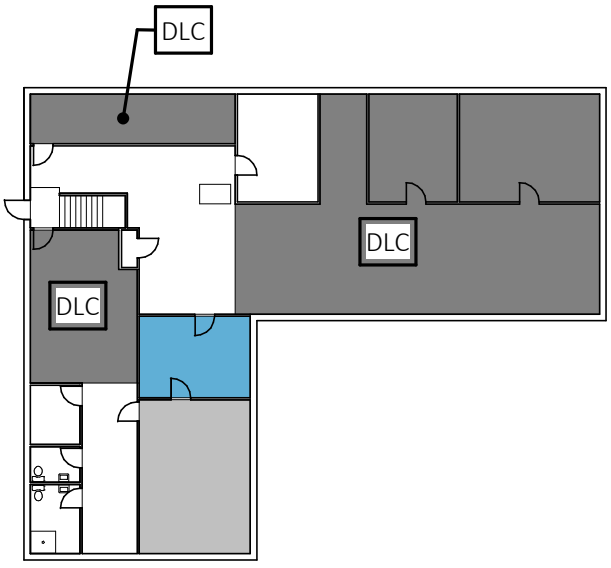
Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	GMDrive-05-0A, GMDrive-05-1A, GMDrive-05-2A		
	Building Address	Montpelier- 5 Green Mountain Drive	
	Floor Level	Basement, 1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DOL) Department of Labor	
	User Group	Administrative Offices	
Filled Out by the Respondent (Do not write above this line)			
Name	Tom Tomasi		
Telephone	828-4376		
		Total #	Comments
Full Time	Employees	127	(25) - Basement (56) - 1st Flr (46) - 2nd Flr
	Workstations	144	(28) - Basement (59) - 1st Flr (57) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	8	(8) Call Center overflow - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments: Vermont Interactive Television occupies part of the Basement Staff projection is dependent on unemployment, so DNK Would be ideal to have Call Center (NL-Dewey) located on same site			

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north



LEVEL 1



BASEMENT

USER GROUP

- (IT) INFORMATION TECHNOLOGY
- ADMINISTRATION
- COMMISSIONER
- LICENSING & ENFORCEMENT
- MARKETING
- PURCHASING
- RETAIL OPERATIONS
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DLC	(IT) INFORMATION TECHNOLOGY	LEVEL 1	685 SF
			685 SF
DLC	ADMINISTRATION	LEVEL 1	400 SF
			400 SF
DLC	COMMISSIONER	LEVEL 1	425 SF
			425 SF
DLC	LICENSING & ENFORCEMENT	LEVEL 1	815 SF
			815 SF
DLC	MARKETING	LEVEL 1	135 SF
			135 SF
DLC	PURCHASING	LEVEL 1	330 SF
			330 SF
DLC	RETAIL OPERATIONS	LEVEL 0	220 SF
DLC	RETAIL OPERATIONS	LEVEL 1	175 SF
			395 SF
	SHARED SUPPORT	LEVEL 0	415 SF
	SHARED SUPPORT	LEVEL 1	415 SF
			830 SF
DLC	SUPPORT	LEVEL 0	2350 SF
			2350 SF

MONTPELIER - GREEN MTN. DRIVE 13

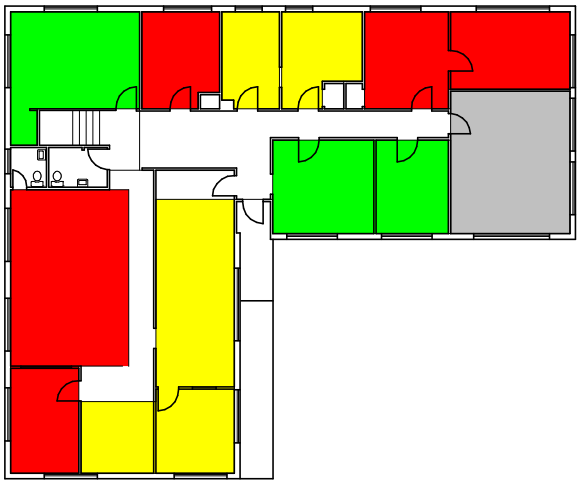
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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

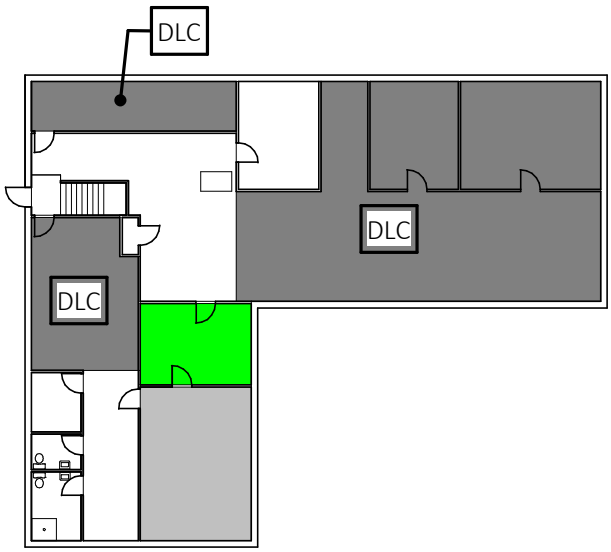
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LEVEL 1



BASEMENT

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DLC	(IT) INFORMATION TECHNOLOGY	LEVEL 1	171
DLC	ADMINISTRATION	LEVEL 1	133
DLC	COMMISSIONER	LEVEL 1	213
DLC	LICENSING & ENFORCEMENT	LEVEL 1	91
DLC	MARKETING	LEVEL 1	68
DLC	PURCHASING	LEVEL 1	165
DLC	RETAIL OPERATIONS	LEVEL 0	110
DLC	RETAIL OPERATIONS	LEVEL 1	175
	SHARED SUPPORT	LEVEL 0	n/a
	SHARED SUPPORT	LEVEL 1	n/a
DLC	SUPPORT	LEVEL 0	n/a

MONTPELIER - GREEN MTN. DRIVE 13

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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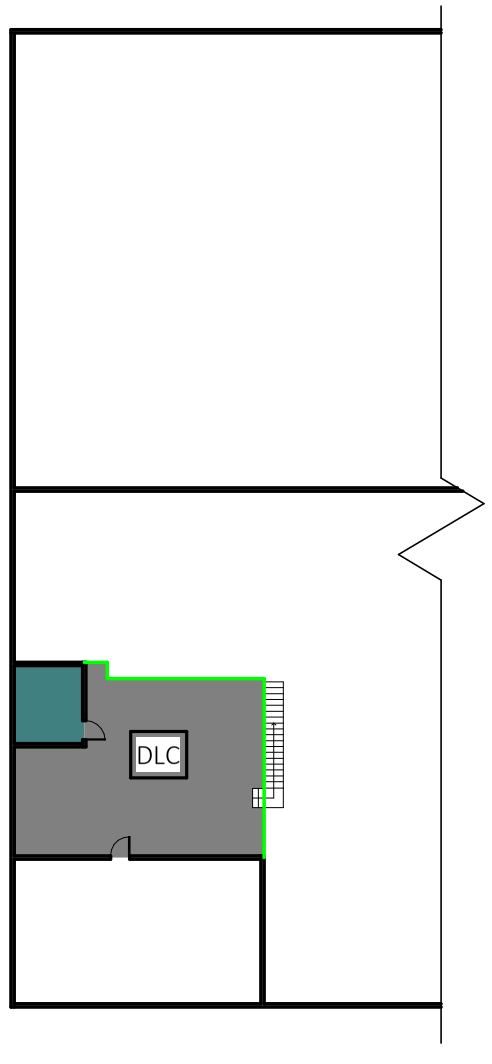
north

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DLC	WAREHOUSE	Level 1	175 SF
DLC	WAREHOUSE	Level 2	130 SF
			305 SF
DLC	SUPPORT	Level 1	30025 SF
DLC	SUPPORT	Level 2	970 SF
			30995 SF

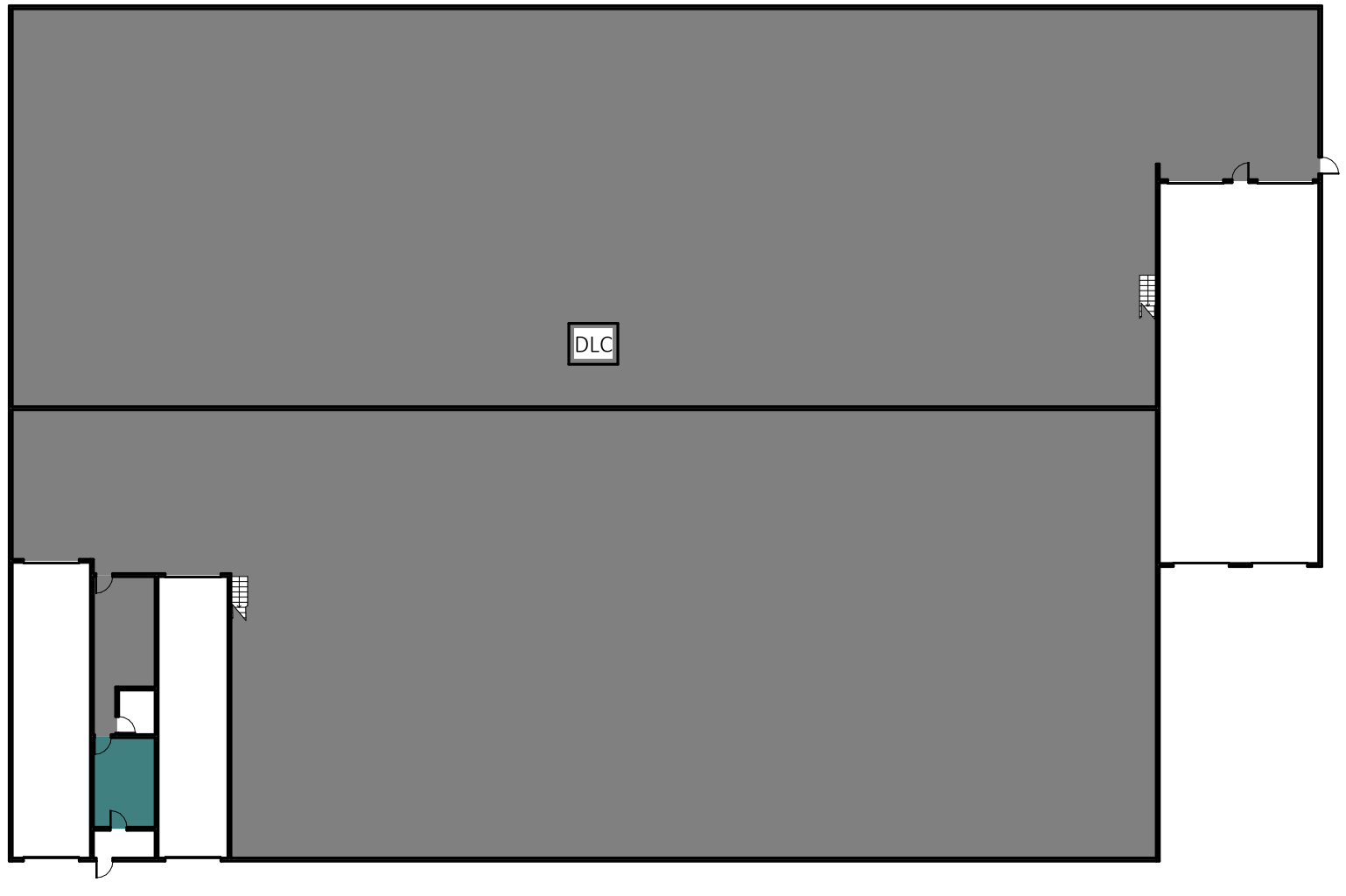
USER GROUP

WAREHOUSE

SUPPORT



LEVEL 2 - PARTIAL



LEVEL 1

MONTPELIER - GREEN MTN DRIVE 15

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

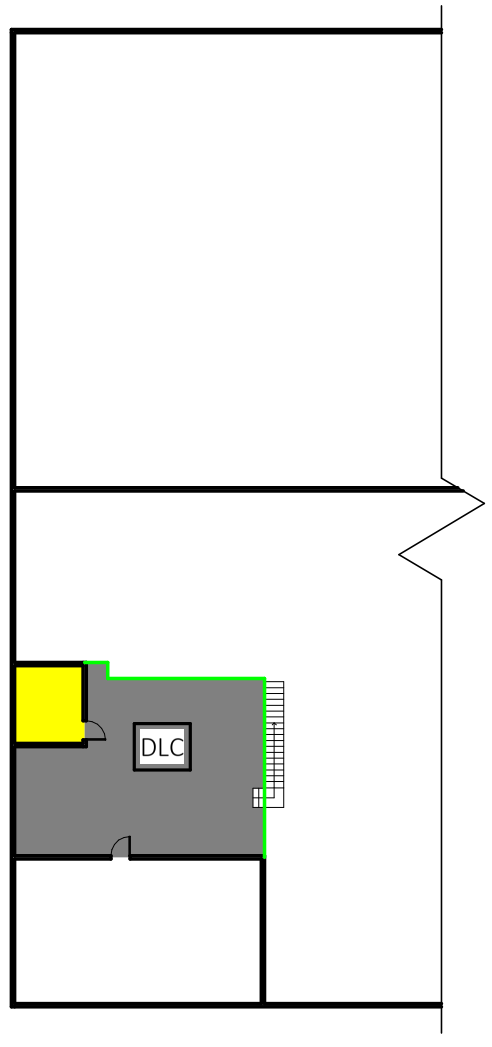
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DLC	SUPPORT	Level 1	175
DLC	SUPPORT	Level 2	65
DLC	WAREHOUSE	Level 1	n/a
DLC	WAREHOUSE	Level 2	n/a

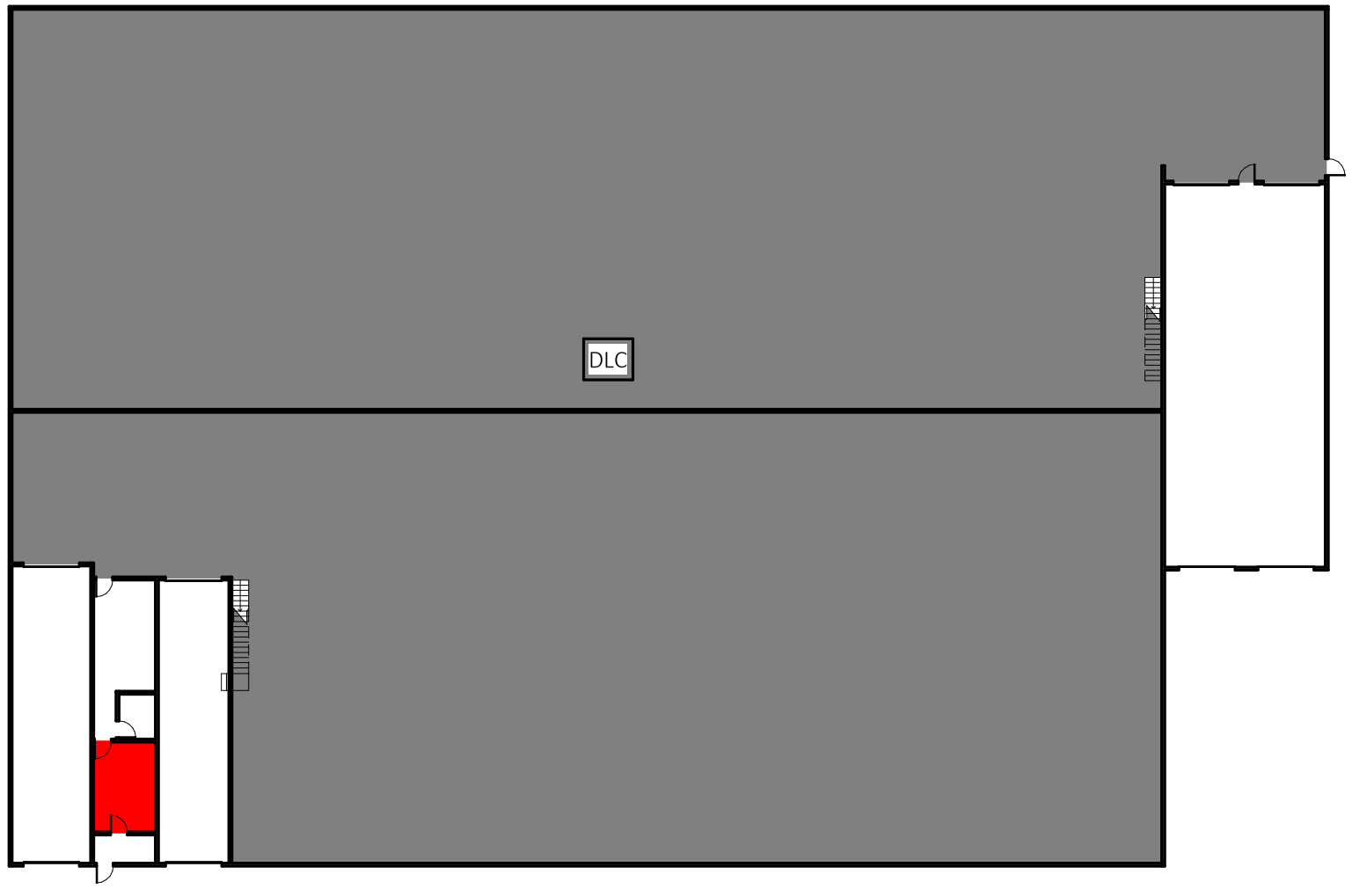
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

north



LEVEL 2 - PARTIAL



LEVEL 1

MONTPELIER - GREEN MTN DRIVE 15

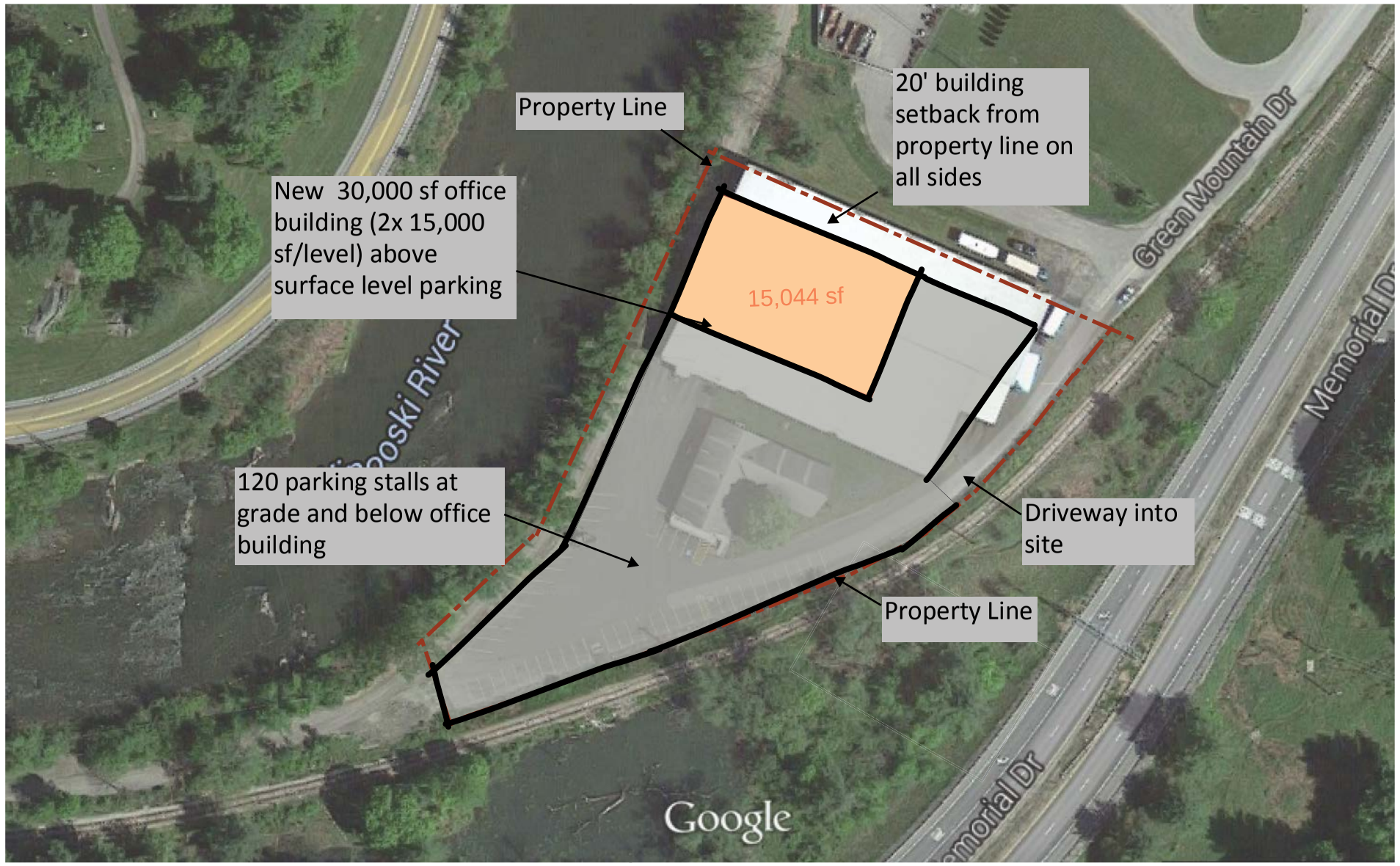
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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13-15 Green Mntn. Dr summary		
	cars	GBA
existing	60	4,500 sf
option 1	120	30,000 sf

MONTPELIER: GREEN MOUNTAIN DRIVE 13-15: BUILD OUT POTENTIAL FOR OFFICE
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1B		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1F		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Licensing & Enforcement	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	8	
	Workstations	8	
Other - Part time/ Hotel	Employees	14	(14) Field investigators
	Workstations	1	(14) investigators share (1) desk
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments: Future legislation could triple the required number of employees, could be a different location			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1C		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	(IT) Information Technology	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	4	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-0A, GMDrive-13-1D		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	Basement, 1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Retail Operations	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	3	(2) - Basement (1) - 1st Flr
	Workstations	3	(2) - Basement (1) - 1st Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	5	(2) - Basement (3) - 1st Flr
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments: Per BGS, no new office space can be added in the basement due to egress and sprinkler requirements Currently a large portion of the basement is used for storage			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1A		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Commissioner	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments: Plan to complete a cost/benefit analysis of needs to determine if the Agency needs to move Currently no room for growth			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1E		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Purchasing	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-13-1F		
	Building Address	Montpelier- 13 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Marketing	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	2	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (5), Break (9), Storage (8)
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	20-Jan-15		
Cell Name	GMDrive-15-1A, GMDrive-15-2A		
	Building Address	Montpelier- 15 Green Mountain Drive	
	Floor Level	1, 2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DLC) Department of Liquor Control	
	User Group	Warehouse Office	
Filled Out by the Respondent (Do not write above this line)			
Name	Tonia Pryce		
Telephone	828-2171		
		#	Comments
Full Time	Employees	3	(1) -1st Flr (2) - 2nd Flr
	Workstations	2	(1) -1st Flr (1) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	3	
	Other	3	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments:	Any growth would require expansion. 2nd floor space 'may' be eligible for renovation (currently max 55 lb/sf loading - would need separate entrance for security reasons) Currently 30K sf, but looking to be +/- 65 to 75K square feet of warehouse space		

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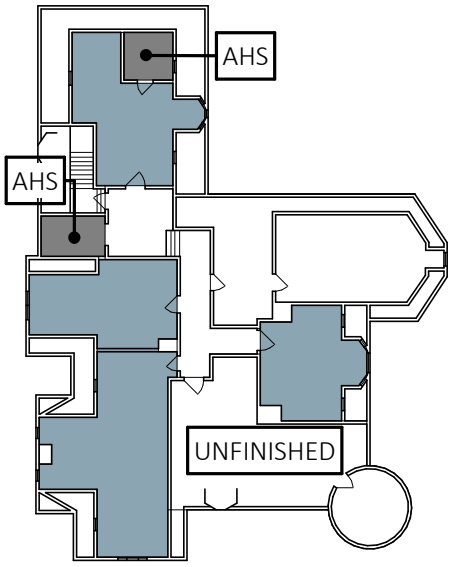
north

USER GROUP

(DMH) DEPARTMENT OF MENTAL HEALTH

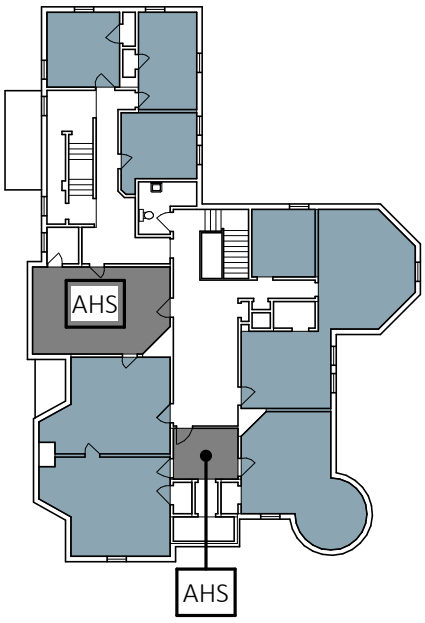
GCAL- HUMAN SERVICES

SUPPORT

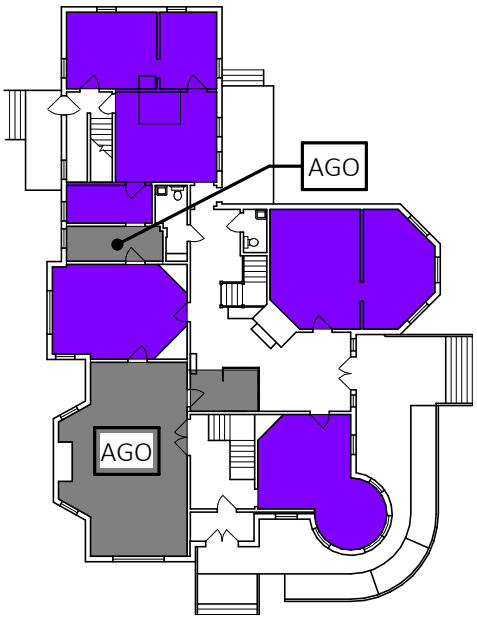


LEVEL 3

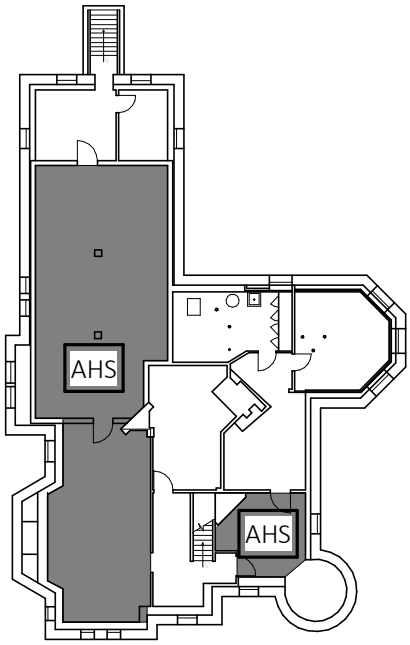
AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	(DMH) DEPARTMENT OF MENTAL HEALTH	Level 2	1770 SF
AHS	(DMH) DEPARTMENT OF MENTAL HEALTH	Level 3	1260 SF
			3030 SF
AGO	GCAL- HUMAN SERVICES	Level 1	1600 SF
			1600 SF
AHS	SUPPORT	Level 0	1390 SF
	SUPPORT	Level 1	665 SF
AHS	SUPPORT	Level 2	360 SF
AHS	SUPPORT	Level 3	120 SF
			2540 SF



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - TERRACE 26

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

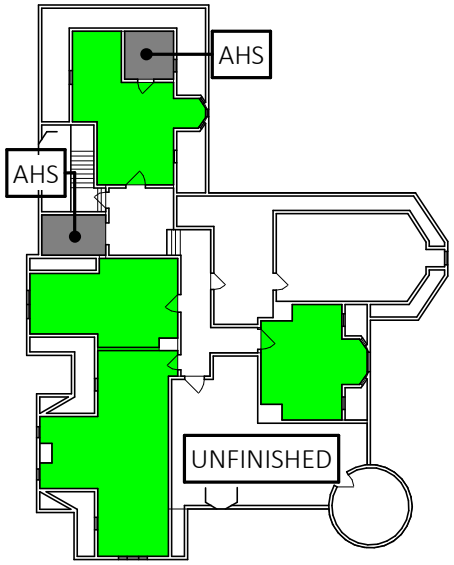
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north

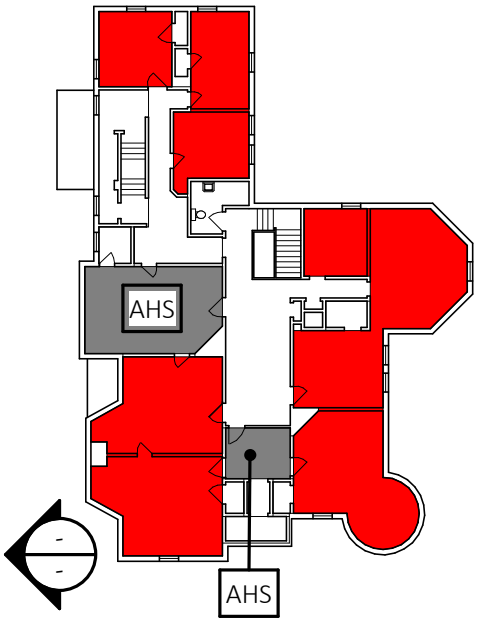
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

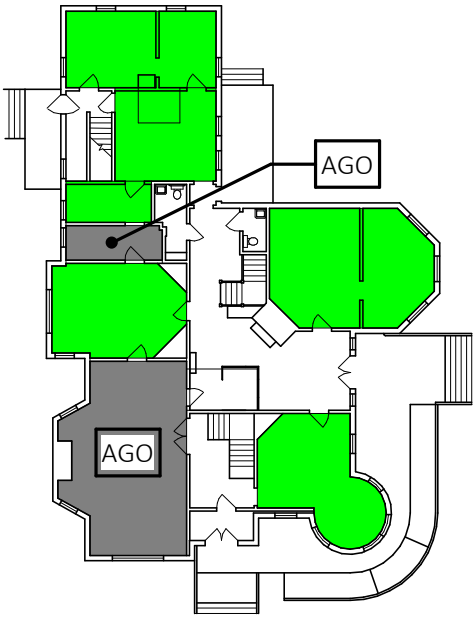


LEVEL 3

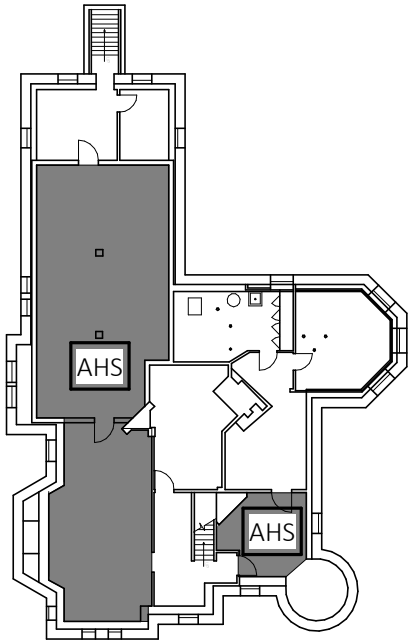
AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	(DMH) DEPARTMENT OF MENTAL HEALTH	Level 2	177
AHS	(DMH) DEPARTMENT OF MENTAL HEALTH	Level 3	158
AGO	GCAL- HUMAN SERVICES	Level 1	145
AHS	SUPPORT	Level 0	n/a
	SUPPORT	Level 1	n/a
AHS	SUPPORT	Level 2	n/a
AHS	SUPPORT	Level 3	n/a



LEVEL 2



LEVEL 1



BASEMENT

MONTPELIER - TERRACE 26

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

26 Terrace summary	cars	GBA
existing	40-50	13,757 sf
option 1	128+/-	29, 597 sf

potential 2 story, 15840 sf office building with 2 story connector for sharing elevator

existing 40 person office building

88 space parking lot

improve driveway aesthetics

40 space parking lot

TERRACE STREET

MONTPELIER: TERRACE 26: BUILD OUT POTENTIAL

07.31.2015 / scale: 1" =60'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

TERRACE 26					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
SITE	Trees directly adjacent to building need to be evaluated	x			
PORCH(ES)	Rebuild front porch	x			
FOUNDATION	Water in basement in electrical room	x			
EXTERIOR FINISH	O.K. Repoint around porch and clean			x	
OPENINGS	Replace windows	x			
INSULATION	Insulate at roof	x			
ROOF	O.K.			x	
INTERIOR FINISH	Historic portion O.K., Other area has tired old finishes that should be replaced	x			
HISTORIC	Yes				x
STRUCTURAL					
MECHANICAL	Needs new boiler & plumbing supply/waste	x			
ELECTRICAL	O.K.			x	
ACCESSIBILITY	Need to evaluate the length/width of accessible ramp, may not meet current codes	x			
FIRE SUPPRESSION	Yes, Full sprinkler system.			x	

Relative Minimum Cost to Upgrade to BGS Standard= $1,500,000

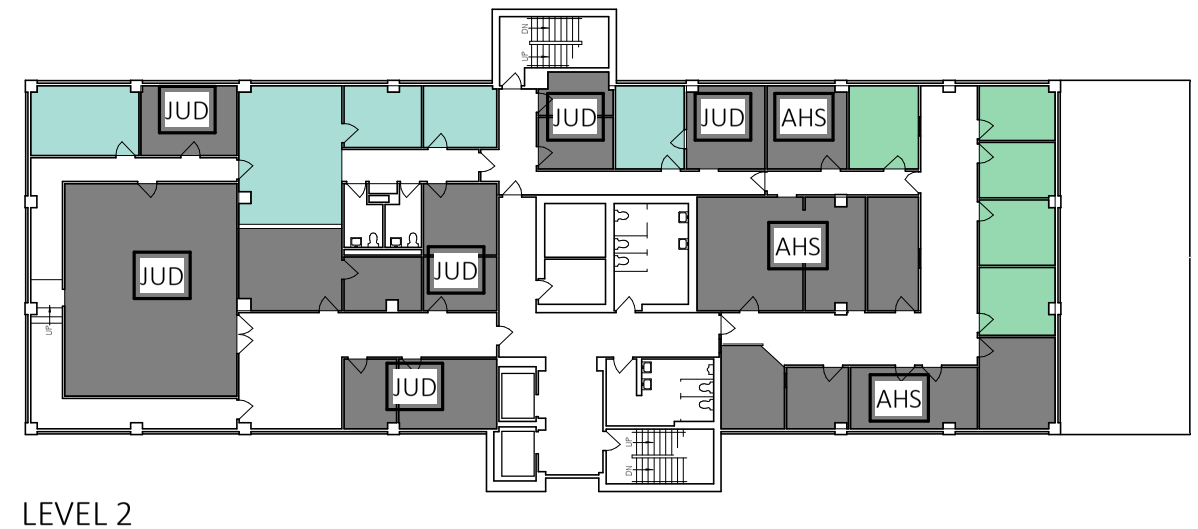
BGS Addendum: Black River Design's initial project estimate of $4,127,100 was reduced to $2,000,000 (2015$) to bring the project more in line with similar projects BGS has undertaken recently.

Filled out by Black River Design, Architects			
Date of Interview	4-Feb-15		
Cell Name	Terrace-26-2A, Terrace-26-3A		
	Building Address	Montpelier- 26 Terrace Street	
	Floor Level	2, 3	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DMH) Department of Mental Health	
	User Group	(DMH) Department of Mental Health	
Filled Out by the Respondent (Do not write above this line)			
Name	Cathy Deyo		
Telephone	828-3816		
		Total #	Comments
Full Time	Employees	16	(8) - 2nd Flr (8) - 3rd Flr
	Workstations	17	(9) - 2nd Flr (8) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	1	(1) hotel - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to waterbury in 2016 Architecture beautiful, parking great
Comments: Ample storage in basement including high density file storage, Break room in basement not used Large rooms in general, 3rd Floor has no bathroom, no fresh air, no fire exit Cold in Winter, Hot in Summer (every window gets an A/C unit), bats in attic			

Filled out by Black River Design, Architects			
Date of Interview	4-Feb-15		
Cell Name	Terrace-26-1A		
	Building Address	Montpelier- 26 Terrace Street	
	Floor Level	1	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AGO) Office of the Attorney General	
	User Group	GCAL- Human Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	9	
	Workstations	9	
Other - Part time/ Hotel	Employees	1	(1) PT at reception
	Workstations	2	(1) hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to waterbury in 2016
Comments:			

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LEVEL 2

USER GROUP

- (DOC) DEPARTMENT OF CORRECTIONS
- COUNTY COURT OFFICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	(DOC) DEPARTMENT OF CORRECTIONS	Level 2	595 SF
			595 SF
JUD	COUNTY COURT OFFICES	Level 2	895 SF
			895 SF
	SUPPORT	Level 2	3525 SF
			3525 SF



LEVEL 1

USER GROUP

- COUNTY COURT OFFICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
JUD	COUNTY COURT OFFICES	Level 1	2495 SF
			2495 SF
JUD	SUPPORT	Level 1	5245 SF
			5245 SF

BARRE - N MAIN 255

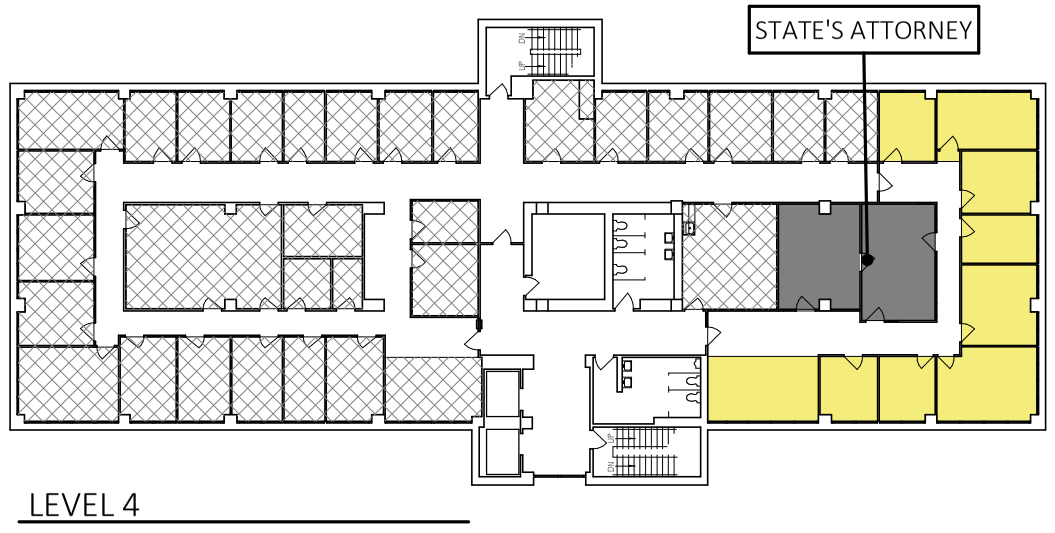
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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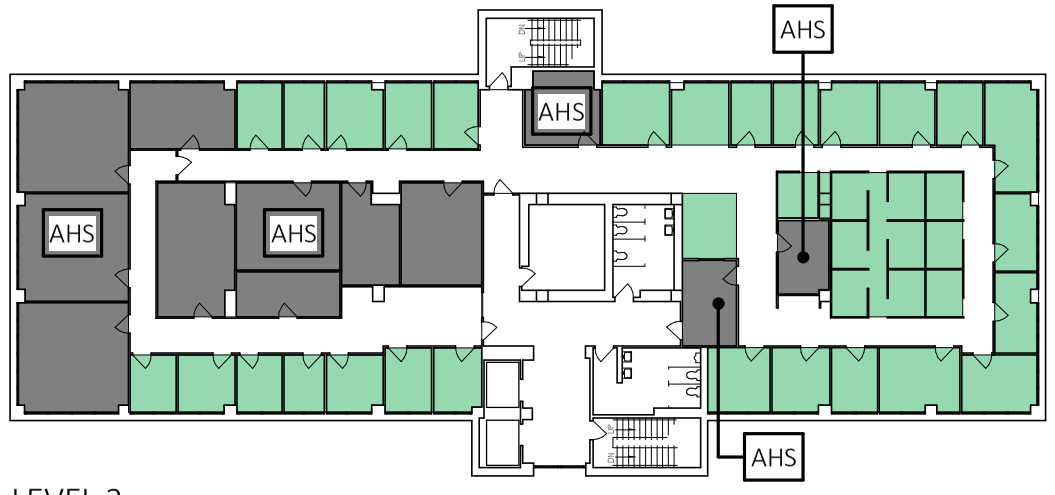


LEVEL 4

USER GROUP

- STATE'S ATTORNEY
- SUPPORT
- VACANT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
STATE'S ATTORNEY	STATE'S ATTORNEY	Level 4	1135 SF
			1135 SF
STATE'S ATTORNEY	SUPPORT	Level 4	415 SF
			415 SF
	VACANT	Level 4	3595 SF
			3595 SF



LEVEL 3

USER GROUP

- (DOC) DEPARTMENT OF CORRECTIONS
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	(DOC) DEPARTMENT OF CORRECTIONS	Level 3	2865 SF
			2865 SF
AHS	SUPPORT	Level 3	2285 SF
			2285 SF

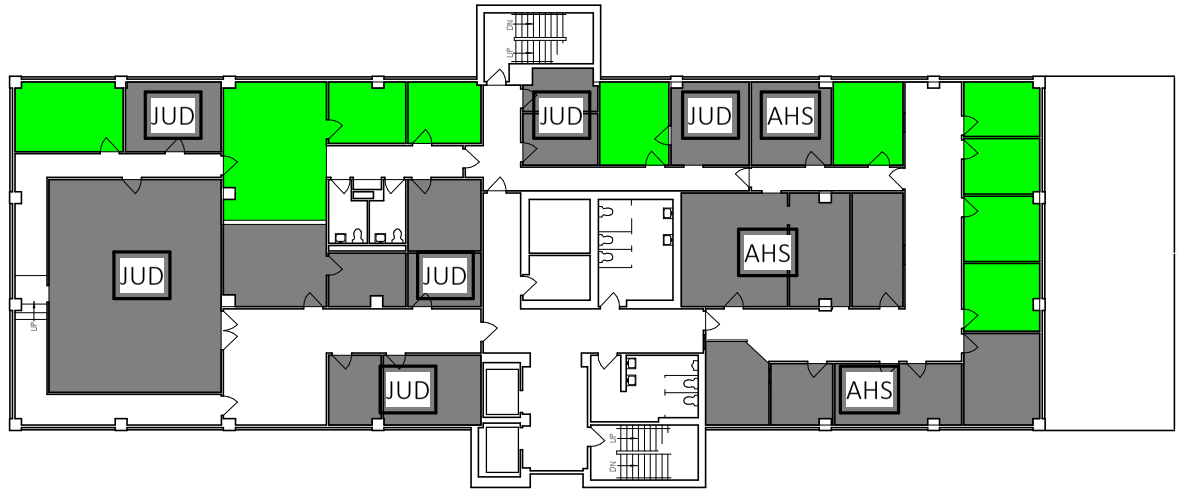
BARRE - N MAIN 255

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	(DOC) DEPARTMENT OF CORRECTIONS	Level 2	118
JUD	COUNTY COURT OFFICES	Level 2	149
	SUPPORT	Level 2	n/a



LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
JUD	COUNTY COURT OFFICES	Level 1	131
JUD	SUPPORT	Level 1	n/a

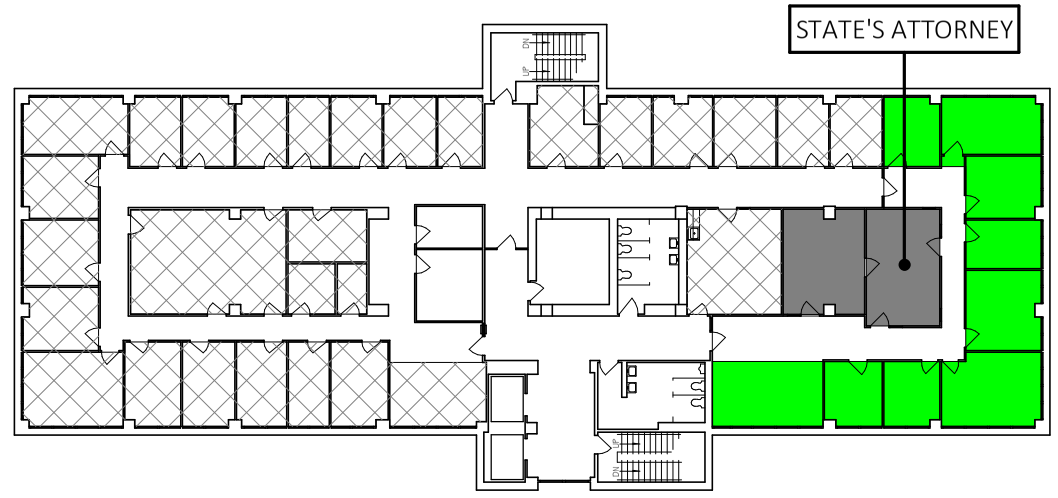
BARRE - N MAIN 255

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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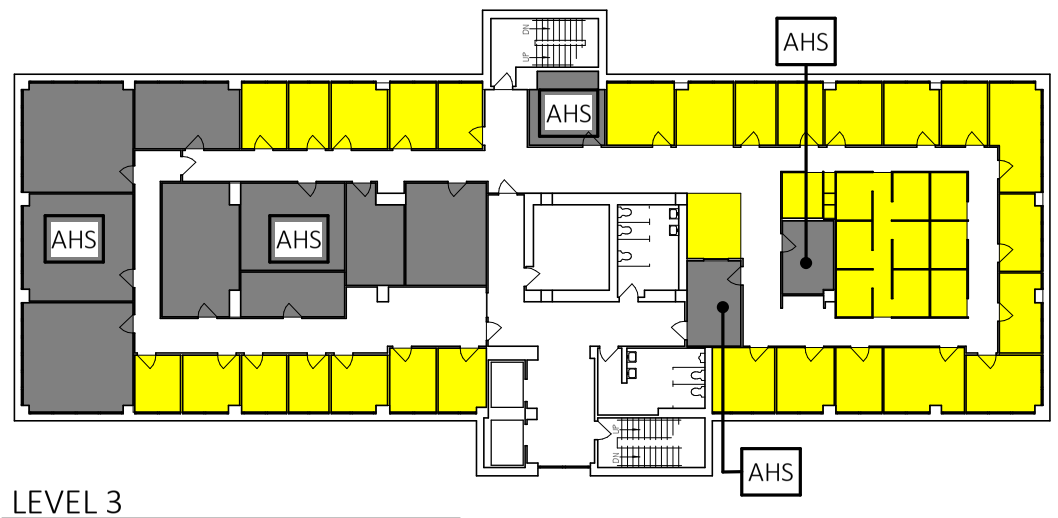


LEVEL 4

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
STATE'S ATTORNEY	STATE'S ATTORNEY	Level 4	114
STATE'S ATTORNEY	SUPPORT	Level 4	n/a
	VACANT	Level 4	n/a



LEVEL 3

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - VACANT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	(DOC) DEPARTMENT OF CORRECTIONS	Level 3	77
AHS	SUPPORT	Level 3	n/a

BARRE - N MAIN 255

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

N. MAIN 255					
	Description	Work Needed			
		1-5 Year	5-10 Year	Routine Maint.	N/A
~~SITE~~					
~~PORCH(ES)~~					
~~FOUNDATION~~					
~~EXTERIOR FINISH~~					
OPENINGS	Replace windows	x			
~~INSULATION~~					
~~ROOF~~					
~~INTERIOR FINISH~~					
~~HISTORIC~~					
~~STRUCTURAL~~					
MECHANICAL	AC system to upper floors	x			
~~ELECTRICAL~~					
~~ACCESSIBILITY~~					
~~FIRE SUPPRESSION~~					

Relative Minimum Cost to Upgrade to BGS Standard= $1,209,800

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	NMain-255-1A		
	Building Address	Barre- 255 North Main Street	
	Floor Level	1, 2	
Occupant	Agency	(JUD) Judiciary Branch	
	Department	Washington County Court	
	User Group	County Court Offices	
Filled Out by the Respondent (Do not write above this line)			
Name	Bill Gerke		
Telephone	828-3348		
		Total #	Comments
Full Time	Employees	24	(18) - 1st Flr (6) - 2nd Flr
	Workstations	24	(18) - 1st Flr (6) - 2nd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	1	(1) hotel for judges - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	29	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	Work space is tight

Comments:

Court Space on 1st Flr is a security issue, Mix of court and corrections in same building is not ideal, Need security cameras
Floors 2, 3,& 4 do not have A/C, Need more storage
Ideal to have all Washington County Courts at same location (Civil & Probate are currently located at 65 Sate St & adjacent building)

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	NMain-255-2B, NMain-255-3A		
	Building Address	Barre- 255 North Main Street	
	Floor Level	2, 3	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DOC) Department of Corrections	
	User Group	(DOC) Department of Corrections	
Filled Out by the Respondent (Do not write above this line)			
Name	Michael Sweeney		
Telephone	479-4242		
		Total #	Comments
Full Time	Employees	33	(4) - 2nd Flr (29) - 3rd Flr
	Workstations	39	(5) - 2nd Flr (34) - 3rd Flr
Other - Part time/ Hotel	Employees	3	(3) contractors - 3rd Flr
	Workstations	3	(3) - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: 2nd Flr - Community High School Program of VT may get cut for budget reasons			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	NMain-255-4A		
	Building Address	Barre- 255 North Main Street	
	Floor Level	4	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Washington County State's Attorney	
	User Group	States Attorney	
Filled Out by the Respondent (Do not write above this line)			
Name	Scott Williams		
Telephone	802-479-4220		
		Total #	Comments
Full Time	Employees	7	
	Workstations	7	
Other - Part time/ Hotel	Employees	3	(2) PT, (1) intern
	Workstations	3	
5-10 Year Staff Total (Estimate)	Full Time	8	Staff projection for July 2015
	Other	6	Staff projection for July 2015- (1) PT, (2) interns
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: Limited storage Security issues- need check-in & waiting to be separate			

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north



GROUND

USER GROUP

- ACT 250 District
- DEC-McFARLAND
- F&W- McFARLAND
- FPR-McFARLAND
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
NRB	ACT 250 District	Level 0	540 SF
			540 SF
ANR	DEC-McFARLAND	Level 0	1220 SF
			1220 SF
ANR	F&W- McFARLAND	Level 0	1275 SF
			1275 SF
ANR	FPR-McFARLAND	Level 0	2075 SF
			2075 SF
	SUPPORT	Level 0	3125 SF
			3125 SF

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 1

USER GROUP

- ECONOMIC SERVICES
- VOCATIONAL REHABILITATION
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	ECONOMIC SERVICES	Level 1	3815 SF
			3815 SF
	SHARED SUPPORT	Level 1	460 SF
			460 SF
AHS	SUPPORT	Level 1	1835 SF
			1835 SF
AHS	VOCATIONAL REHABILITATION	Level 1	2070 SF
			2070 SF

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 2

USER GROUP

- (DVHA) DEPARTMENT OF VERMONT HEALTH ACCESS
- ECONOMIC SERVICES
- FIELD SERVICES
- OFFICE OF LOCAL HEALTH
- RESOURCE CENTER
- VOCATIONAL REHABILITATION
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	(DVHA) DEPARTMENT OF VERMONT HEALTH ACCESS	Level 2	235 SF
			235 SF
AHS	ECONOMIC SERVICES	Level 2	100 SF
			100 SF
AHS	FIELD SERVICES	Level 2	280 SF
			280 SF
AHS	OFFICE OF LOCAL HEALTH	Level 2	2245 SF
			2245 SF
DOL	RESOURCE CENTER	Level 2	1640 SF
			1640 SF
	SUPPORT	Level 2	3375 SF
			3375 SF
AHS	VOCATIONAL REHABILITATION	Level 2	305 SF
			305 SF

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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GROUND

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
NRB	ACT 250 District	Level 0	180
ANR	DEC-McFARLAND	Level 0	153
ANR	F&W- McFARLAND	Level 0	142
ANR	FPR-McFARLAND	Level 0	148
	SUPPORT	Level 0	

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	ECONOMIC SERVICES	Level 1	132
	SHARED SUPPORT	Level 1	n/a
AHS	SUPPORT	Level 1	n/a
AHS	VOCATIONAL REHABILITATION	Level 1	115

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	(DVHA) DEPARTMENT OF VERMONT HEALTH ACCESS	Level 2	78
AHS	ECONOMIC SERVICES	Level 2	100
AHS	FIELD SERVICES	Level 2	280
AHS	OFFICE OF LOCAL HEALTH	Level 2	132
DOL	RESOURCE CENTER	Level 2	117
	SUPPORT	Level 2	n/a
AHS	VOCATIONAL REHABILITATION	Level 2	102

BARRE - PERRY 05

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-1B, Perry-05-2C		
	Building Address	Barre- 5 Perry Street	
	Floor Level	1, 2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging and Independent Living	
	User Group	Vocational Rehabilitation	
Filled Out by the Respondent (Do not write above this line)			
Name	Wendy Madigan		
Telephone	479-4211		
		Total #	Comments
Full Time	Employees	20	(17) - 1st Flr (3) - 2nd Flr
	Workstations	20	(17) - 1st Flr (3) - 2nd Flr
Other - Part time/ Hotel	Employees	1	(1) PT - 1st Flr
	Workstations	1	(1) - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	4	
Comments: 1st Flr - Conference does not accommodate staff, small waiting, noisy reception with shared copier. 2nd Flr - No break area, limited storage			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-1A, Perry-05-2D		
	Building Address	Barre- 5 Perry Street	
	Floor Level	1, 2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DCF) Department for Children and Families	
	User Group	Economic Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	31	(30) - 1st Flr (1) - 2nd Flr
	Workstations	29	(28) - 1st Flr (1) - 2nd Flr
Other - Part time/ Hotel	Employees	1	(1) PT - 1st Flr
	Workstations	1	(1) - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-2E		
	Building Address	Barre- 5 Perry Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	Field Services	
	User Group	Field Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Christine Johnson		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-2A		
	Building Address	Barre- 5 Perry Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(VDH) Department of Health	
	User Group	Office of Local Health	
Filled Out by the Respondent (Do not write above this line)			
Name	Sasha Bianchi		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	14	
	Workstations	14	
Other - Part time/ Hotel	Employees	2	(2) PT
	Workstations	3	(1) floater
5-10 Year Staff Total (Estimate)	Full Time	16	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-2B		
	Building Address	Barre- 5 Perry Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DVHA) Department of Vermont Health Access	
	User Group	(DVHA) Department of Vermont Health Access	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-0C		
	Building Address	Barre- 5 Perry Street	
	Floor Level	0	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(NRB) Natural Resources Board	
	User Group	ACT 250 District	
Filled Out by the Respondent (Do not write above this line)			
Name	Clancy Desmet		
Telephone	476-0186		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-0D		
	Building Address	Barre- 5 Perry Street	
	Floor Level	0	
Occupant	Agency	(ANR) Agency of natural Resources	
	Department	(DEC) Department of Envirnmental Conservation	
	User Group	DEC-McFarland	
Filled Out by the Respondent (Do not write above this line)			
Name	Joanna Pallito		
Telephone	490-6238		
		Total #	Comments
Full Time	Employees	7	
	Workstations	8	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-0B		
	Building Address	Barre- 5 Perry Street	
	Floor Level	0	
Occupant	Agency	(ANR) Agency of natural Resources	
	Department	(F&W) Fish & Wildlife Department	
	User Group	F&W-McFarland	
Filled Out by the Respondent (Do not write above this line)			
Name	Kim Royar		
Telephone	747-8412		
		Total #	Comments
Full Time	Employees	6	
	Workstations	6	
Other - Part time/ Hotel	Employees	3	(3) floaters
	Workstations	4	(1) seasonal
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	n/a	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	18-Feb-15		
Cell Name	Perry-05-0C		
	Building Address	Barre- 5 Perry Street	
	Floor Level	0	
Occupant	Agency	(ANR) Agency of natural Resources	
	Department	(FPR) Department of Forest, Parks & Recreation	
	User Group	FPR-McFarland	
Filled Out by the Respondent (Do not write above this line)			
Name	Tracy Zeno		
Telephone	828-1534		
		Total #	Comments
Full Time	Employees	12	
	Workstations	12	
Other - Part time/ Hotel	Employees	2	temps
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			

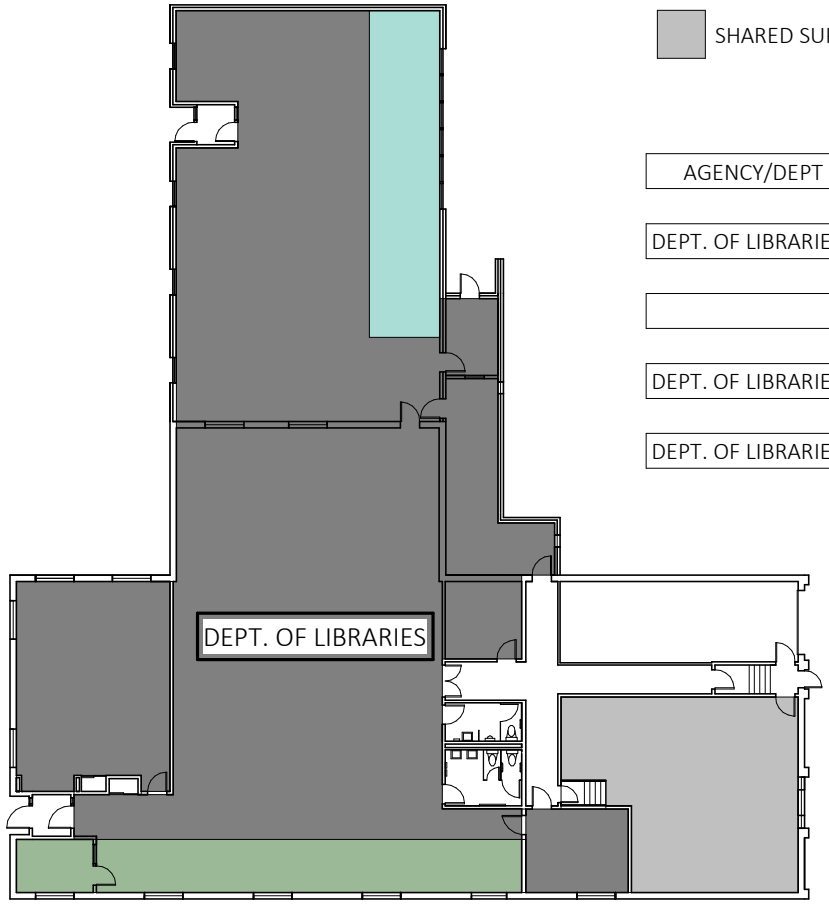
Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	Perry-05-2F		
	Building Address	Barre- 5 Perry Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DOL) Department of Labor	
	User Group	Resource Center	
Filled Out by the Respondent (Do not write above this line)			
Name	Tom Tomasi		
Telephone	828-4376		
		Total #	Comments
Full Time	Employees	12	
	Workstations	13	Reception is covered by staff
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	12	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments:			

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USER GROUP

- MIDSTATE LIBRARY
- SPECIAL SERVICES
- SUPPORT
- SHARED SUPPORT



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DEPT. OF LIBRARIES	MIDSTATE LIBRARY	Level 1	650 SF
			650 SF
	SHARED SUPPORT	Level 1	950 SF
			950 SF
DEPT. OF LIBRARIES	SPECIAL SERVICES	Level 1	560 SF
			560 SF
DEPT. OF LIBRARIES	SUPPORT	Level 1	6480 SF
			6480 SF

BERLIN - PAINE TPKE 578

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

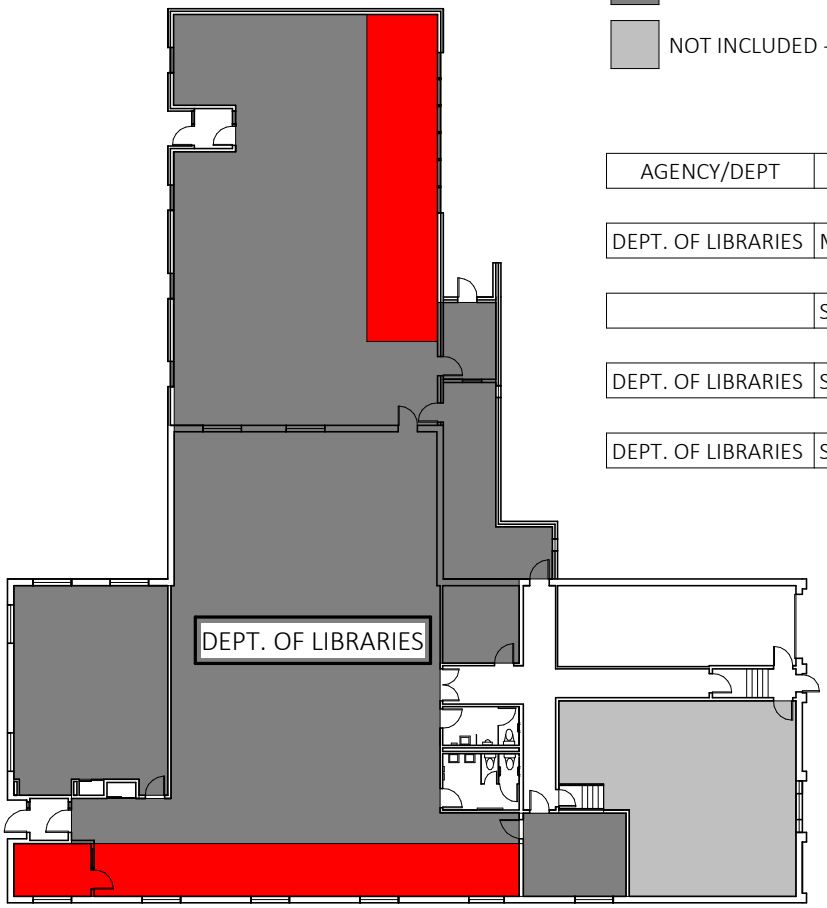
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SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DEPT. OF LIBRARIES	MIDSTATE LIBRARY	Level 1	325
	SHARED SUPPORT	Level 1	n/a
DEPT. OF LIBRARIES	SPECIAL SERVICES	Level 1	187
DEPT. OF LIBRARIES	SUPPORT	Level 1	n/a



LEVEL 1

BERLIN - PAINE TPKE 578

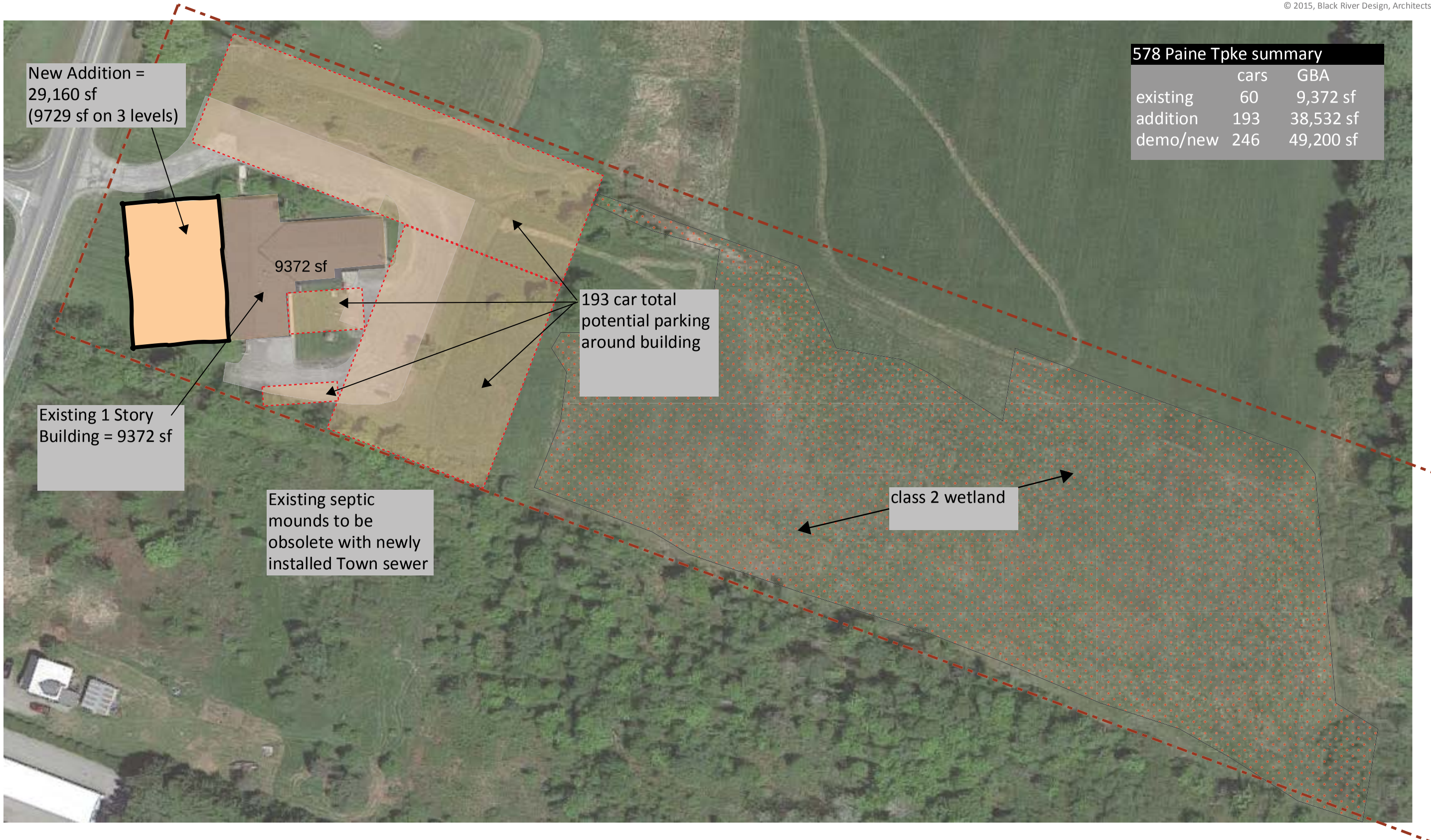
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES
WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

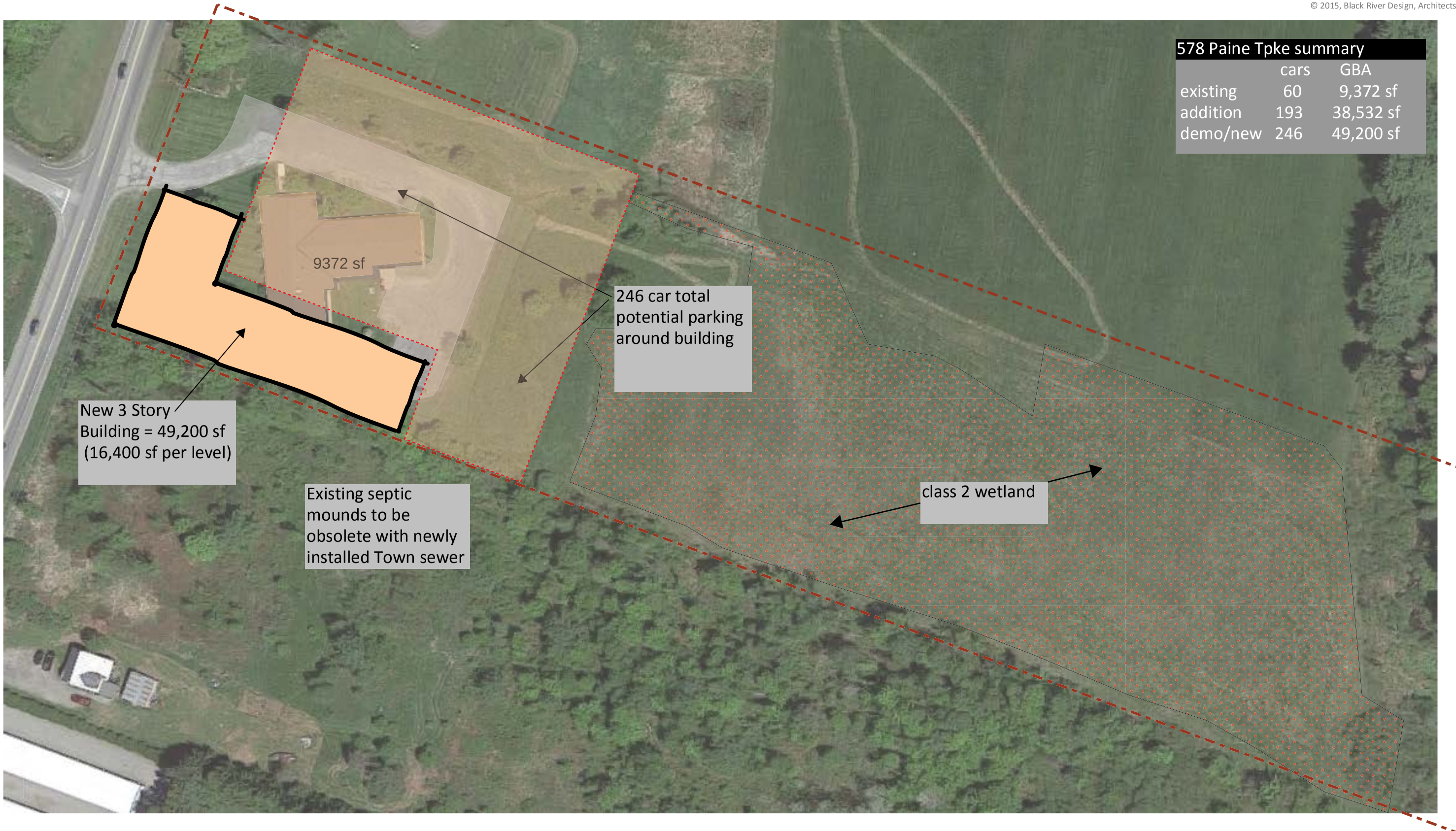
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BERLIN: PAINE TPKE 578: BUILD OUT POTENTIAL FOR OFFICE ADDITION
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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BERLIN: PAINE 578: BUILD OUT POTENTIAL FOR NEW OFFICE BUILDING
07.31.2015 / scale: 1" =50'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

Filled out by Black River Design, Architects			
Date of Interview	5-Mar-15		
Cell Name	Paine-578-1A		
	Building Address	Berlin - 578 Paine Turnpike North	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Libraries	
	User Group	Midstate Library	
Filled Out by the Respondent (Do not write above this line)			
Name	Jeremiah Kellogg		
Telephone	828-3265		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	

Comments:

Need to rearrange space, ideal to have all libraries consolidated to one location
Open to libraries on a reduced (3) day schedule
Parking can be a quagmire in Spring

Filled out by Black River Design, Architects			
Date of Interview	5-Mar-15		
Cell Name	Paine-578-1B		
	Building Address	578 Paine Turnpike North - Berlin	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	Department of Libraries	
	User Group	Special Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Jeremiah Kellogg		
Telephone	828-3265		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	
Comments: Need to rearrange space, ideal to have all libraries consolidated to one location			

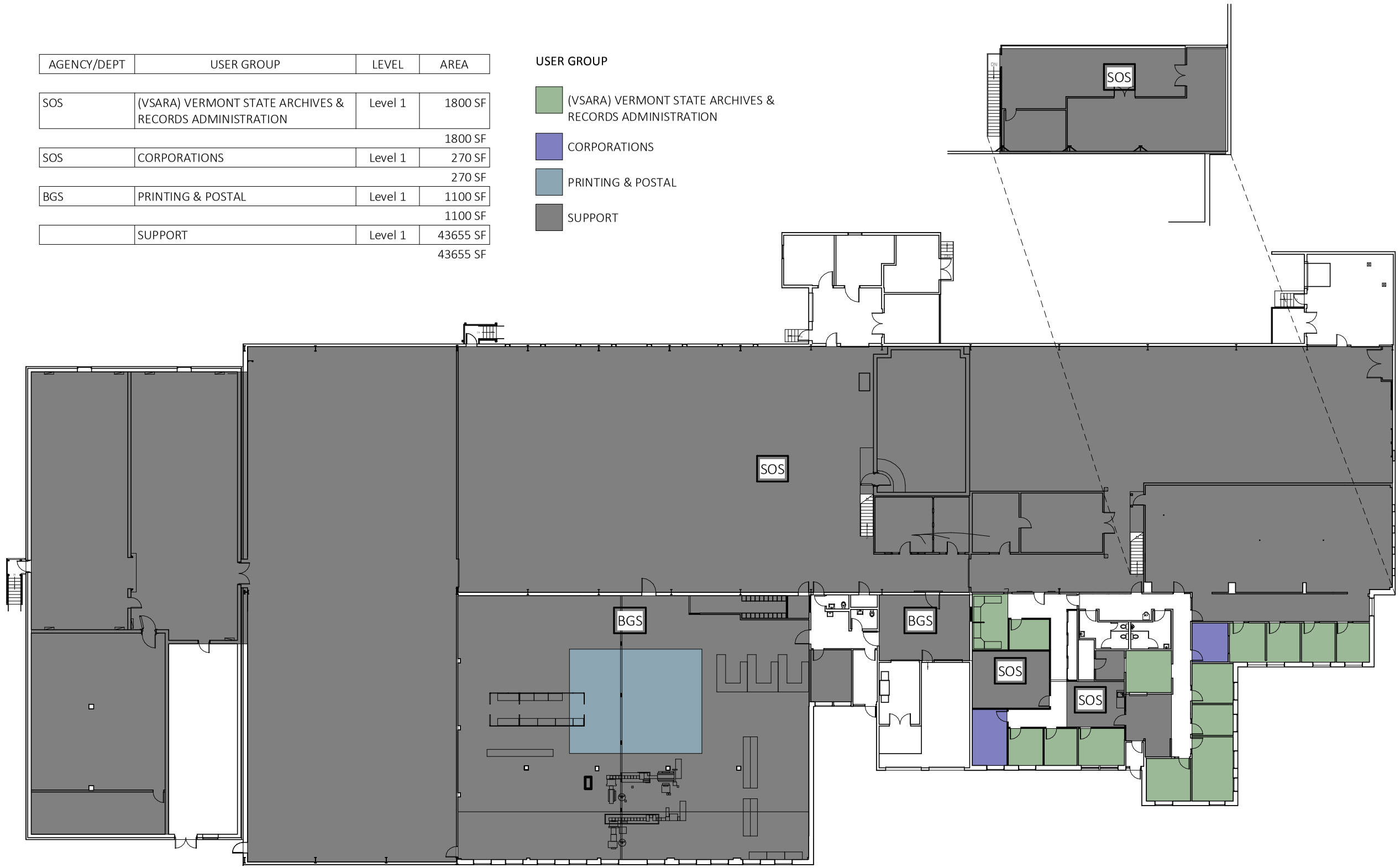
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
SOS	(VSARA) VERMONT STATE ARCHIVES & RECORDS ADMINISTRATION	Level 1	1800 SF
			1800 SF
SOS	CORPORATIONS	Level 1	270 SF
			270 SF
BGS	PRINTING & POSTAL	Level 1	1100 SF
			1100 SF
	SUPPORT	Level 1	43655 SF
			43655 SF

USER GROUP

- (VSARA) VERMONT STATE ARCHIVES & RECORDS ADMINISTRATION
- CORPORATIONS
- PRINTING & POSTAL
- SUPPORT



LEVEL 1

MIDDLESEX - ROUTE 2 1078

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

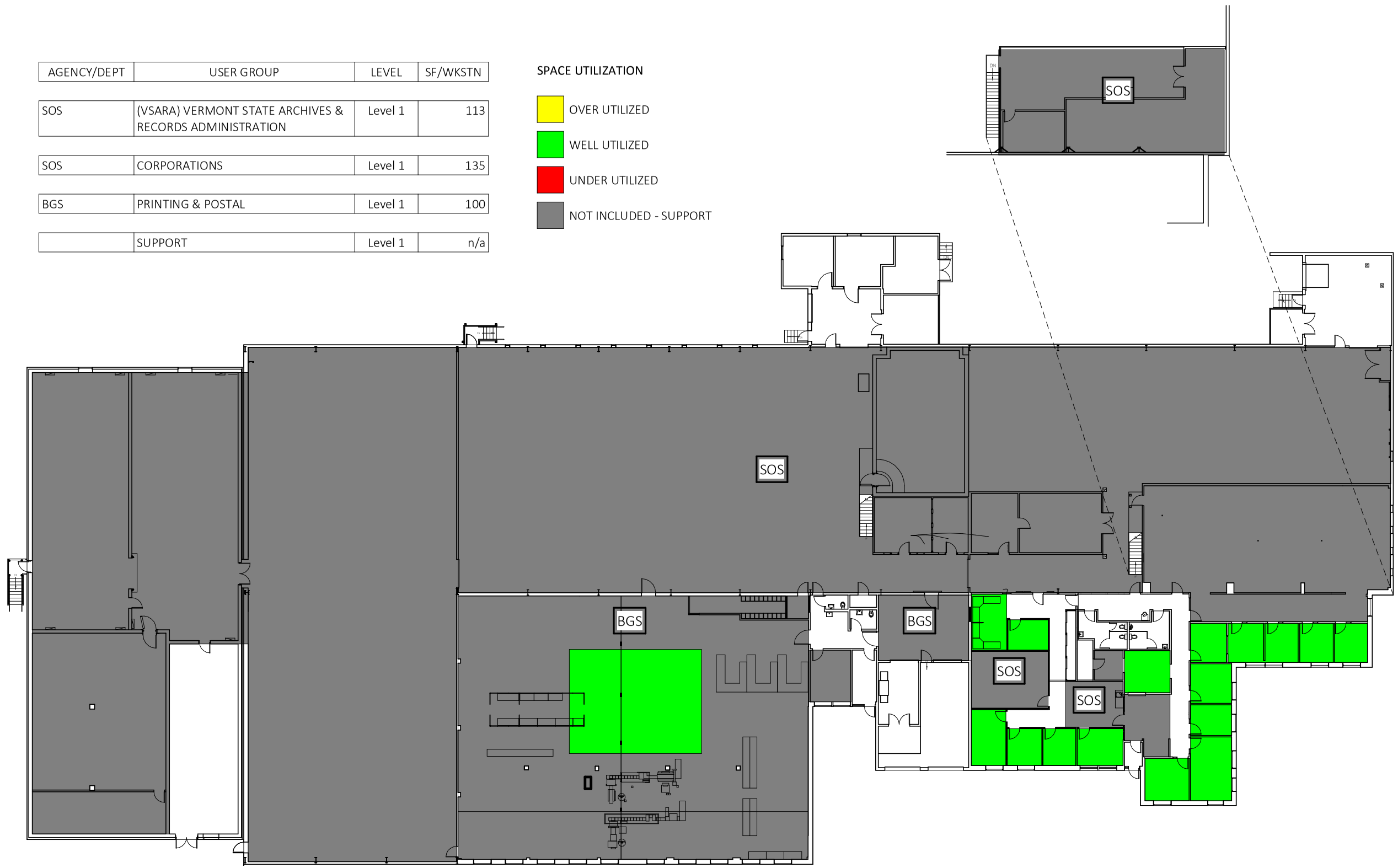
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
SOS	(VSARA) VERMONT STATE ARCHIVES & RECORDS ADMINISTRATION	Level 1	113
SOS	CORPORATIONS	Level 1	135
BGS	PRINTING & POSTAL	Level 1	100
	SUPPORT	Level 1	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT



LEVEL 1

MIDDLESEX - ROUTE 2 1078

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	19-Feb-15		
Cell Name	US2-1078-1C		
	Building Address	Middlesex - 1078 US Rte 2	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings and General Services	
	User Group	Printing & Postal	
Filled Out by the Respondent (Do not write above this line)			
Name	Deborah Ferrell		
Telephone	828-1053		
		#	Comments
Full Time	Employees	13	
	Workstations	11	(8) field staff, FT Staff, and temps share (11) workstations (3) shifts
Other - Part time/ Hotel	Employees	10	(8) field, (2) temps
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	15	
	Other	12	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: Area currently under construction			

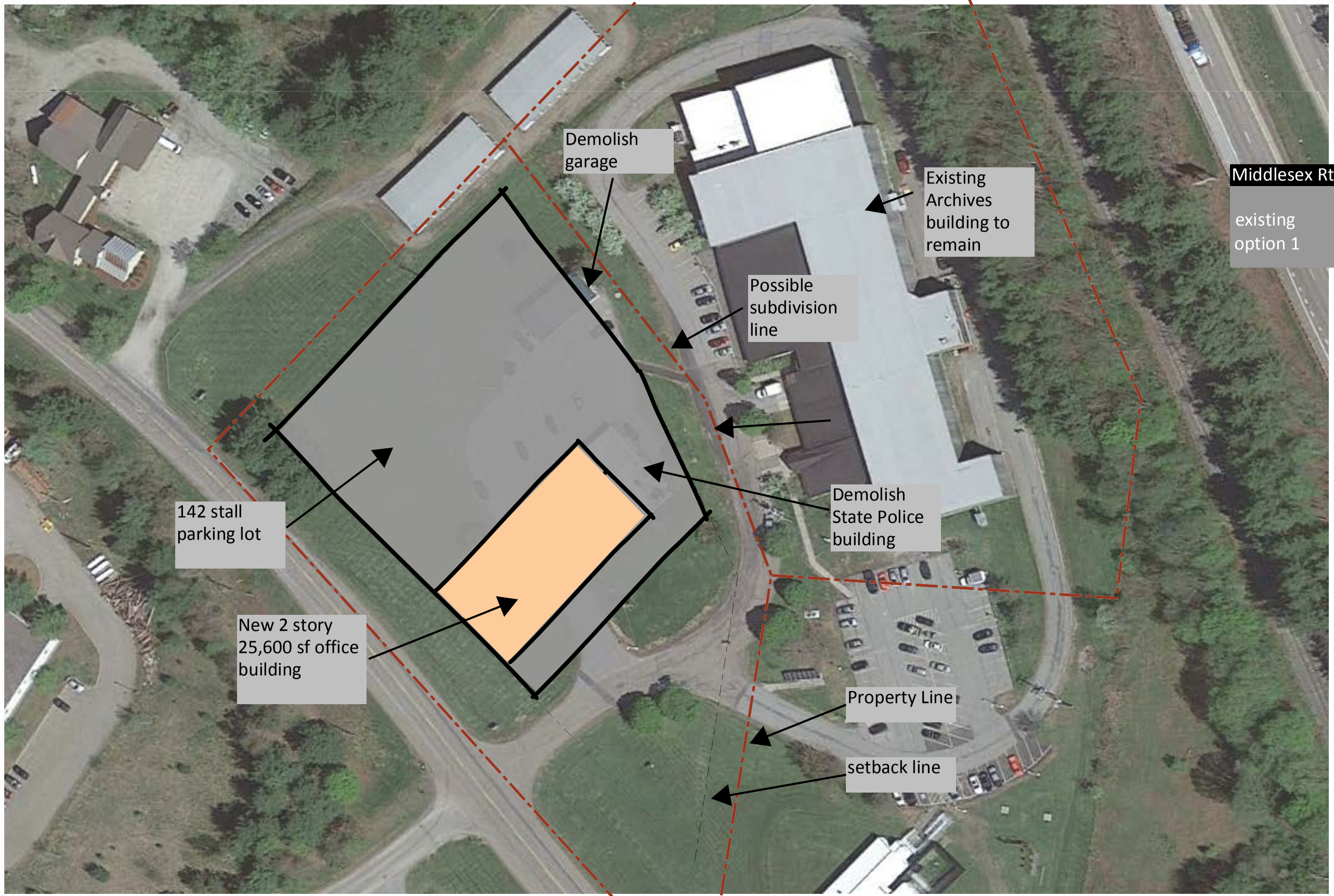
Filled out by Black River Design, Architects			
Date of Interview	19-Feb-15		
Cell Name	US2-1078-1A		
	Building Address	Middlesex - 1078 US Rte 2	
	Floor Level	1	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(SOS) Secretary of State's Office	
	User Group	(VSARA) Vermont State Archives & Records Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		#	Comments
Full Time	Employees	15	
	Workstations	15	
Other - Part time/ Hotel	Employees	2	(2) grant funded/interns
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	17	
	Other	4	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments: Area currently under construction			

Filled out by Black River Design, Architects			
Date of Interview	19-Feb-15		
Cell Name	US2-1078-1B		
	Building Address	Middlesex - 1078 US Rte 2	
	Floor Level	1	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(SOS) Secretary of State's Office	
	User Group	Corporations	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		#	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	1	temp
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments: Temporary location for Corporations for specific job			

US Rt. 2 1080

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Middlesex Rt 2 summary		
	cars	GBA
existing	12-15	7,975 sf
option 1	142	25,600 sf

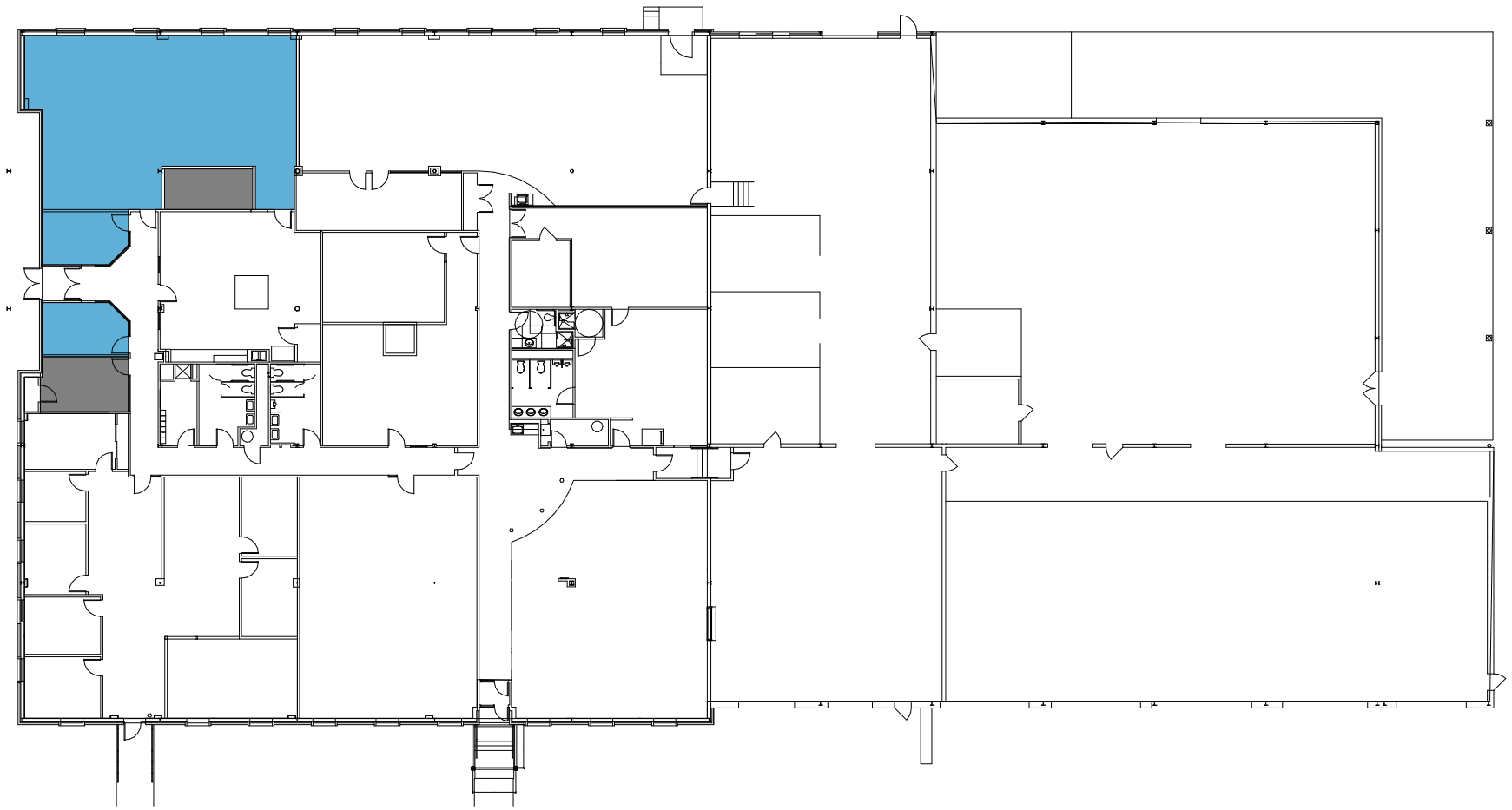
MIDDLESEX: Rt 2 : BUILD OUT POTENTIAL FOR OFFICE

07.31.2015 / scale: 1" =80'

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 1

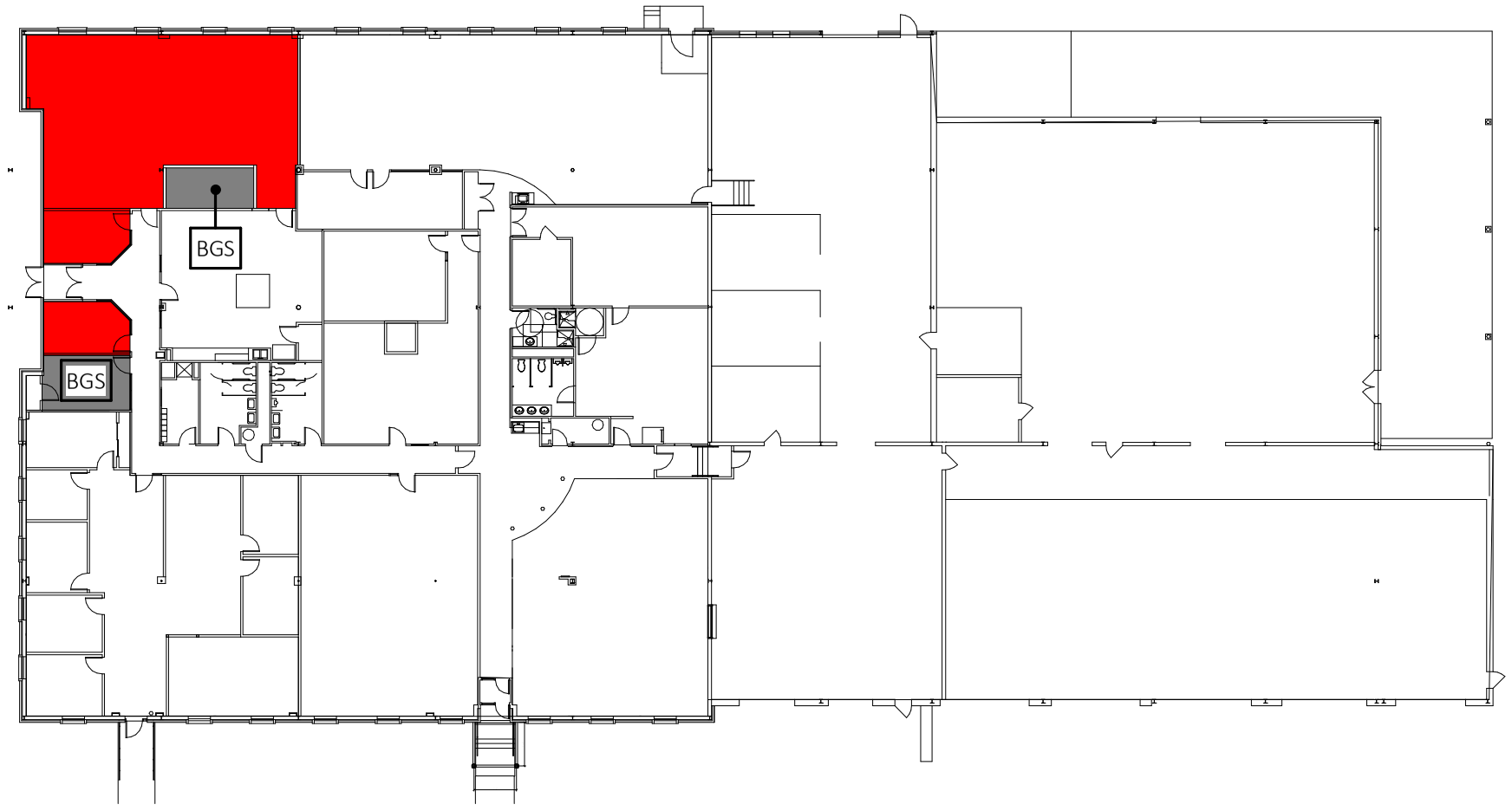
USER GROUP

- FLEET
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
BGS	FLEET	LEVEL 1	1630 SF
			1630 SF
BGS	SUPPORT	LEVEL 1	270 SF
			270 SF

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north



LEVEL 1

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
BGS	FLEET	LEVEL 1	181
BGS	SUPPORT	LEVEL 1	n/a

MONTPELIER - GREEN MTN. DRIVE 07

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	3-Feb-15		
Cell Name	GMDrive-07-1A		
	Building Address	Montpelier- 7 Green Mountain Drive	
	Floor Level	1	
Occupant	Agency	(AOA) Agency of Administration	
	Department	(BGS) Department of Buildings & General Services	
	User Group	Fleet Management Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Deborah Ferrell		
Telephone	828-1053		
		#	Comments
Full Time	Employees	9	
	Workstations	9	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	15	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	Work (8), Break (10), Storage (8)
Comments: Lacks reception area Lacks on site cold storage			

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Level 2

USER GROUP

- (GMCB) GREEN MOUNTAIN CARE BOARD
- ADMINISTRATIVE SERVICES
- BANKING
- CAPTIVES
- INSURANCE
- SECURITIES
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
GMCB	(GMCB) GREEN MOUNTAIN CARE BOARD	Level 2	500 SF
			500 SF
DFR	ADMINISTRATIVE SERVICES	Level 2	285 SF
			285 SF
DFR	BANKING	Level 2	1435 SF
			1435 SF
DFR	CAPTIVES	Level 2	925 SF
			925 SF
DFR	INSURANCE	Level 2	4075 SF
			4075 SF
DFR	SECURITIES	Level 2	740 SF
			740 SF
	SHARED SUPPORT	Level 2	2705 SF
			2705 SF
	SUPPORT	Level 2	2715 SF
			2715 SF

MONTPELIER - MAIN 89

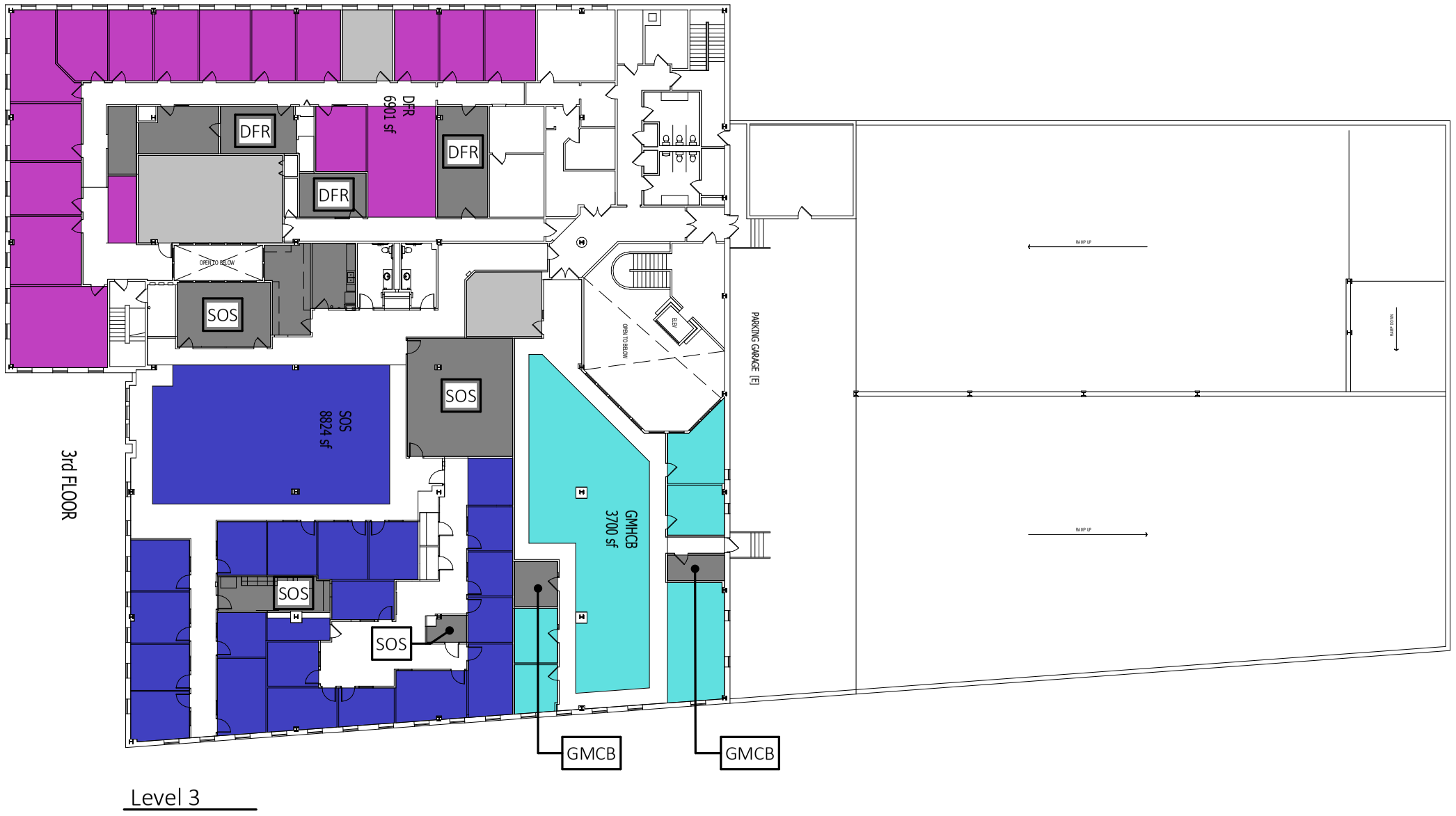
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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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Level 3

USER GROUP

- (GMCB) GREEN MOUNTAIN CARE BOARD
- (OPR) PROFESSIONAL REGULATION
- ADMINISTRATIVE SERVICES
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
GMCB	(GMCB) GREEN MOUNTAIN CARE BOARD	Level 3	2275 SF
			2275 SF
SOS	(OPR) PROFESSIONAL REGULATION	Level 3	4420 SF
			4420 SF
DFR	ADMINISTRATIVE SERVICES	Level 3	3455 SF
			3455 SF
	SHARED SUPPORT	Level 3	1055 SF
			1055 SF
	SUPPORT	Level 3	2550 SF
			2550 SF

MONTPELIER - MAIN 89

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
GMCB	(GMCB) GREEN MOUNTAIN CARE BOARD	Level 2	100
DFR	ADMINISTRATIVE SERVICES	Level 2	143
DFR	BANKING	Level 2	90
DFR	CAPTIVES	Level 2	154
DFR	INSURANCE	Level 2	116
DFR	SECURITIES	Level 2	123
	SHARED SUPPORT	Level 2	n/a
	SUPPORT	Level 2	

MONTPELIER - MAIN 89

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Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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LEVEL 3

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
GMCB	(GMCB) GREEN MOUNTAIN CARE BOARD	Level 3	88
SOS	(OPR) PROFESSIONAL REGULATION	Level 3	138
DFR	ADMINISTRATIVE SERVICES	Level 3	203
	SHARED SUPPORT	Level 3	n/a
	SUPPORT	Level 3	n/a

MONTPELIER - MAIN 89

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	22-Dec-14		
Cell Name		Main-89-2A	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DFR) Department of Financial Regulation	
	User Group	Insurance	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cameron		
Telephone	828-2379		
		Total #	Comments
Full Time	Employees	35	(4) Home based with office space for 1 or 2 days per week
	Workstations	35	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	35	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	Work (7), Break (5), Storage (0)
Comments: Temperature control and parking are typical complaints			

Filled out by Black River Design, Architects			
Date of Interview	22-Dec-14		
Cell Name		Main-89-2B	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DFR) Department of Financial Regulation	
	User Group	Banking	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cameron		
Telephone	828-2379		
		Total #	Comments
Full Time	Employees	16	(8) Home based with office space
	Workstations	16	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	16	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (0), Storage (0)
Comments: Temperature control and parking are typical complaints			

Filled out by Black River Design, Architects			
Date of Interview	22-Dec-14		
Cell Name		Main-89-2C	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DFR) Department of Financial Regulation	
	User Group	Captives	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cameron		
Telephone	828-2379		
		Total #	Comments
Full Time	Employees	30	(6) in Office (24) Home based with no office space
	Workstations	6	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	30	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (2), Storage (1)

Comments:

Temperature control and parking are typical complaints
This division has an office in Burlington

Filled out by Black River Design, Architects			
Date of Interview	22-Dec-14		
Cell Name		Main-89-2D	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DFR) Department of Financial Regulation	
	User Group	Securities	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cameron		
Telephone	828-2379		
		Total #	Comments
Full Time	Employees	6	
	Workstations	6	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Work (8), Break (0), Storage (0)
Comments: Temperature control and parking are typical complaints			

Filled out by Black River Design, Architects			
Date of Interview	22-Dec-14		
Cell Name		Main-89-2E, Main-89-3A	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2, 3	
Occupant	Agency	Department of Financial Regulation	
	Department	Department of Financial Regulation	
	User Group	Administration Services	
Filled Out by the Respondent (Do not write above this line)			
Name	David Cameron		
Telephone	828-2379		
		Total #	Comments
Full Time	Employees	19	(2) - 2nd Flr (17) - 3rd Flr
	Workstations	19	(2) - 2nd Flr (17) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	19	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	Work (10), Break (8), Storage (7)
Comments: Temperature control and parking are typical complaints			

Filled out by Black River Design, Architects			
Date of Interview	4-Feb-15		
Cell Name		Main-89-2F, Main-89-3B	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	2, 3	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(GMCB) Green Mountain Care Board	
	User Group	(GMCB) Green Mountain Care Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Kate Jones		
Telephone	335-1355		
		Total #	Comments
Full Time	Employees	29	(4) - 2nd Flr (25) - 3rd Flr
	Workstations	29	(4) - 2nd Flr (25) - 3rd Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	2	(1) for intern - 2nd Flr (1) for intern - 3rd Flr
5-10 Year Staff Total (Estimate)	Full Time	50	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Would be ideal for all employees to be on same level No kitchen area, No lactation room NOTE: They are already working with BGS to lease additional soace on 1st Flr of 89 Main (for 13 workstations)			

Filled out by Black River Design, Architects			
Date of Interview	4-Feb-15		
Cell Name		Main-89-3C	
	Building Address	Montpelier - 89 Main Street	
	Floor Level	3	
Occupant	Agency	(ELEC) Elected Office	
	Department	(S0S) Secretary of State	
	User Group	(OPR) Office of Professional Regulation	
Filled Out by the Respondent (Do not write above this line)			
Name	Marlene Betit		
Telephone	828-2477		
		Total #	Comments
Full Time	Employees	32	(1) with no office, (1) shared office
	Workstations	30	
Other - Part time/ Hotel	Employees	1	intern
	Workstations	2	(1) License renewal station
5-10 Year Staff Total (Estimate)	Full Time	DNK	dependent on legislation
	Other	2	intern desks
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	

Comments:

Close to maximum capacity and department has potential to grow with newly licensed professions (added professions=added positions)
And current licensed professions in state government may move to OPR (added positions from other State Agencies)
Current location was recently constructed specifically for OPR occupancy

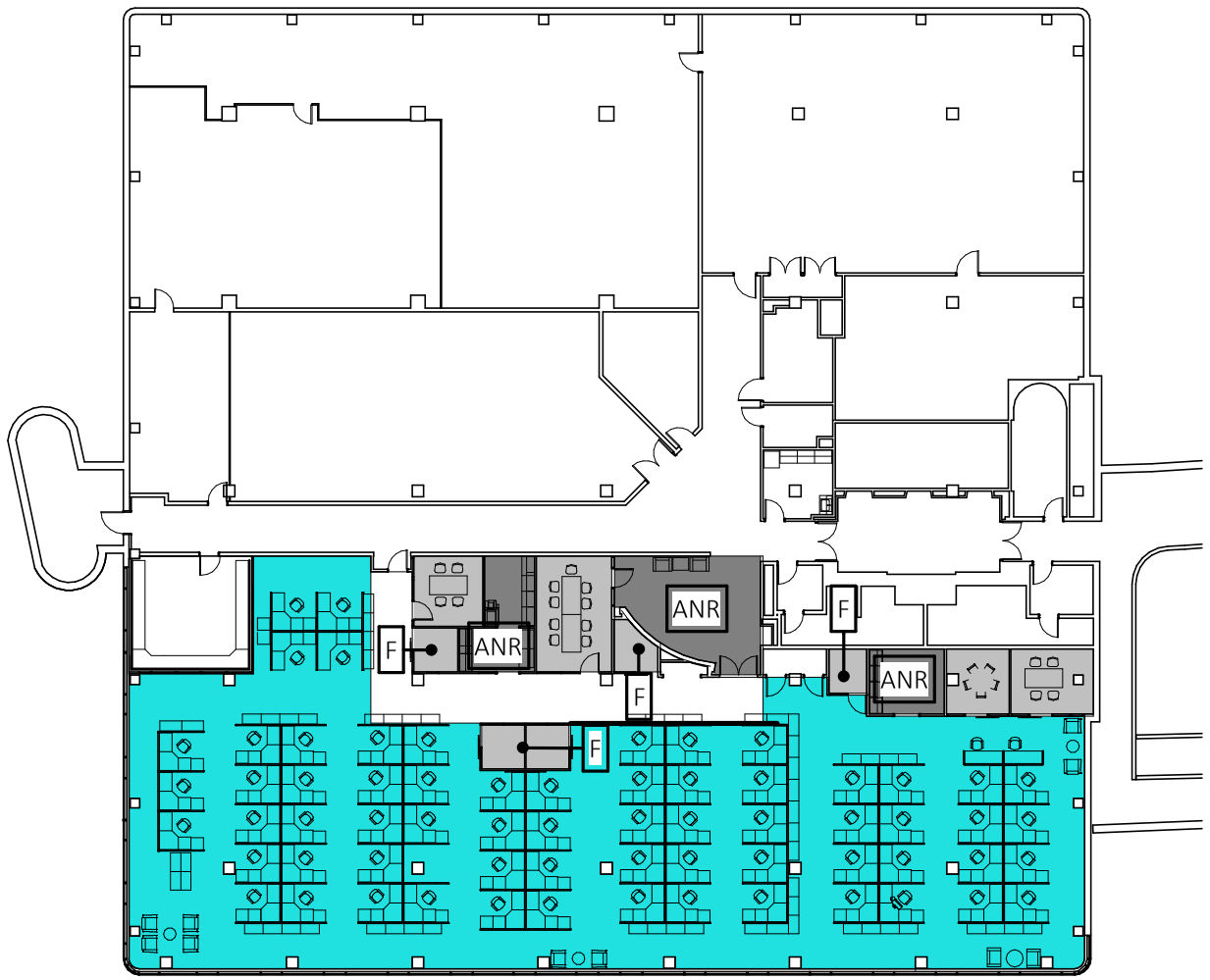
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
ANR	DEC-NATIONAL LIFE	LEVEL 1	6560 SF
			6560 SF
	SHARED SUPPORT	LEVEL 1	820 SF
			820 SF
ANR	SUPPORT	LEVEL 1	650 SF
			650 SF

USER GROUP

- DEC-NATIONAL LIFE
- SUPPORT
- SHARED SUPPORT

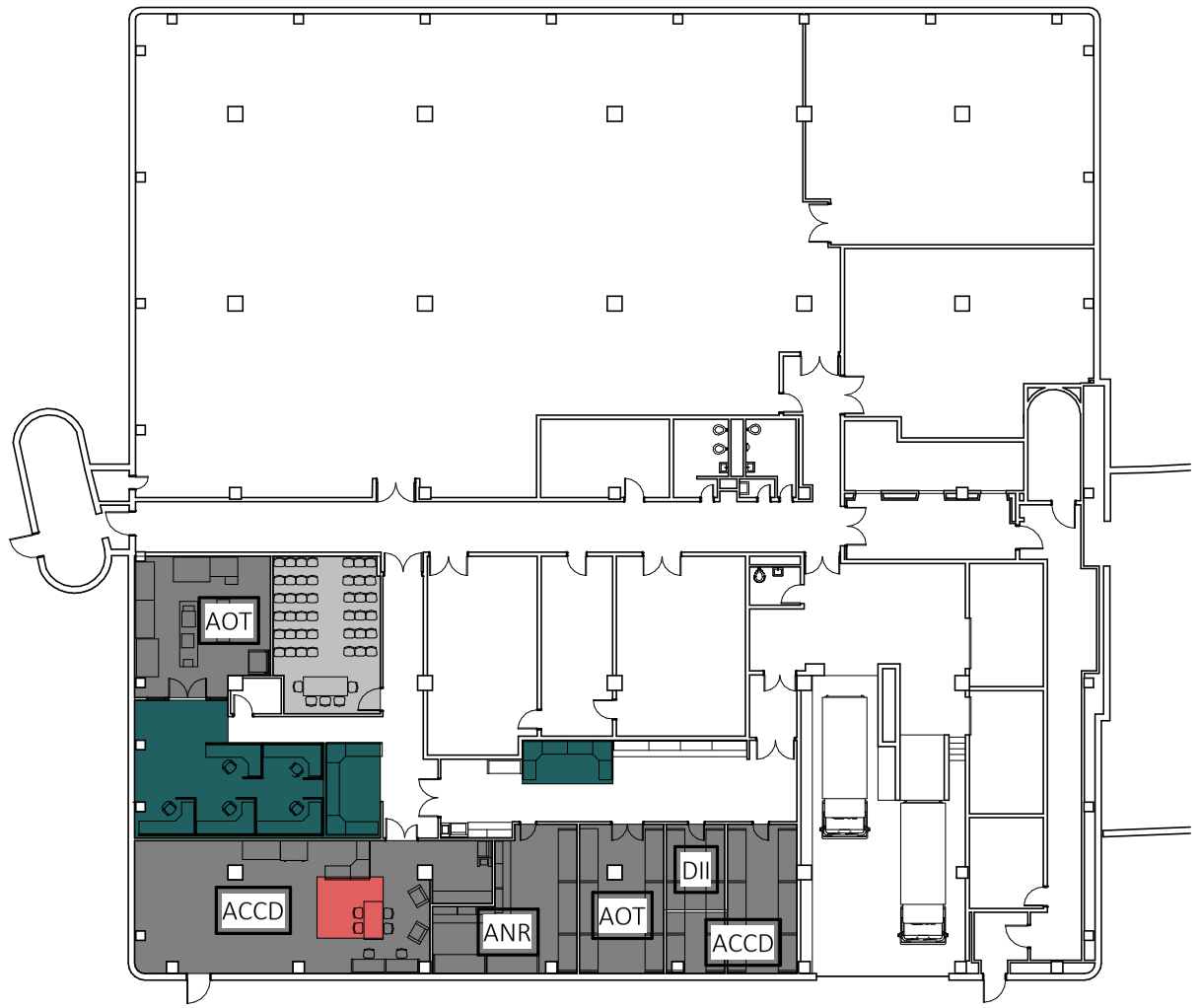


LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	(F&A) FINANCE & ADMINISTRATION	BASEMENT	780 SF
			780 SF
ACCD	HISTORIC PRESERVATION	BASEMENT	100 SF
			100 SF
	SHARED SUPPORT	BASEMENT	410 SF
			410 SF
	SUPPORT	BASEMENT	2595 SF
			2595 SF

USER GROUP

- (F&A) FINANCE & ADMINISTRATION
- HISTORIC PRESERVATION
- SUPPORT
- SHARED SUPPORT



BASEMENT

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	(F&A) FINANCE & ADMINISTRATION	Level 3	910 SF
			910 SF
AOT	(PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT	Level 3	2655 SF
			2655 SF
AGO	GCAL-TRANSPORTATION UNIT	Level 3	555 SF
			555 SF
AOT	HIGHWAYS	Level 3	9825 SF
			9825 SF
	SHARED SUPPORT	Level 3	1665 SF
			1665 SF
AOT	SUPPORT	Level 3	1340 SF
			1340 SF

USER GROUP

- (F&A) FINANCE & ADMINISTRATION
- (PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT
- GCAL-TRANSPORTATION UNIT
- HIGHWAYS
- SUPPORT
- SHARED SUPPORT



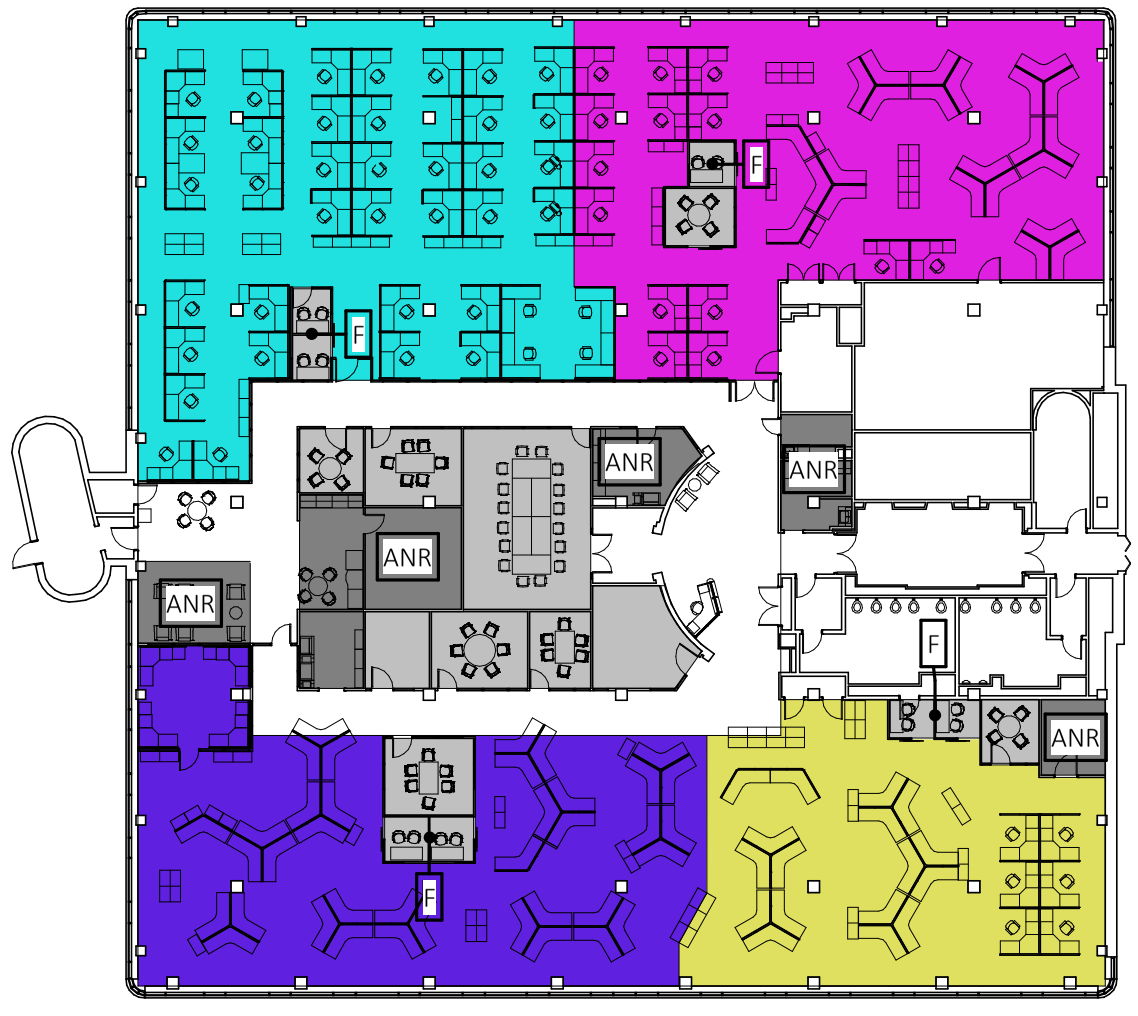
Level 3

AGENCY/DEPT	USER GROUP	LEVEL	AREA
ANR	DEC-NATIONAL LIFE	Level 2	4075 SF
			4075 SF
ANR	F&W-NATIONAL LIFE	Level 2	3355 SF
			3355 SF
ANR	FPR-NATIONAL LIFE	Level 2	3575 SF
			3575 SF
AOT	SECRETARY, MANAGEMENT SERVICES, PLANNING & LEGAL	Level 2	2430 SF
			2430 SF
	SHARED SUPPORT	Level 2	2165 SF
			2165 SF
ANR	SUPPORT	Level 2	1240 SF
			1240 SF

USER GROUP

- DEC-NATIONAL LIFE
- F&W-NATIONAL LIFE
- FPR-NATIONAL LIFE
- SECRETARY, MANAGEMENT SERVICES, PLANNING & LEGAL
- SUPPORT
- SHARED SUPPORT

north



Level 2

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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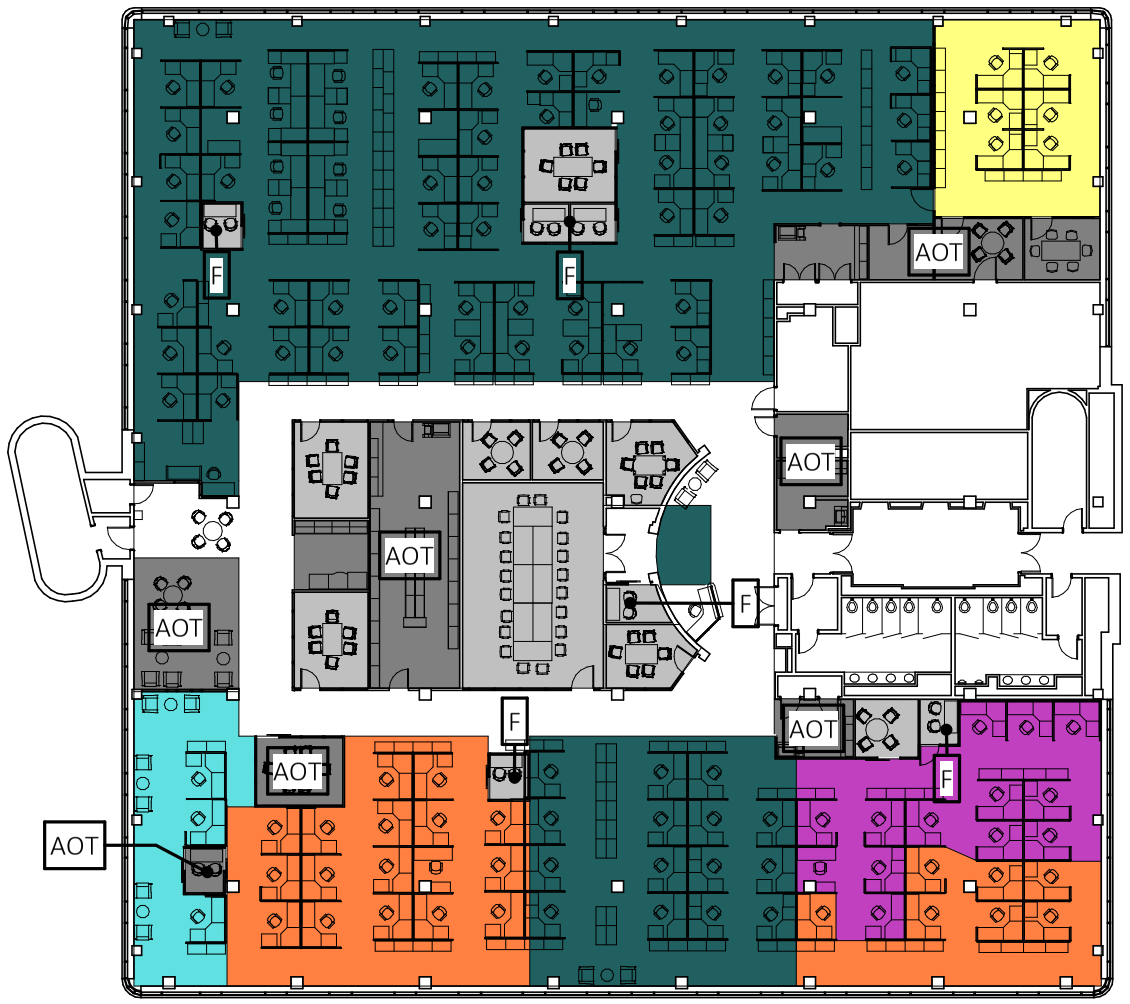
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	(F&A) FINANCE & ADMINISTRATION	Level 5	8040 SF
			8040 SF
AOT	(PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT	Level 5	2330 SF
			2330 SF
AOT	HIGHWAYS	Level 5	1115 SF
			1115 SF
AOT	HUMAN RESOURCES	Level 5	785 SF
			785 SF
AOT	SECRETARY OF TRANSPORTATION	Level 5	670 SF
			670 SF
	SHARED SUPPORT	Level 5	2035 SF
			2035 SF
AOT	SUPPORT	Level 5	1995 SF
			1995 SF

USER GROUP

- (F&A) FINANCE & ADMINISTRATION
- (PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT
- HIGHWAYS
- HUMAN RESOURCES
- SECRETARY OF TRANSPORTATION
- SUPPORT
- SHARED SUPPORT

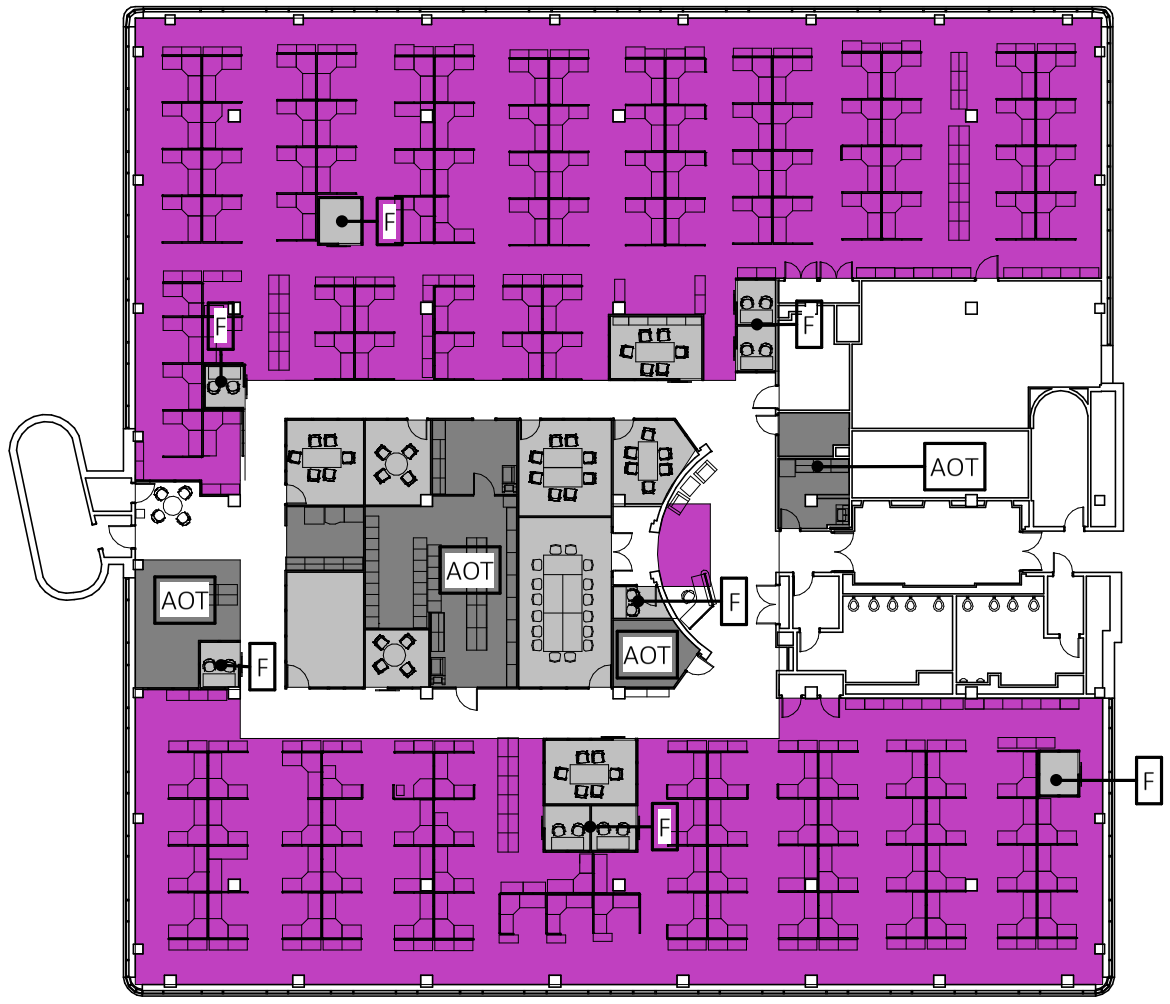


Level 5

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	HIGHWAYS	Level 4	13570 SF
			13570 SF
	SHARED SUPPORT	Level 4	2030 SF
			2030 SF
AOT	SUPPORT	Level 4	1460 SF
			1460 SF

USER GROUP

- HIGHWAYS
- SUPPORT
- SHARED SUPPORT



Level 4

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

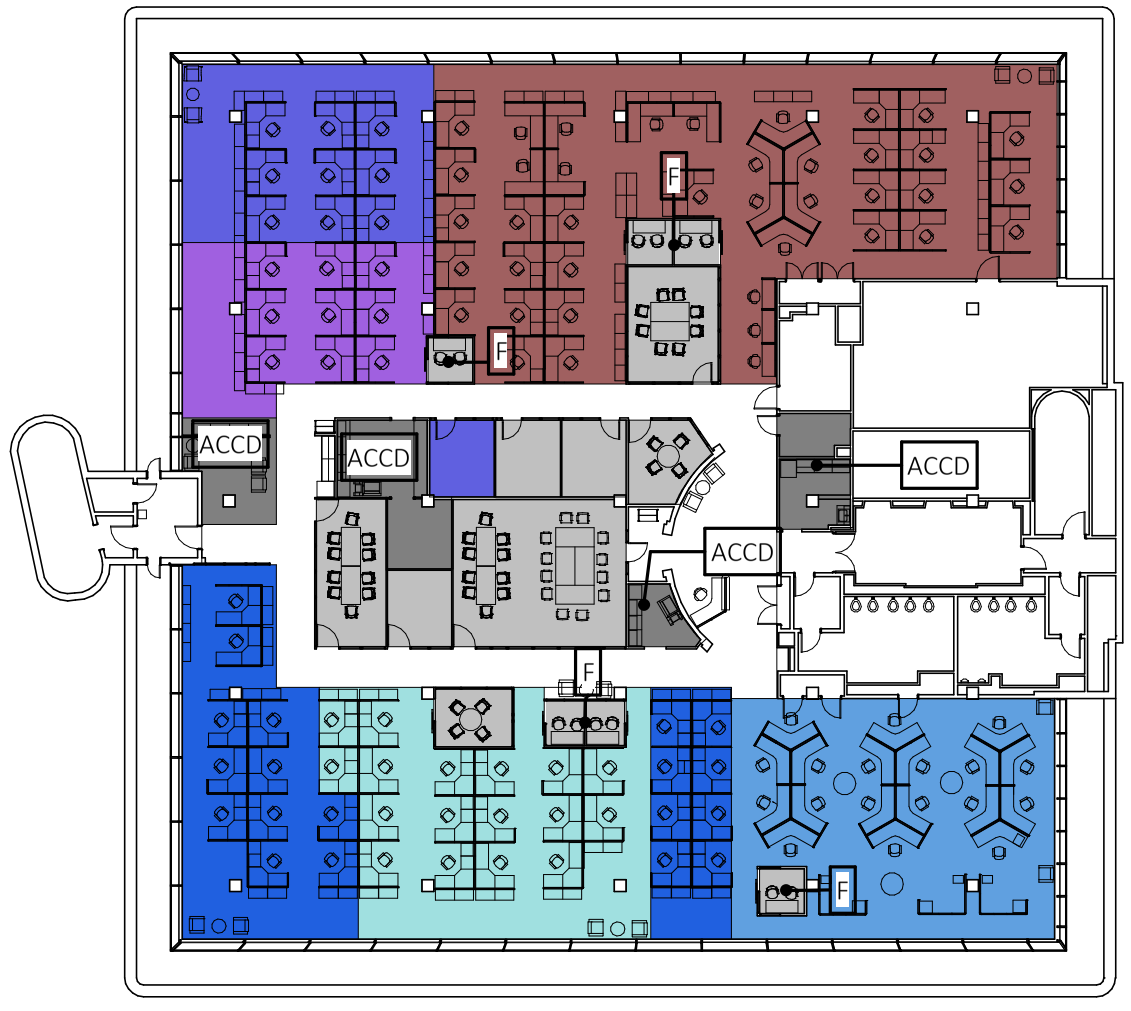
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
ACCD	ADMINISTRATION	Level 6	1745 SF
			1745 SF
ACCD	ECONOMIC DEVELOPMENT	Level 6	1645 SF
			1645 SF
ACCD	HOUSING & COMMUNITY DEVELOPMENT	Level 6	3695 SF
			3695 SF
ANR	IT- NATIONAL LIFE	Level 6	1830 SF
			1830 SF
	SHARED SUPPORT	Level 6	2035 SF
			2035 SF
ACCD	SUPPORT	Level 6	775 SF
			775 SF
ACCD	TOURISM & MARKETING DEPT.	Level 6	930 SF
			930 SF
ACCD	VERMONT LIFE	Level 6	1205 SF
			1205 SF

USER GROUP

- ADMINISTRATION
- ECONOMIC DEVELOPMENT
- HOUSING & COMMUNITY DEVELOPMENT
- IT- NATIONAL LIFE
- TOURISM & MARKETING DEPT.
- VERMONT LIFE
- SUPPORT
- SHARED SUPPORT



Level 6

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

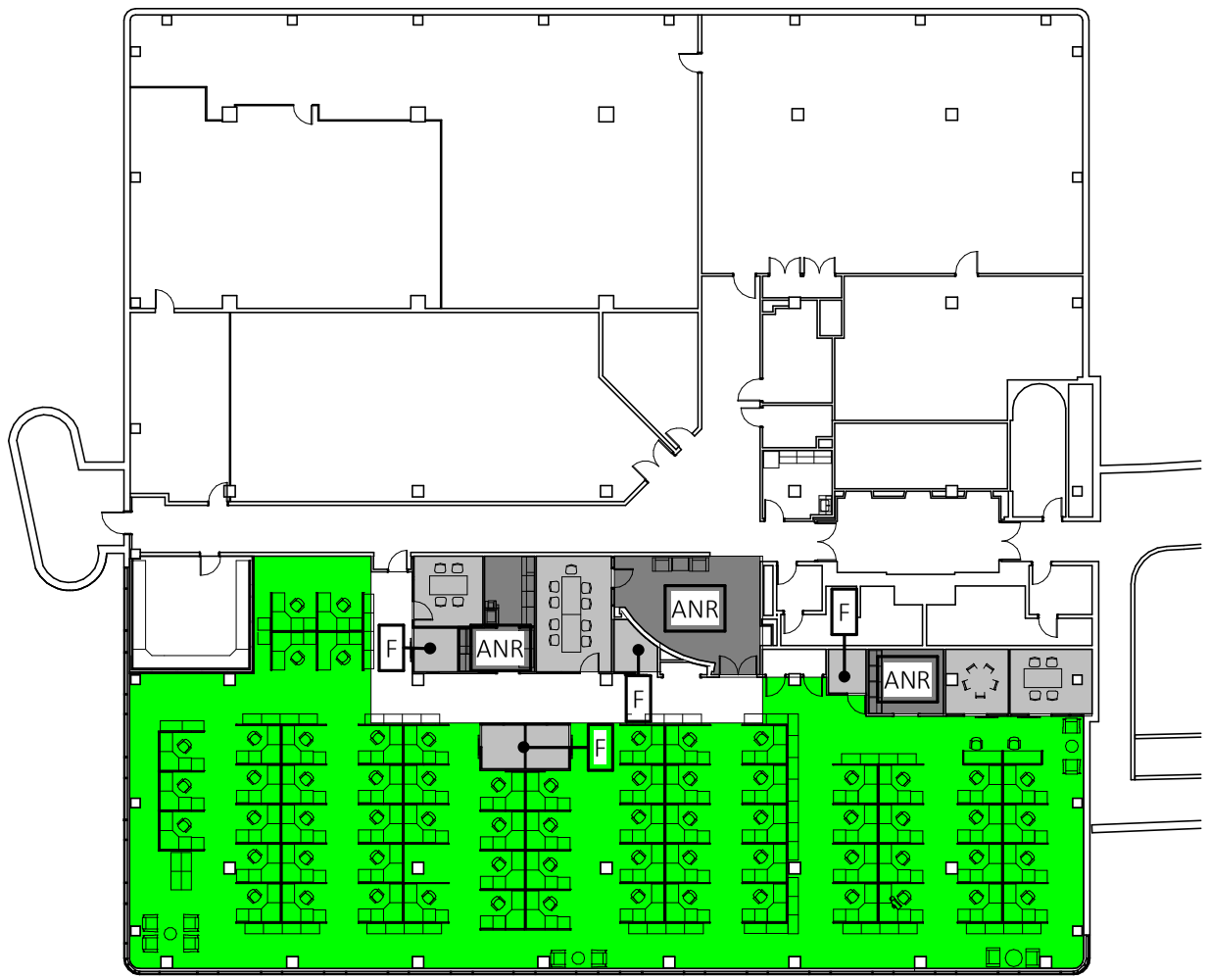
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
ANR	DEC-NATIONAL LIFE	LEVEL 1	96
	SHARED SUPPORT	LEVEL 1	n/a
ANR	SUPPORT	LEVEL 1	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 1

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	(F&A) FINANCE & ADMINISTRATION	BASEMENT	98
ACCD	HISTORIC PRESERVATION	BASEMENT	100
	SHARED SUPPORT	BASEMENT	n/a
	SUPPORT	BASEMENT	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



BASEMENT

MONTPELIER - NATIONAL LIFE - DAVIS

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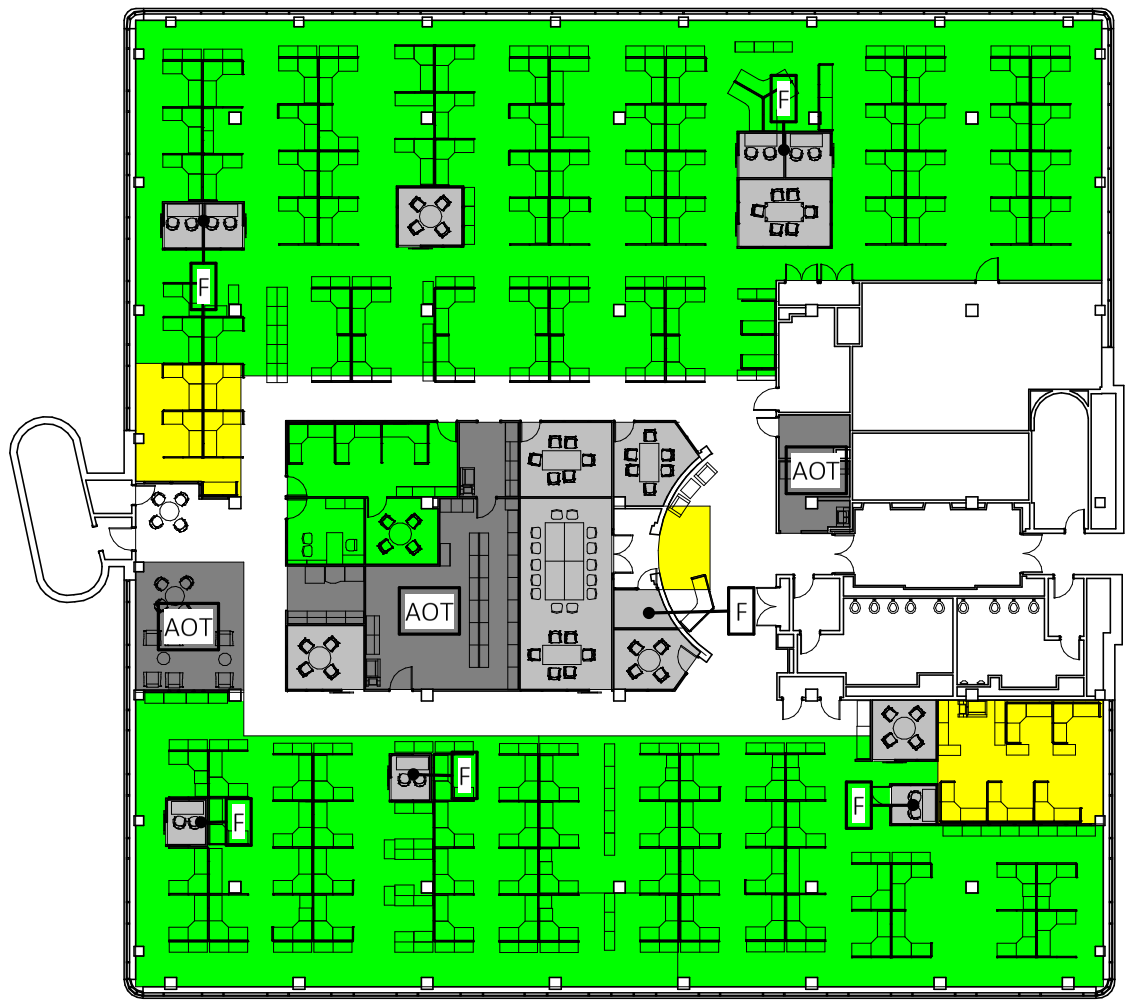
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	(F&A) FINANCE & ADMINISTRATION	Level 3	91
AOT	(PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT	Level 3	106
AGO	GCAL-TRANSPORTATION UNIT	Level 3	139
AOT	HIGHWAYS	Level 3	102
	SHARED SUPPORT	Level 3	n/a
AOT	SUPPORT	Level 3	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



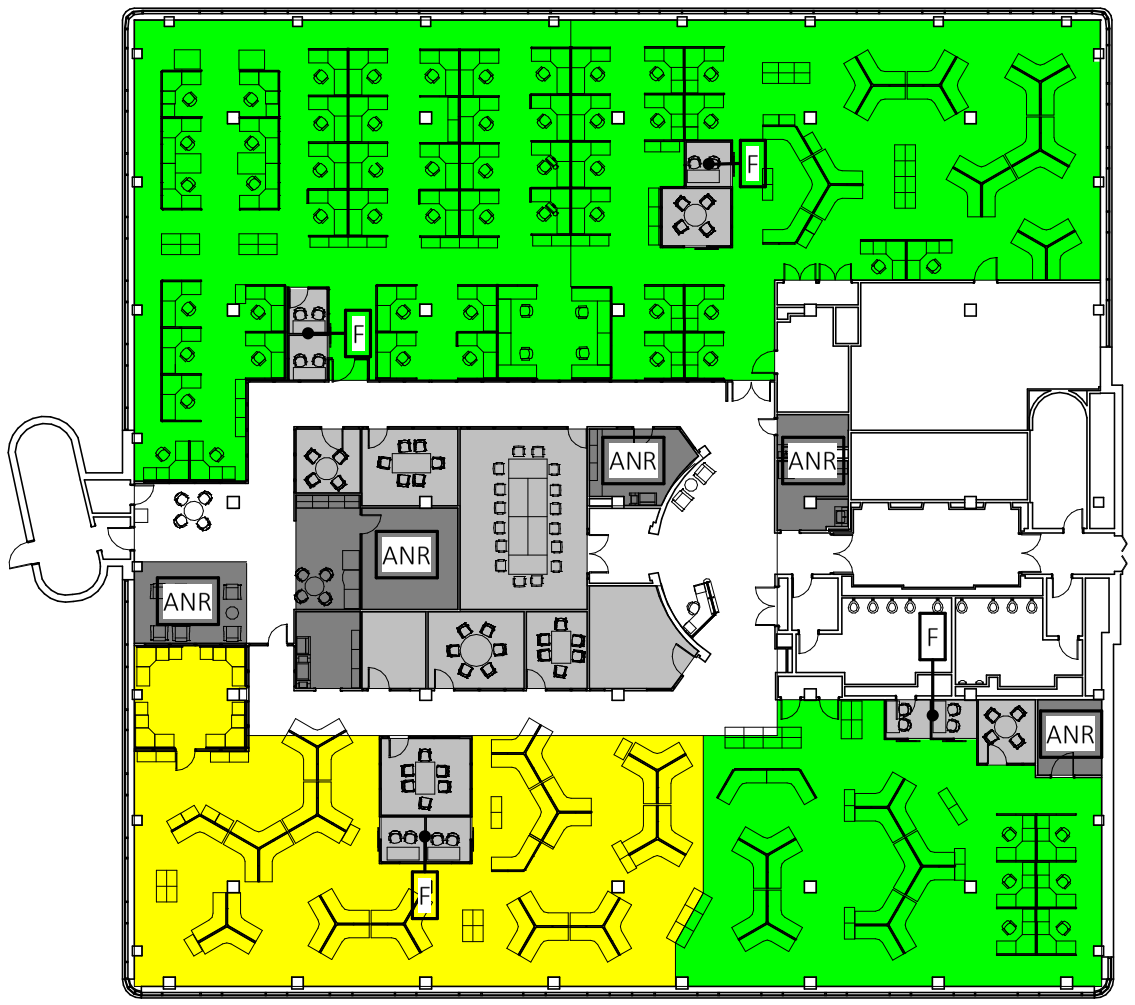
LEVEL 3

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
ANR	DEC-NATIONAL LIFE	Level 2	97
ANR	F&W-NATIONAL LIFE	Level 2	88
ANR	FPR-NATIONAL LIFE	Level 2	97
AOT	SECRETARY, MANAGEMENT SERVICES, PLANNING & LEGAL	Level 2	122
	SHARED SUPPORT	Level 2	n/a
ANR	SUPPORT	Level 2	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

north



LEVEL 2

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

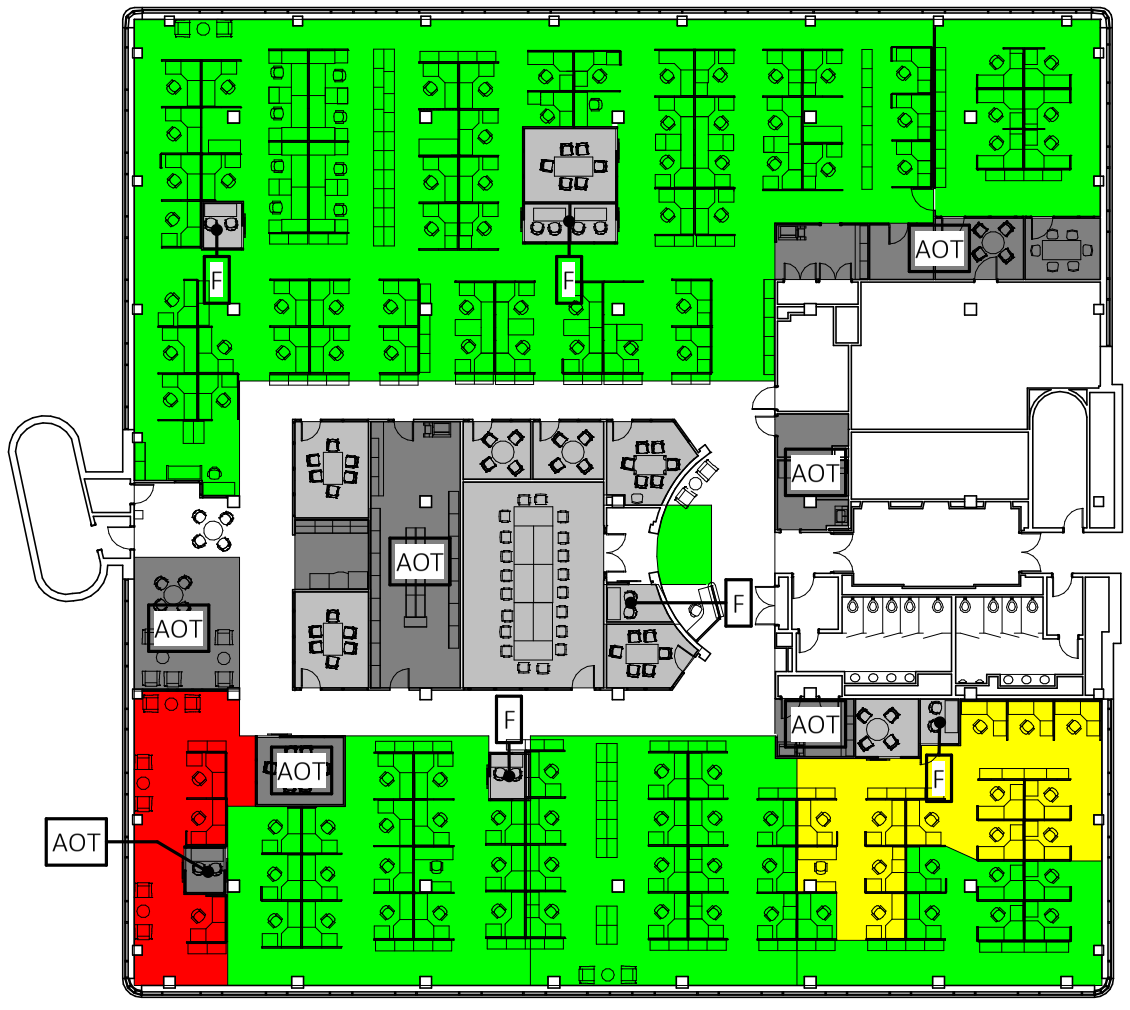
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	(F&A) FINANCE & ADMINISTRATION	Level 5	106
AOT	(PPAID) POLICY, PLANNING & INTERMODAL DEVELOPMENT	Level 5	97
AOT	HIGHWAYS	Level 5	86
AOT	HUMAN RESOURCES	Level 5	131
AOT	SECRETARY OF TRANSPORTATION	Level 5	223
	SHARED SUPPORT	Level 5	n/a
AOT	SUPPORT	Level 5	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



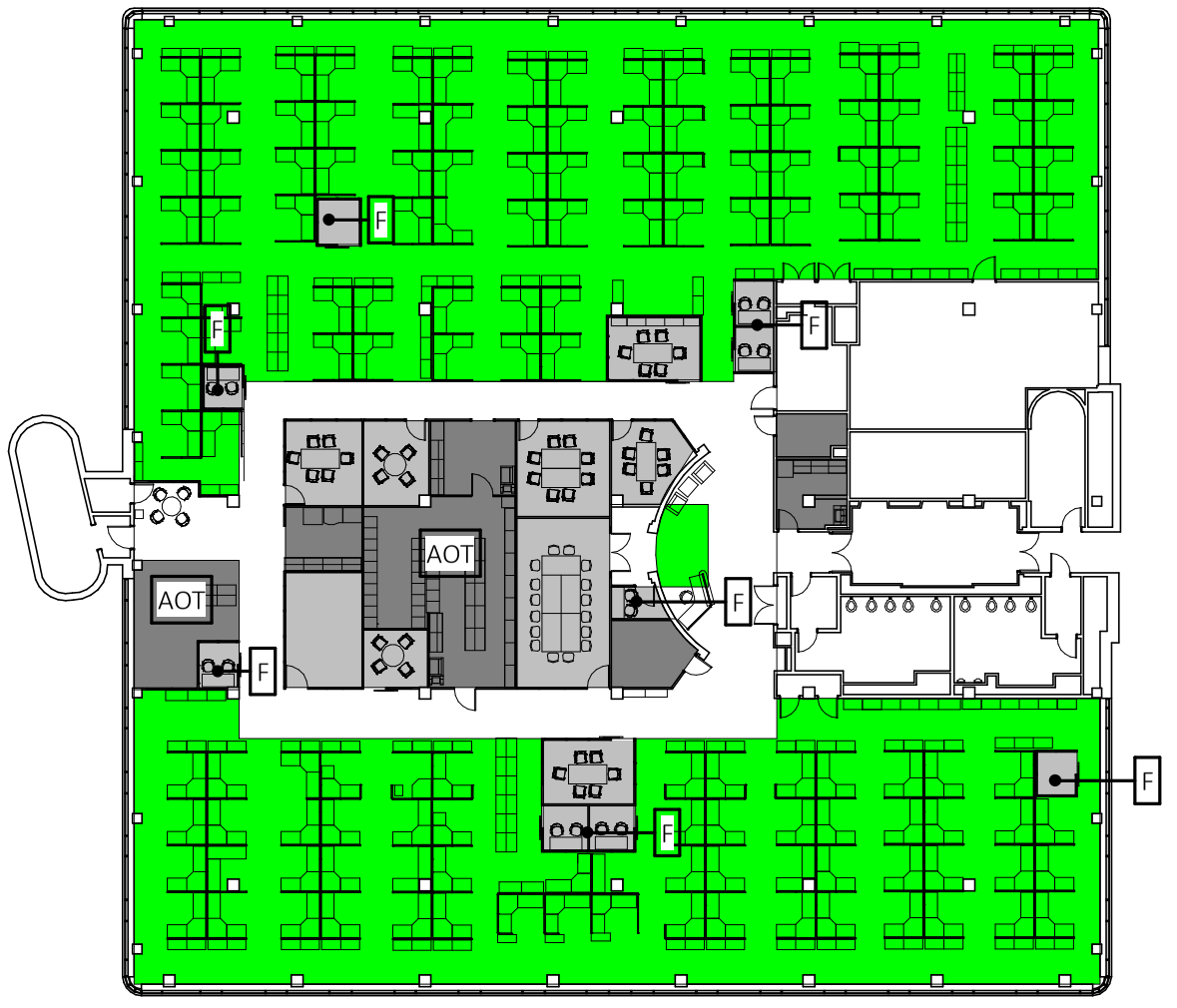
LEVEL 5

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	HIGHWAYS	Level 4	101
	SHARED SUPPORT	Level 4	n/a
AOT	SUPPORT	Level 4	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

north



LEVEL 4

MONTPELIER - NATIONAL LIFE - DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
ACCD	ADMINISTRATION	Level 6	87
ACCD	ECONOMIC DEVELOPMENT	Level 6	103
ACCD	HOUSING & COMMUNITY DEVELOPMENT	Level 6	92
ANR	IT- NATIONAL LIFE	Level 6	87
	SHARED SUPPORT	Level 6	n/a
ACCD	SUPPORT	Level 6	n/a
ACCD	TOURISM & MARKETING DEPT.	Level 6	103
ACCD	VERMONT LIFE	Level 6	121

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 6

BGSP-NATIONAL LIFE-DAVIS

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-6A	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ACCD) Agency of Commerce & Community Development	
	Department	Administration	
	User Group	Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	20	(24) to (26) in February 2015
	Workstations	20	
Other - Part time/ Hotel	Employees	2	interns
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	26	
	Other	2	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Open Concept = Noisy; Outside groups use conference rooms

Comments:

Corner sitting areas at perimeter walking space are not useful for breaks or lunch - good for views
Majority of storage is off- site

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-6B	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ACCD) Agency of Commerce & Community Development	
	Department	(DHCD) Department of Housing and Community Development	
	User Group	Housing & Community Development	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	37	+ (3) at historic sites (Bennington, Plymouth, & Chimney point)
	Workstations	37	
Other - Part time/ Hotel	Employees	3	(1) PT, (2) interns
	Workstations	3	(3) hotel
5-10 Year Staff Total (Estimate)	Full Time	37	
	Other	3	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Open Concept = Noisy; Outside groups use conference rooms
Comments: Corner sitting areas at perimeter walking space are not useful for breaks or lunch - good for views Majority of storage is off- site			

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-6C	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ACCD) Agency of Commerce & Community Development	
	Department	(VDTM) Department of Tourism & Marketing	
	User Group	Tourism & Marketing	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	9	
	Workstations	9	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Open Concept = Noisy; Outside groups use conference rooms.

Comments:

Needs to be located next to VT Life Mag User Group
Corner sitting areas at perimeter walking space are not useful for breaks or lunch - good for views
Majority of storage is off- site

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-6D	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ACCD) Agency of Commerce & Community Development	
	Department	(VDTM) Department of Tourism & Marketing	
	User Group	Vermont Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	9	
	Workstations	9	Including (1) private imaging office
Other - Part time/ Hotel	Employees	0	
	Workstations	1	(1) float cubicle
5-10 Year Staff Total (Estimate)	Full Time	9	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Open Concept = Noisy; Outside groups use conference rooms

Comments:

Needs to be located next to Tourism & Marketing Dept
Corner sitting areas at perimeter walking space are not useful for breaks or lunch - good for views
Majority of storage is off- site

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-6E	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ACCD) Agency of Commerce & Community Development	
	Department	(DED) Department of Economic Development	
	User Group	Economic Development	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	15	+ (3) Remote employees - Springfield, Rutland, & Burlington
	Workstations	15	
Other - Part time/ Hotel	Employees	1	temp
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	20	growth in EB-5 Compliance department
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	Open Concept = Noisy; Outside groups use conference rooms

Comments:

Corner sitting areas at perimeter walking space are not useful for breaks or lunch - good for views
Majority of storage is off- site

Filled out by Black River Design, Architects			
Date of Interview	17-Dec-14		
Cell Name		NL-Davis-0A	
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	Basement	
Occupant	Agency	(ACCD) Agency of Commerce + Community Development	
	Department	(DHCD) Department of Housing & Community Development	
	User Group	Historic Preservation	
Filled Out by the Respondent (Do not write above this line)			
Name	Kathy Thayer Gosselin		
Telephone	249-2078		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	1	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	

Comments:

November 2015, all docs should be digitized & available by 2016. Currently under the Parks Department and is partially federally funded.
Space could accommodate (8) people, but would need to be leased from National Life
Cold, mice

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Davis-0B, NL-Davis-3A, NL-Davis-5A		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	Basement, 3, 5	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department of Transportation	
	User Group	(F&A) Finance & Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	90	(8) - basement (10) - 3rd Flr (72) - 5th Flr
	Workstations	93	(8) - basement (10) - 3rd Flr (75) - 5th Flr
Other - Part time/ Hotel	Employees	1	(1) temp - 5th Flr
	Workstations	1	(1) - 5th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Davis-5D		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	5	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department of Transportation	
	User Group	Secratary of Transportation	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	3	
	Workstations	3	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: Focus room and Team room adjacent to this area is reserved for Secretary of Transportation			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Davis-3B, NL-Davis-4A, NL-Davis-5B		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	3, 4, 5	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) - Vermont Department of Transportation	
	User Group	Highways	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	224	(82) - 3rd Flr (129) - 4th Flr (13) - 5th Flr
	Workstations	234	(91) - 3rd Flr (130) - 4th Flr (13) - 5th Flr
Other - Part time/ Hotel	Employees	9	(5) temps - 3rd Flr (4) temps - 4th Flr
	Workstations	9	(5) - 3rd Flr (4) - 4th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Davis-3C, NL-Davis-5C		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	3, 5	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department	
	User Group	(PPAID) Policy, Planning & Intermodal Development	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	45	(25) - 3rd Flr (20) - 5th Flr
	Workstations	45	(25) - 3rd Flr (20) - 5th Flr
Other - Part time/ Hotel	Employees	3	(3) temps - 5th Flr
	Workstations	4	(1) hotel - 5th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Davis-3D		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	3	
Occupant	Agency	(ELEC) Elected Offices	
	Department	(AGO) Office of the Attorney General	
	User Group	GCAL - Transportation Unit	
Filled Out by the Respondent (Do not write above this line)			
Name	Susanne Young		
Telephone	828-3175		
		Total #	Comments
Full Time	Employees	4	
	Workstations	4	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	6	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	5	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Davis-1A, NL-Davis-2A		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	1, 2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(DEC) Department of Environmental Conservation	
	User Group	DEC - National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Joanna Pallito		
Telephone	490-6238		
		Total #	Comments
Full Time	Employees	93	(58) - 1st Flr (35) - 2nd Flr
	Workstations	96	(60) - 1st Flr (36) - 2nd Flr
Other - Part time/ Hotel	Employees	12	(6) temps - 1st Flr (6) temps - 2nd Flr
	Workstations	14	(2) hotel - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	93	
	Other	12	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Workspace extremely tight in several areas - not much community or break space			

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Davis-2B		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	Central Office	
	User Group	Secretary, Management Services, Planning & Legal	
Filled Out by the Respondent (Do not write above this line)			
Name	Trey Martin (via Brenda Berry)		
Telephone	238-8923		
		Total #	Comments
Full Time	Employees	19	
	Workstations	20	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	25	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	4	ANR leased storage off-site

Comments:

Limited room for growth
Limited storage, focus, and large conference space
High volume of traffic to garage and smoking area

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Davis-2C		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(FPR) Department of Forest, Parks, & Recreation	
	User Group	FPR - National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Tracy Zeno		
Telephone	828-1534		
		Total #	Comments
Current Staff Total (Today)	Full Time	30	
	Other Desks	32	
5 Year Staff Total (Estimate)	Full Time	5	seasonal/temps
	Other Desks	5	
10 Year Staff Total (Estimate)	Full Time	DNK	
	Other Desks	DNK	
Space Quality Rank (1=low to 10=high) Based on quantity of space for function	Work Space Rank	5	

Could use more focus room space (in high demand)

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Davis-2D		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(F&W) Fish and Wildlife Department	
	User Group	F&W - National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Kim Royar		
Telephone	747-8412		
		Total #	Comments
Full Time	Employees	32	
	Workstations	32	
Other - Part time/ Hotel	Employees	6	interns
	Workstations	6	
5-10 Year Staff Total (Estimate)	Full Time	37	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	
Comments: Lack of breakout space and storage			

Filled out by Black River Design, Architects			
Date of Interview	No Interview		
Cell Name	NL-Davis-5E		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	5	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department	
	User Group	Human Resources	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		#	Comments
Full Time	Employees	6	
	Workstations	6	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	Unknown	
	Other	Unknown	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Davis-6F		
	Building Address	Montpelier - National Life - Davis Bldg	
	Floor Level	6	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(IT) Information Technology	
	User Group	IT- National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Bob Hammerl		
Telephone	522-5646		
		Total #	Comments
Full Time	Employees	19	
	Workstations	20	
Other - Part time/ Hotel	Employees	1	temp
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	
Comments: Limited room for growth			

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AGENCY/DEPT	USER GROUP	LEVEL	AREA
ANR	(DEC) DEPARTMENT OF ENVIRONMENTAL CONSERVATION	Level 1	200 SF
			200 SF
ANR	(NRB) NATURAL RESOURCES BOARD	Level 1	1525 SF
			1525 SF
AOT	HIGHWAYS	Level 1	3115 SF
			3115 SF
	SHARED SUPPORT	Level 1	2350 SF
			2350 SF
	SUPPORT	Level 1	7440 SF
			7440 SF

USER GROUP

- (DEC) DEPARTMENT OF ENVIRONMENTAL CONSERVATION
- (NRB) NATURAL RESOURCES BOARD
- HIGHWAYS
- SUPPORT
- SHARED SUPPORT



LEVEL 1

MONTPELIER - NATIONAL LIFE - DEWEY

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

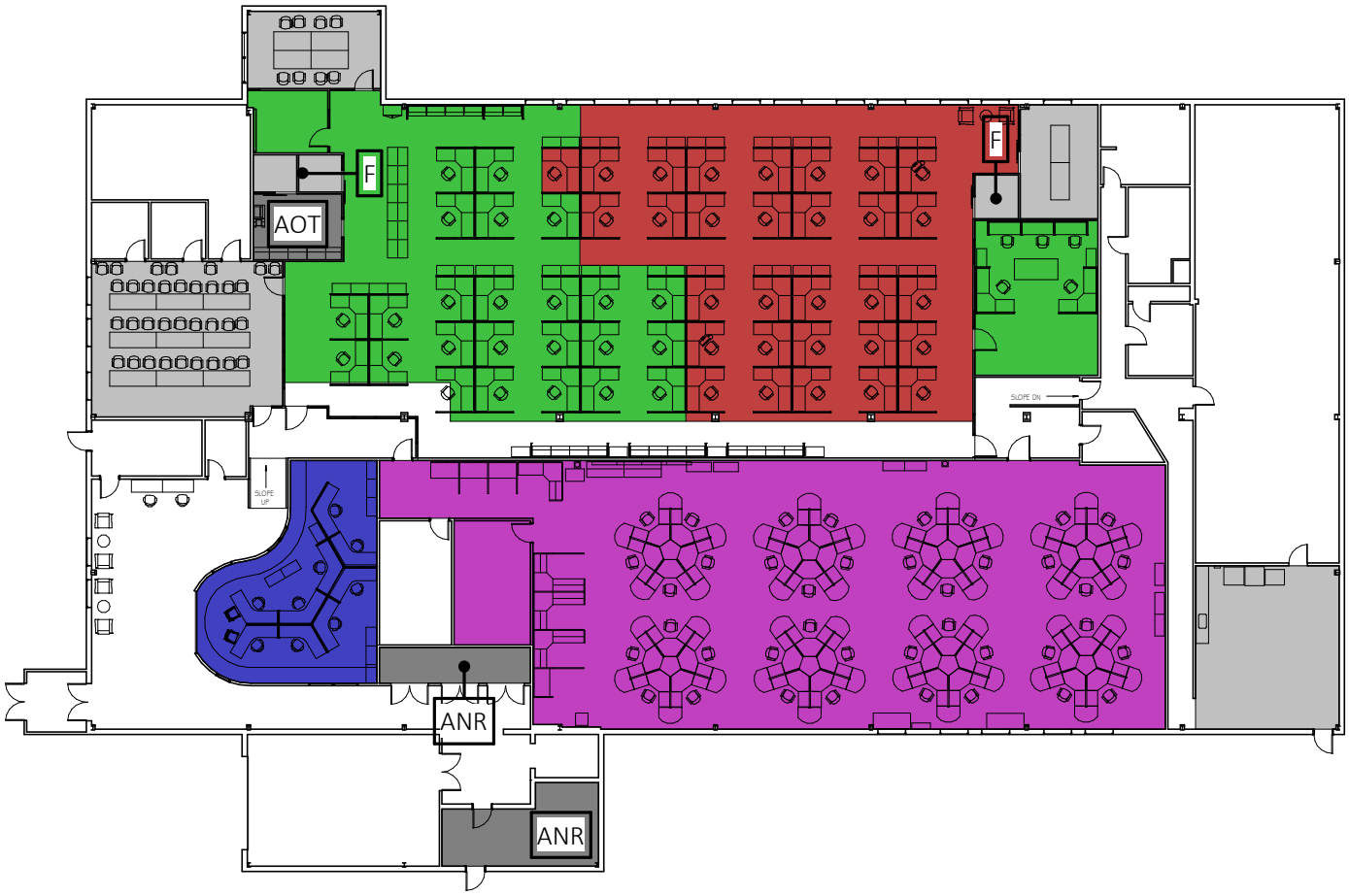
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AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOT	(F&A) FINANCE & ADMINISTRATION	Level 2	2910 SF
			2910 SF
DOL	CALL CENTER	Level 2	4860 SF
			4860 SF
ANR	F&W-NATIONAL LIFE	Level 2	780 SF
			780 SF
AOT	HIGHWAYS	Level 2	3045 SF
			3045 SF
	SHARED SUPPORT	Level 2	1995 SF
			1995 SF
	SUPPORT	Level 2	565 SF
			565 SF

USER GROUP

- (F&A) FINANCE & ADMINISTRATION
- CALL CENTER
- F&W-NATIONAL LIFE
- HIGHWAYS
- SUPPORT
- SHARED SUPPORT



LEVEL 2

MONTPELIER - NATIONAL LIFE - DEWEY

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
ANR	(DEC) DEPARTMENT OF ENVIRONMENTAL CONSERVATION	Level 1	100
ANR	(NRB) NATURAL RESOURCES BOARD	Level 1	153
AOT	HIGHWAYS	Level 1	94
	SHARED SUPPORT	Level 1	n/a
	SUPPORT	Level 1	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 1

MONTPELIER - NATIONAL LIFE - DEWEY

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

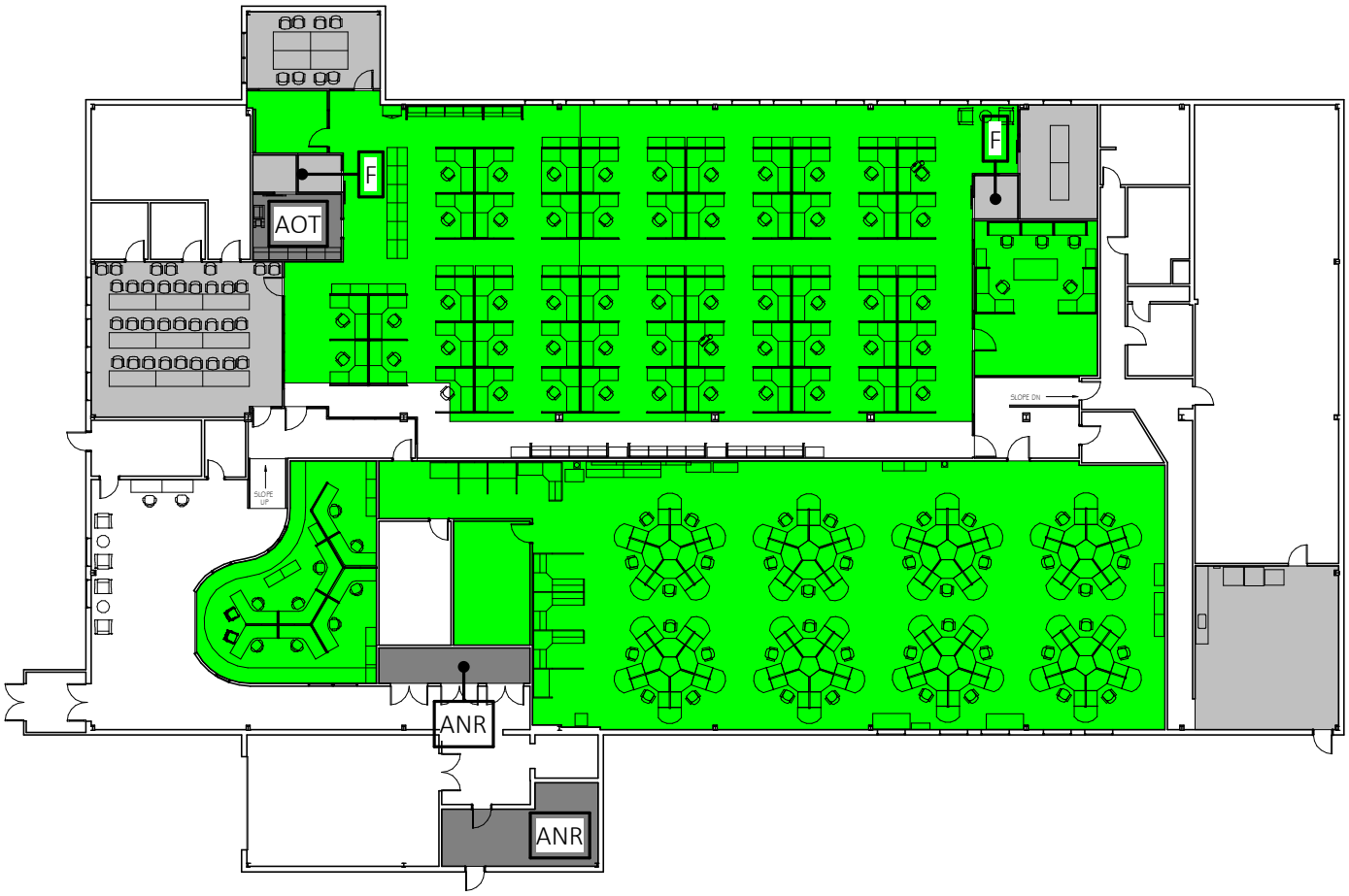
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AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOT	(F&A) FINANCE & ADMINISTRATION	Level 2	104
DOL	CALL CENTER	Level 2	93
ANR	F&W-NATIONAL LIFE	Level 2	98
AOT	HIGHWAYS	Level 2	105
	SHARED SUPPORT	Level 2	n/a
	SUPPORT	Level 2	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 2 SPACE UTILIZATION

NATIONAL LIFE - DEWEY

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BUILDINGS & GENERAL SERVICES WORKING TOGETHER TO SERVE VERMONT

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Dewey-1A, NL-Dewey-2A		
	Building Address	Montpelier - National Life - Dewey Bldg	
	Floor Level	1, 2	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department of Transportation	
	User Group	Highways	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	52	(29) - 1st Flr (23) - 2nd Flr
	Workstations	54	(29) - 1st Flr (25) - 2nd Flr
Other - Part time/ Hotel	Employees	7	(3) temps - 1st Flr (4) temps - 2nd Flr
	Workstations	8	(1) hotel - 1st Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	23-Jan-15		
Cell Name	NL-Dewey-2B		
	Building Address	Montpelier - National Life - Dewey Bldg	
	Floor Level	2	
Occupant	Agency	(AOT) Agency of Transportation	
	Department	(VTRANS) Vermont Department of Transportation	
	User Group	(F&A) Finance & Administration	
Filled Out by the Respondent (Do not write above this line)			
Name	Joan Stewart		
Telephone	828-3505		
		Total #	Comments
Full Time	Employees	27	
	Workstations	28	
Other - Part time/ Hotel	Employees	0	
	Workstations	0	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Dewey-2C		
	Building Address	Montpelier - National Life - Dewey Bldg	
	Floor Level	2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(F&W) Fish and Wildlife Department	
	User Group	F&W - National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Kim Royar		
Telephone	747-8412		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	3	(1) to (3) seasonal temps
	Workstations	3	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	NL-Dewey-1B		
	Building Address	Montpelier - National Life - Dewey Bldg	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(NRB) National Resourses Board	
	User Group	(NRB) National Resourses Board	
Filled Out by the Respondent (Do not write above this line)			
Name	Kimberley Lashua		
Telephone	828-5441		
		Total #	Comments
Full Time	Employees	9	
	Workstations	9	
Other - Part time/ Hotel	Employees	1	intern
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	6	
Comments:			

Open office, no privacy
Confidential work needs to be in team or focus room
Convenient to be near ANR

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	NL-Dewey-2D		
	Building Address	Montpelier - National Life - Dewey Bldg	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DOL) Department of Labor	
	User Group	Call Center	
Filled Out by the Respondent (Do not write above this line)			
Name	Tom Tomasi		
Telephone	828-54376		
		Total #	Comments
Full Time	Employees	38	
	Workstations	46	
Other - Part time/ Hotel	Employees	4	(4) temps
	Workstations	6	(2) training
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	Unknown	
Comments: # of employees varies dependent on unemployment			

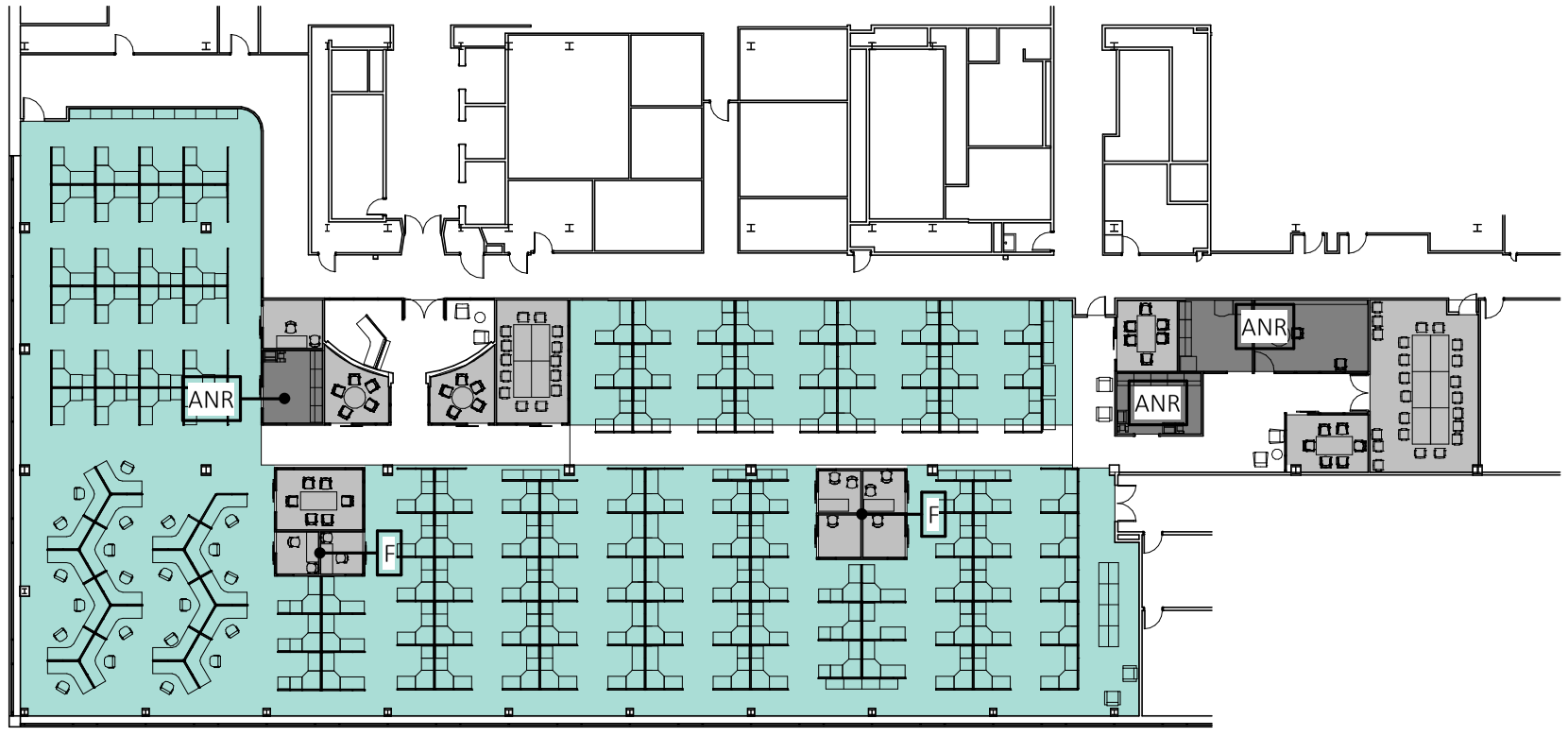
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north

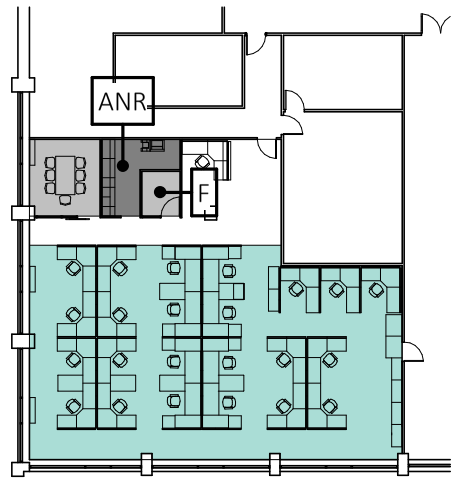
USER GROUP

- DEC-NATIONAL LIFE
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
ANR	DEC-NATIONAL LIFE	Level 1	1880 SF
	SHARED SUPPORT	Level 1	175 SF
ANR	SUPPORT	Level 1	100 SF
			2155 SF
ANR	DEC-NATIONAL LIFE	Level 2	11095 SF
	SHARED SUPPORT	Level 2	1725 SF
ANR	SUPPORT	Level 2	630 SF
			13450 SF



LEVEL 2



LEVEL 1

MONTPELIER - NATIONAL LIFE - MAIN

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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north

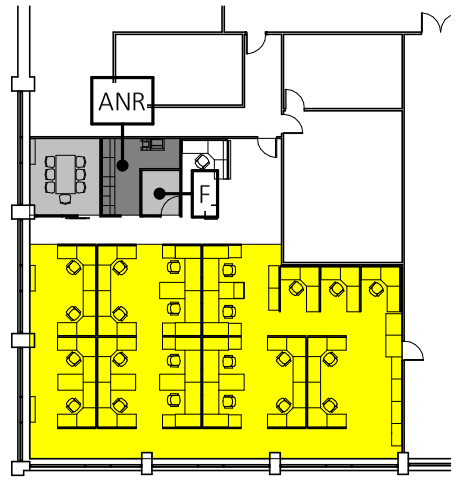
SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
ANR	DEC-NATIONAL LIFE	Level 1	72
	SHARED SUPPORT	Level 1	n/a
ANR	SUPPORT	Level 1	n/a
ANR	DEC-NATIONAL LIFE	Level 2	77
	SHARED SUPPORT	Level 2	n/a
ANR	SUPPORT	Level 2	n/a



LEVEL 2



LEVEL 1

MONTPELIER - NATIONAL LIFE - MAIN

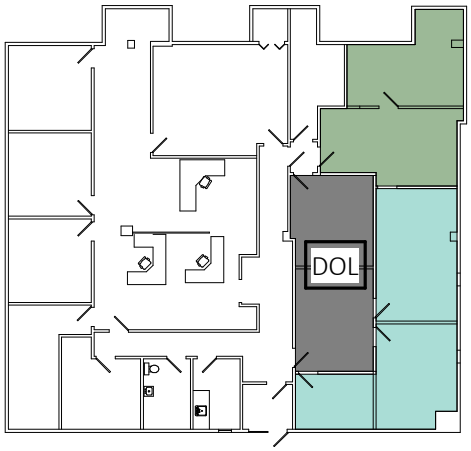
07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

Filled out by Black River Design, Architects			
Date of Interview	22-Jan-15		
Cell Name	NL-Main-1A, NL-Main-2A		
	Building Address	Montpelier - National Life - Main Bldg	
	Floor Level	1, 2	
Occupant	Agency	(ANR) Agency of Natural Resourses	
	Department	(DEC) Department of Environmental Conservation	
	User Group	DEC - National Life	
Filled Out by the Respondent (Do not write above this line)			
Name	Joanna Pallito		
Telephone	490-6238		
		Total #	Comments
Full Time	Employees	144	(19) - 1st Flr (125) - 2nd Flr
	Workstations	159	(20) - 1st Flr (136) - 2nd Flr
Other - Part time/ Hotel	Employees	12	(6) temps - 1st Flr (6) temps - 2nd Flr
	Workstations	15	(3) hotel - 2nd Flr
5-10 Year Staff Total (Estimate)	Full Time	174	All additional staff would be added to 2nd floor
	Other	12	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	3	
Comments: Limited break, community, and large meeting areas			

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LEVEL 2

USER GROUP

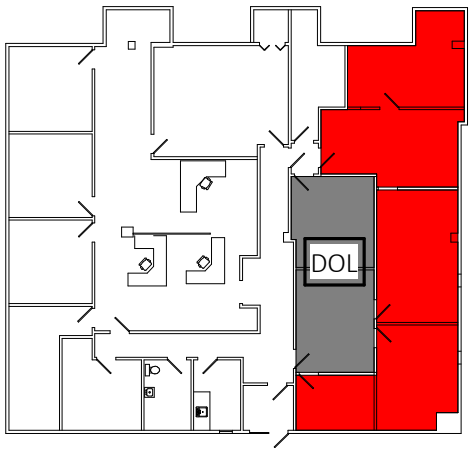
- VOSHA
- WORKFORCE DEVELOPMENT
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DOL	SUPPORT	Level 2	380 SF
			380 SF
DOL	VOSHA	Level 2	575 SF
			575 SF
DOL	WORKFORCE DEVELOPMENT	Level 2	465 SF
			465 SF

NOTE: PLANS TO LEVEL 1 UNAVAILABLE
AGENCY/DEPT- AHS, USER GROUP-GUARDIAN SERVICES, AREA- ESTIMATED 1,300 SF

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LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DOL	SUPPORT	Level 2	n/a
DOL	VOSHA	Level 2	192
DOL	WORKFORCE DEVELOPMENT	Level 2	233

NOTE: PLANS TO LEVEL 1 UNAVAILABLE
AGENCY/DEPT- AHS, USER GROUP-GUARDIAN SERVICES, SF/WKSTN- ESTIMATED 117

MONTPELIER - RIVER 81-83
07/31/15 scale: 1" = 30'-0"
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

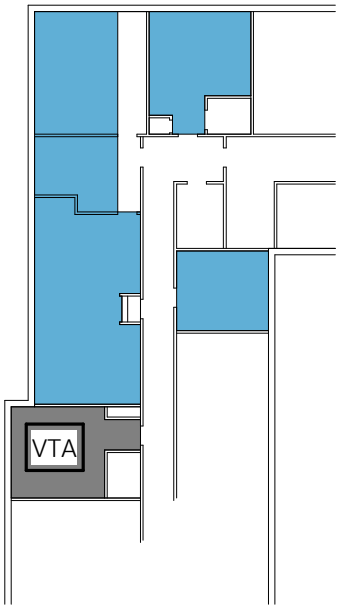
Filled out by Black River Design, Architects			
Date of Interview	12-Feb-15		
Cell Name	River-81-83-1A		
	Building Address	Montpelier- 81-83 River Street	
	Floor Level	1	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging, and Independent Living	
	User Group	Guardian Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Gordon Bullard		
Telephone	828-2143		
		Total #	Comments
Full Time	Employees	5	
	Workstations	5	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	5	
	Other	1	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	

This leased space lacks a conference room, however there is a table set up in an open area that meets the conference room requirement - closing adjacent office doors is required during conferencing

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	River-81-83-2A		
	Building Address	Montpelier- 81-83 River Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DOL) Department of Labor	
	User Group	VOSHA	
Filled Out by the Respondent (Do not write above this line)			
Name	Tom Tomasi		
Telephone	828-4376		
		Total #	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	1	(1) field
	Workstations	3	(2) positions posted
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	move to 5 GMDrive or home office

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	River-81-83-2B		
	Building Address	Montpelier- 81-83 River Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DOL) Department of Labor	
	User Group	Workforce Development	
Filled Out by the Respondent (Do not write above this line)			
Name	Tom tomasi		
Telephone	828-4376		
		Total #	Comments
Full Time	Employees	0	
	Workstations	0	
Other - Part time/ Hotel	Employees	2	(2) field
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	(1) to retire in 2015, (1) move to 5 GMDrive

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LEVEL 3



LEVEL 2

USER GROUP

- ADULT SERVICES
- ASSISTIVE TECHNOLOGY
- CENTRAL OFFICE
- MULTIPLE USER GROUPS
- VERMONT TELECOMMUNICATIONS AUTHORITY
- VOCATIONAL REHABILITATION
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	ADULT SERVICES	Level 2	140 SF
			140 SF
AHS	ASSISTIVE TECHNOLOGY	Level 2	245 SF
			245 SF
AHS	CENTRAL OFFICE	Level 2	445 SF
			445 SF
AHS	MULTIPLE USER GROUPS	Level 2	360 SF
			360 SF
	SHARED SUPPORT	Level 2	160 SF
			160 SF
AHS	SUPPORT	Level 2	270 SF
VTA	SUPPORT	Level 3	235 SF
			505 SF
VTA	VERMONT TELECOMMUNICATIONS AUTHORITY	Level 3	1315 SF
			1315 SF
AHS	VOCATIONAL REHABILITATION	Level 2	790 SF
			790 SF

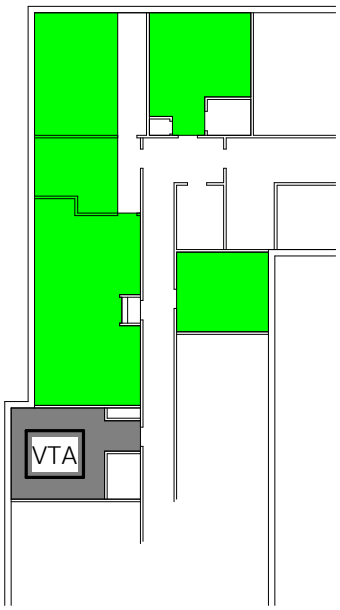
MONTPELIER - STATE 100

07/31/15 scale: 1" = 30'-0"

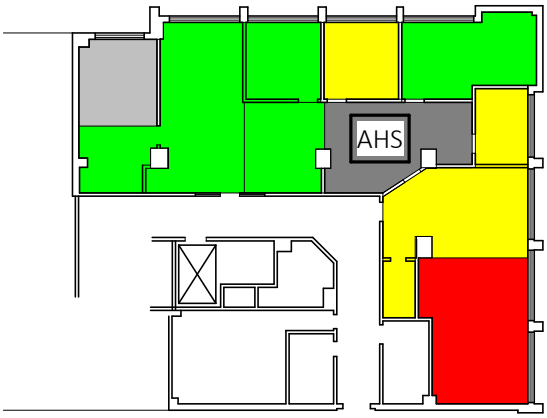
Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

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LEVEL 3



LEVEL 2

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	ADULT SERVICES	Level 2	70
AHS	ASSISTIVE TECHNOLOGY	Level 2	123
AHS	CENTRAL OFFICE	Level 2	89
AHS	MULTIPLE USER GROUPS	Level 2	180
	SHARED SUPPORT	Level 2	n/a
AHS	SUPPORT	Level 2	n/a
VTA	SUPPORT	Level 3	n/a
VTA	VERMONT TELECOMMUNICATIONS AUTHORITY	Level 3	94
AHS	VOCATIONAL REHABILITATION	Level 2	158

MONTPELIER - STATE 100

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	State-100-2C		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging and Independent Living	
	User Group	Assistive Technology	
Filled Out by the Respondent (Do not write above this line)			
Name	Amber Fulcher		
Telephone	871-3029		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury 2016
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	State-100-2A		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging and Independent Living	
	User Group	Vocational Rehabilitation	
Filled Out by the Respondent (Do not write above this line)			
Name	Amber Fulcher		
Telephone	871-3029		
		Total #	Comments
Full Time	Employees	2	
	Workstations	2	
Other - Part time/ Hotel	Employees	0	
	Workstations	3	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury 2016
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	State-100-2B		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging and Independent Living	
	User Group	Adult Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Amber Fulcher		
Telephone	871-3029		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury 2016
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	State-100-2D		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	Central Office	
	User Group	Central Office	
Filled Out by the Respondent (Do not write above this line)			
Name	Amber Fulcher		
Telephone	871-3029		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	0	
	Workstations	4	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury 2016
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	11-Mar-15		
Cell Name	State-100-3A		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Vermont Telecommunications Authority	
	User Group	Vermont Telecommunications Authority	
Filled Out by the Respondent (Do not write above this line)			
Name	Unknown		
Telephone	Unknown		
		Total #	Comments
Full Time	Employees	9	
	Workstations	13	
Other - Part time/ Hotel	Employees	0	
	Workstations	1	hotel
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	program eliminated, move out June 2015
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	State-100-2E		
	Building Address	Montpelier- 100 State Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DAIL) Department of Disabilities, Aging and Independent Living	
	User Group	Multiple User Groups	
Filled Out by the Respondent (Do not write above this line)			
Name	Amber Fulcher		
Telephone	871-3029		
		Total #	Comments
Full Time	Employees	1	
	Workstations	1	
Other - Part time/ Hotel	Employees	1	PT
	Workstations	1	
5-10 Year Staff Total (Estimate)	Full Time	0	
	Other	0	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	n/a	moving to Waterbury 2016
Comments:			

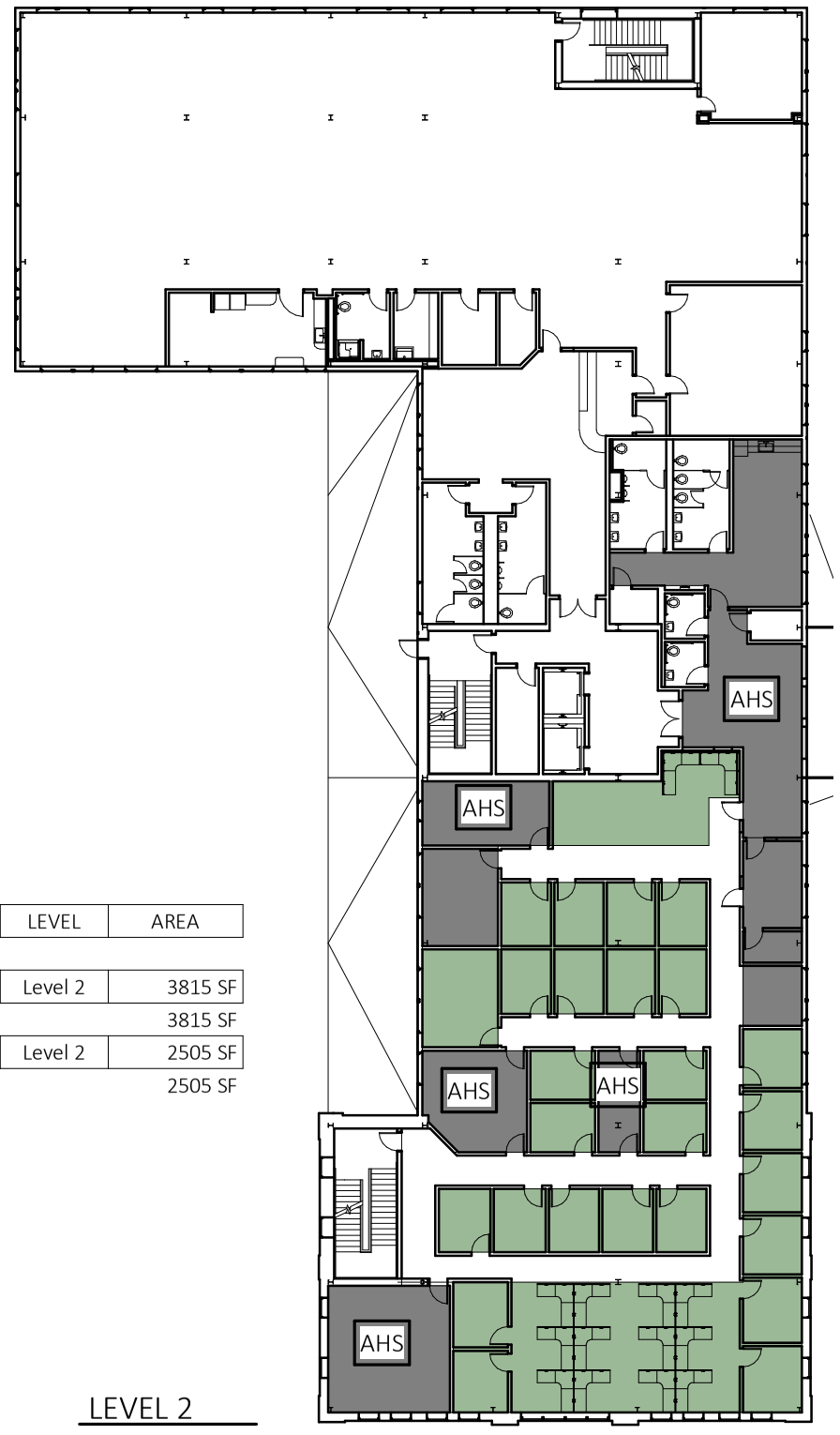
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north

USER GROUP

- FAMILY SERVICES
- SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	FAMILY SERVICES	Level 2	3815 SF
			3815 SF
AHS	SUPPORT	Level 2	2505 SF
			2505 SF



LEVEL 2

BARRE - N MAIN 219

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

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USER GROUP

- CHILD SUPPORT
- EDUCATION
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AHS	CHILD SUPPORT	Level 4	1700 SF
			1700 SF
AOE	EDUCATION	Level 4	6895 SF
			6895 SF
	SHARED SUPPORT	Level 4	765 SF
			765 SF
	SUPPORT	Level 4	1770 SF
			1770 SF

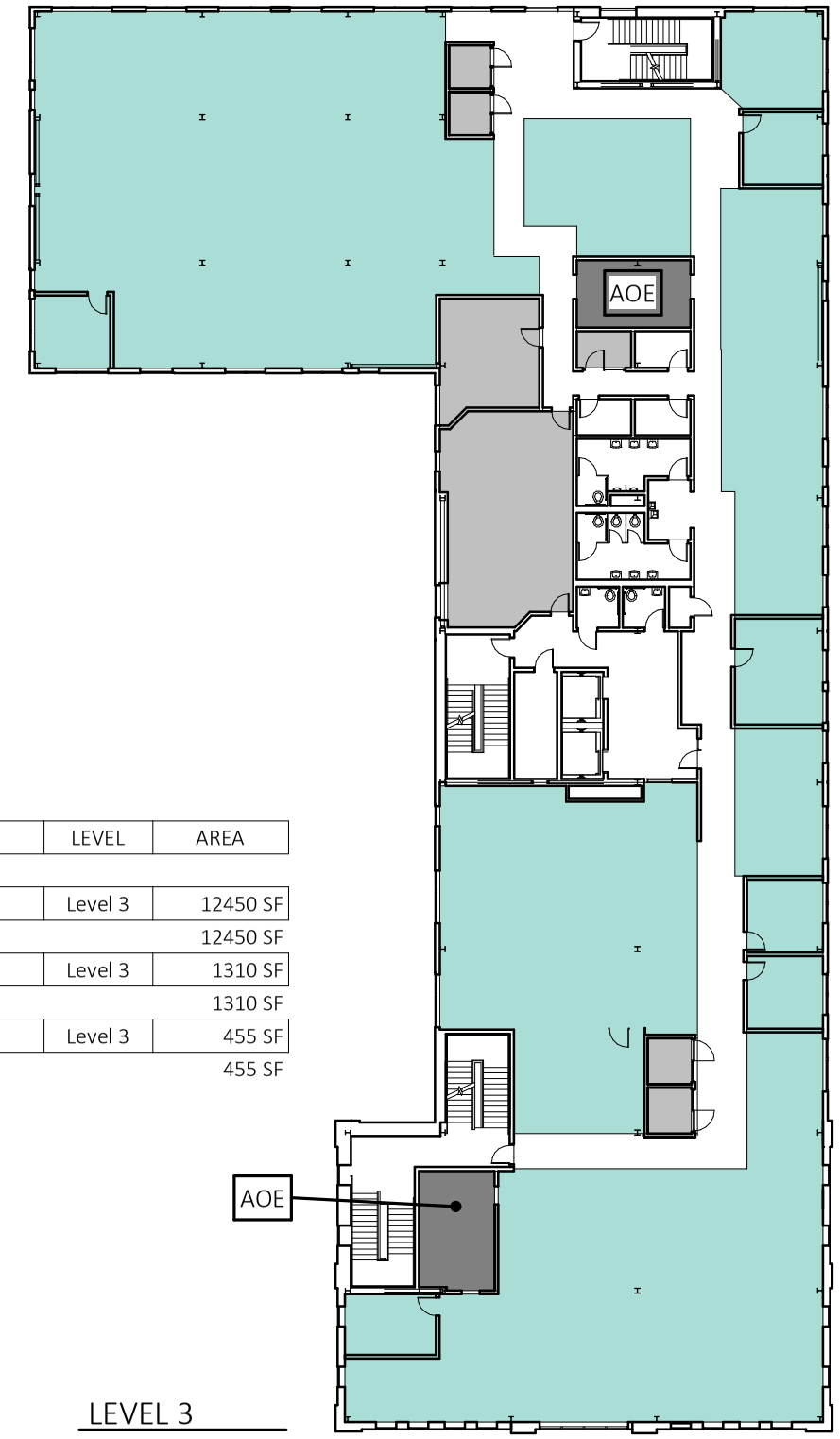


LEVEL 4

USER GROUP

- EDUCATION
- SUPPORT
- SHARED SUPPORT

AGENCY/DEPT	USER GROUP	LEVEL	AREA
AOE	EDUCATION	Level 3	12450 SF
			12450 SF
	SHARED SUPPORT	Level 3	1310 SF
			1310 SF
AOE	SUPPORT	Level 3	455 SF
			455 SF



LEVEL 3

BARRE - N MAIN 219

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

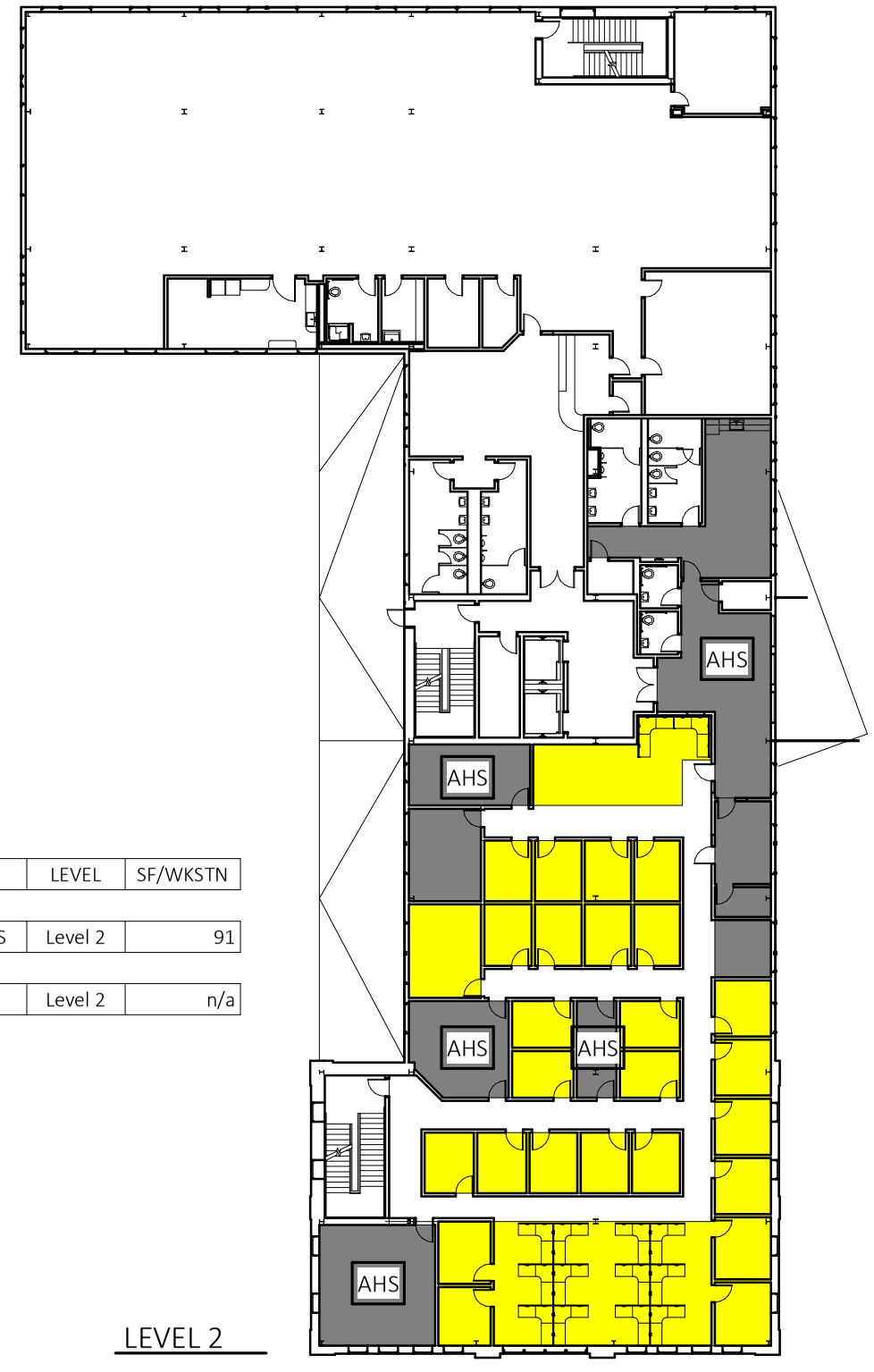
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SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	FAMILY SERVICES	Level 2	91
AHS	SUPPORT	Level 2	n/a



LEVEL 2

BARRE - N MAIN 219

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

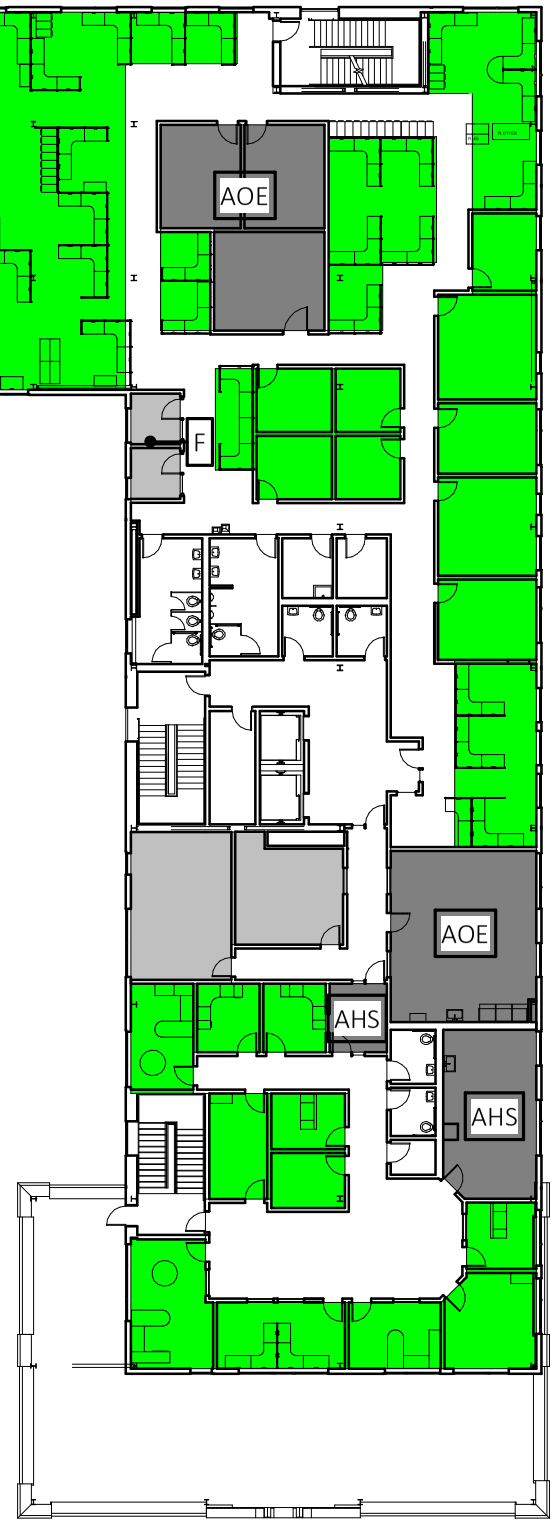
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SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AHS	CHILD SUPPORT	Level 4	131
AOE	EDUCATION	Level 4	115
	SHARED SUPPORT	Level 4	n/a
	SUPPORT	Level 4	n/a

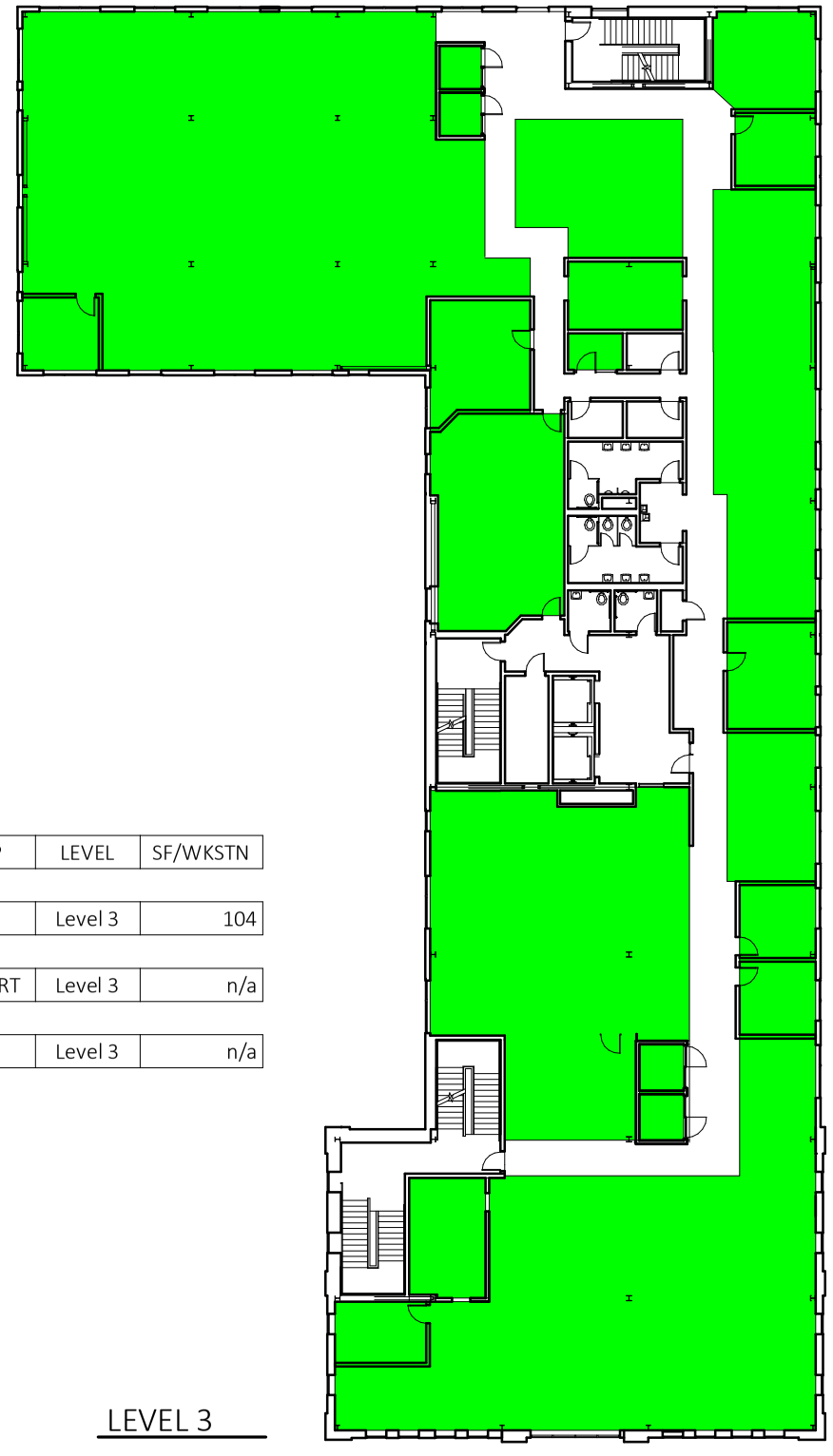


LEVEL 4

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
AOE	EDUCATION	Level 3	104
	SHARED SUPPORT	Level 3	n/a
AOE	SUPPORT	Level 3	n/a



LEVEL 3

BARRE - N MAIN 219

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	NMain-219-2A		
	Building Address	Barre- 219 North Main Street	
	Floor Level	2	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DCF) Department for Children and Families	
	User Group	Family Services	
Filled Out by the Respondent (Do not write above this line)			
Name	Catherine Harris		
Telephone	479-4260		
		Total #	Comments
Full Time	Employees	31	
	Workstations	31	
Other - Part time/ Hotel	Employees	13	(10) contractors in cubicles (3) PT
	Workstations	11	(2) PT contractors share cubicle (2) PT share office
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	7	Interior offices are not ideal - no windows
Comments: Contractors use PT Cubicle if not occupied + needed			

Filled out by Black River Design, Architects			
Date of Interview	6-Mar-15		
Cell Name	NMain-219-4B		
	Building Address	Barre- 219 North Main Street	
	Floor Level	4	
Occupant	Agency	(AHS) Agency of Human Services	
	Department	(DCF) Department for Children and Families	
	User Group	Child Support	
Filled Out by the Respondent (Do not write above this line)			
Name	Cindy Gregoire		
Telephone	479-4204		
		Total #	Comments
Full Time	Employees	11	
	Workstations	11	
Other - Part time/ Hotel	Employees	1	(1) PT
	Workstations	2	(1) hotel for visitors
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	8	

Comments:

Waiting area is small, privacy issues at reception window
Open space at center currently not being used

Filled out by Black River Design, Architects			
Date of Interview	17-Feb-15		
Cell Name	NMain-219-3A, NMain-219-4A		
	Building Address	Barre- 219 North Main Street	
	Floor Level	3, 4	
Occupant	Agency	(AOE) Agency of Education	
	Department	Education	
	User Group	Education	
Filled Out by the Respondent (Do not write above this line)			
Name	Shelley Matz		
Telephone	479-1768		
		Total #	Comments
Full Time	Employees	170	(116) - 3rd Flr (54) - 4th Flr
	Workstations	178	(120) - 3rd Flr (58) - 4th Flr
Other - Part time/ Hotel	Employees	0	
	Workstations	2	(2) hotel - 4th Flr
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

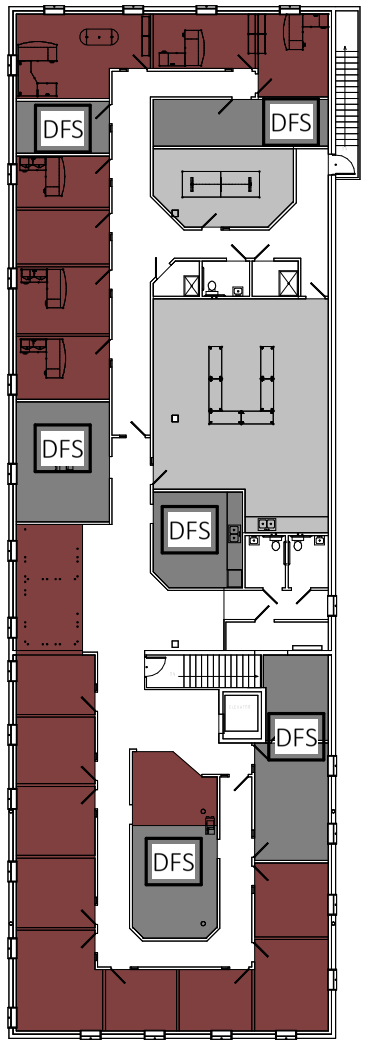
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north

AGENCY/DEPT	USER GROUP	LEVEL	AREA
DFS	(DFS) DIVISION OF FIRE SAFETY	Level 2	2685 SF
			2685 SF
LOTTERY	LOTTERY	Level 1	2450 SF
			2450 SF
	SHARED SUPPORT	Level 2	1145 SF
			1145 SF
LOTTERY	SUPPORT	Level 1	8685 SF
DFS	SUPPORT	Level 2	1365 SF
			10055 SF

USER GROUP

- (DFS) DIVISION OF FIRE SAFETY
- LOTTERY
- SUPPORT
- SHARED SUPPORT



LEVEL 2



LEVEL 1

BERLIN - ROUTE 302 1311

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

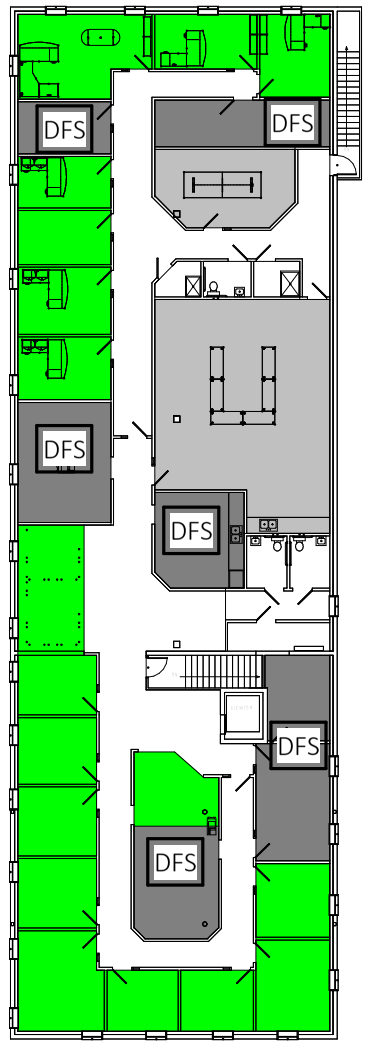
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north

AGENCY/DEPT	USER GROUP	LEVEL	SF/WKSTN
DFS	(DFS) DIVISION OF FIRE SAFETY	Level 2	128
LOTTERY	LOTTERY	Level 1	144
	SHARED SUPPORT	Level 2	n/a
LOTTERY	SUPPORT	Level 1	n/a
DFS	SUPPORT	Level 2	n/a

SPACE UTILIZATION

- OVER UTILIZED
- WELL UTILIZED
- UNDER UTILIZED
- NOT INCLUDED - SUPPORT
- NOT INCLUDED - SHARED



LEVEL 2



LEVEL 1

BERLIN - ROUTE 302 1311

07/31/15 scale: 1" = 30'-0"

Inventory of and Long-Term Space Utilization for the State of Vermont's Office Space in the Greater Capital District

BLACK RIVER DESIGN ARCHITECTS

Filled out by Black River Design, Architects			
Date of Interview	20-Feb-15		
Cell Name	US302-1311-2A		
	Building Address	Berlin- 1311 US Rte 302	
	Floor Level	2	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	(DPS) Department of Public Safety	
	User Group	(DFS) Division of Fire Safety	
Filled Out by the Respondent (Do not write above this line)			
Name	Michael Desrochers		
Telephone	479-7539		
		Total #	Comments
Full Time	Employees	20	
	Workstations	19	
Other - Part time/ Hotel	Employees	2	temps
	Workstations	2	
5-10 Year Staff Total (Estimate)	Full Time	DNK	
	Other	DNK	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	10	
Comments:			

Filled out by Black River Design, Architects			
Date of Interview	20-Feb-15		
Cell Name	US302-1311-1A		
	Building Address	Berlin- 1311 US Rte 302	
	Floor Level	1	
Occupant	Agency	(IND) Independent Departments & Programs	
	Department	Lottery	
	User Group	Lottery	
Filled Out by the Respondent (Do not write above this line)			
Name	Mary Stridsberg		
Telephone	476-0105 or 479-5658		
		Total #	Comments
Full Time	Employees	15	
	Workstations	15	
Other - Part time/ Hotel	Employees	6	(1) PT, (5) field
	Workstations	2	(1) PT shares FT desk, (5) field share 2 desks
5-10 Year Staff Total (Estimate)	Full Time	16	add 2 field add 1 office
	Other	8	
Space Quality Rank (1=low to 10=high) How well does the space accommodate your staff now?	Overall Rank	9	
Comments:			