

FACILITIES MANAGEMENT DIVISION

EXECUTIVE OFFICE BUILDING STATUS REPORT

December 10, 2019



"THE HEART AND SOUL OF STATE GOVERNMENT"

NEW MEXICO
GENERAL SERVICES DEPARTMENT

Executive Office Building status report

- Master Plan Timeline
 - Project Initiation – October, 2019
 - Assess site options for EOB and other growth opportunities – Nov, 2019 – Dec, 2019
 - Inventory existing use of subject buildings – Oct, 2019 thru Feb, 2020
 - Identify existing and projected occupant space requirements – Nov, 2019- February, 2020
 - Recommendations on space use strategies – Feb, 2020 - April 2020
 - Implementation plan due – March, 2020 – April, 2020
 - Final Report – March, 2020 – May, 2020

Executive Office Building status report

GSD FMD Santa Fe Area Strategic Space Plan

	Weeks																																			
	2019													2020																						
	October				November				December					January				February				March				April			May							
Week Beginning	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34		
	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24	2	9	16	23	30	6	13	20	27	4	11	18	25		
General Project																																				
A. Initiate Project	◆																																			
B. Inventory / Analyze																																				
B.1 Assess physical condition of each building																																				
B.2 Inventory existing use of subject buildings																																				
B.3 Identify existing and projected occupant space requirements																																				
B.4 Assess options for the proposed EOB and other growth opportunities																																				
C. Synthesize																																				
C.1 Identify and recommend space use strategies																																				
C.2 Develop an implementation plan																																				
D. Prepare Findings Report																																				
Draft and Final Report																																				
Meetings / Workshops	◆			◆		◆		◆		*	◆					◆					◆			◆		◆		◆		◆		◆		*		

Workshops / Planning Meetings w/ GSD/FMD staff 
 CBPC Meetings 
 Holiday 

Executive Office Building status report

Potential Candidates

	Existing			Needed GSF (Range)			
	LSF	Total Lease Cost	Total FTE	RSF to GSF	Space Standards + 20%	Existing	Mid-Range
Elected Officials							
STATE AUDITOR'S OFFICE	9,362	\$213,365	35	10,668	9,000	- 10,668	10,000
NEW MEXICO STATE TREASURER'S OFFICE	11,228	\$224,560	40	12,795	10,300	- 12,795	12,000
SECRETARY OF STATE - owned - Bataan				5,819	7,000	- 5,819	7,000
SECRETARY OF STATE - owned - North Capitol				12,403	14,900	- 12,403	14,000
Subtotal	20,590	\$437,925	75	41,685	41,200	- 41,685	43,000
Executive Leases							
HIGHER EDUCATION DEPARTMENT	12,519	\$275,281	51	14,266	13,200	- 14,266	14,000
STATE INVESTMENT COUNCIL	12,912	\$288,710	31	14,714	8,000	- 14,714	12,000
CHILDREN, YOUTH AND FAMILIES DEPARTMENT	31,961	\$1,126,031	84	36,421	21,700	- 36,421	30,000
DEPARTMENT OF HEALTH	73,482	\$1,370,018	244	83,735	63,000	- 83,735	74,000
HUMAN SERVICES DEPARTMENT	118,433	\$3,086,653	193	134,959	49,800	- 134,959	93,000
EARLY CHILDHOOD DEPARTMENT	0	0	129	0	27,700	- 0	30,000
Subtotal	249,307	\$6,146,693	732	284,094	183,400	- 284,094	253,000
Grand Total	269,897	\$6,584,618	807	325,779	224,600	- 325,779	296,000

Executive Office Building status report

- Where are we now?
 - EOB Proposed Site options - complete
 - Building inventory and assessing space requirements - underway

- Next steps
 - Completion of Master Plan
 - EOB site Approval by CBPC and SBOF
 - Funding
 - RFP for design/build of EOB

Executive Office Building status report

Proposed EOB Timeline

- May 29 2020 -ARC Master Plan is completed
- June, July , Aug, Sept 2020- Programming with agencies, Specifications written (can't start until ARC report is received)
- August 6 2020- RFP released
- Sept 11 2020- RFP phase 1 proposals due
- Sept 15 2020- Selection committee meets and selects semifinalists
- Sept 21 2020- interview semifinalists
- Sept 28 2020 - letters to finalists; Release the Phase 2 documents to finalists
- November 10 2020- Phase 2 proposals due
- November 13 2020- Selection committee reviews proposals
- November 16 2020- Interviews and final decision made
- November 24 2020- Negotiations and contract finalized
- November 24 2020- SBOF submission due
- December 22 2020- SBOF approval
- January 11 2021- contract approved

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