

Wes Moore, Governor · Aruna Miller, Lt. Governor · Atif Chaudhry, Secretary

# Amendment #2 – State of Maryland, Request for Proposals #: LA-11-24

The following modifications are hereby made a part of the State of Maryland R.F.P. LA-11-24:

# The following language is deleted from Page 36 of the RFP (DCE Space and Personnel Present and Projected Requirements):

			NT NUMBEI OSITIONS	R	NUMBER OF OFFICES REQUIRED			REQ'D
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT	TOTAL	SHARED OFFICE	PRIVATE OFFICE	OPEN AREA	SQ. FEET
Program Senior Manager III	1	-	-	1	-	110	-	110

#### And Replaced with the following language:

			NT NUMBEI OSITIONS	R	NUMBER OF OFFICES REQUIRED			REQ'D
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT	TOTAL	SHARED OFFICE	PRIVATE OFFICE	OPEN AREA	SQ. FEET
Program Senior Manager III	1	-	-	1	-	110	-	110
Administrator III (BAU)	2	-	-	2	-	220	-	220
Administrator I (BAU)	2	-	-	2	-	-	100	100

#### The following language is deleted from Section 1.1 of the RFP:

- 1.1 Type and amount:
  - 89,720 net square feet (NSF) of administrative office space with client contact

# And Replaced with the following language:

- 1.1 Type and amount:
  - 90,040 net square feet (NSF) of administrative office space with client contact

The following language is deleted from Amendment 1 of the RFP, which replaced the date proposals must be received in Section 2.6 of the RFP:

1. Proposal must be received on Thursday, July 2, 2024, by 3:30 PM EST.

#### And Replaced with the following language:

1. Proposal must be received on Tuesday, July 16, 2024, by 3:30 PM EST.

The space program attached in the RFP document has also been amended to address the above referenced typo. Any item throughout the space program that has been altered has been highlighted in yellow. The revised space program is attached to this amendment as an exhibit.

#### Information may be found on eMMA by clicking the link below:

https://emma.maryland.gov/page.aspx/en/bpm/process manage/44001/

#### RFP 11-24 Adjacencies and Additional Notes

The following describes the adjacencies and general notes for each unit of RFP 11-24. Please note additional detail can be found on the space program itself as it relates to special conditions for individual program requirements.

#### Office of the Secretary

- Required to be in its own enclosed suite.
- Items labeled "DGS Common Area Special Purpose" are independent from the office of the Secretary and are to be centrally located for all units of DGS.

#### **BEA**

- All BEA units can be contained in one suite, however BEA as a whole needs to be in its own secured area and cannot contain other units.
- Please note the Mail Sorting Room is required to be in close proximity to the building loading dock.

#### **DBM**

Located in its own suite ideally adjacent to DCE. If possible also close to OSP.

#### DCE

• Per above located adjacent to DBM and OSP. Also to be located in its own suite.

#### **EEO**

- Should be located in an area with little foot traffic. If possible should be located near the AG's
  office.
- Cannot be located near HR or the Secretary's Office.
- Requires a dedicated suite.

#### **Fiscal Services**

• In an enclosed suite located near HR.

#### **Human Resources**

- Should be located in a secure Suite off of the elevator. Ideally a floor with minimal foot traffic.
- If possible should be near Fiscal Services per the above.

#### **MCP**

- Headquarters and Admin Services Bureau can be located in the same suite. OPS Bureau, Special Services Bureau, and K9 Unit all need to be in separate secure areas.
- Restrooms on any floor with MCP located within it should be code-locked so general public can not access.

- Security Card Processing Area and Waiting Area in the Support Services Bureau should be in a
  centrally located area- ideally near the DGS Common Area Special Purpose space. It should be
  set up like a storefront with workstations behind a transaction counter.
- The SCPC Supervisor and Admin Specialists within the Admin Services Bureau tab are to be located within the Security Card Processing Area.

#### MTC

- The space should be separated into the client area, and the staff area. The client area will consist of the waiting area, courtroom, secondary hearing room, and huddle room. All other requirements should be separated and have a separate secure entrance.
- The backside of the court room and secondary hearing room should also open into the staff area.
- Courtrooms are to be located on the interior of the space with no windows.

#### OAG

- To be located in its own secure suite.
- Should be located near EEO per the above.

#### **OFM and External Affairs**

All to be located in separate secure areas.

#### ORE

All ORE divisions can be located in one suite.

#### **OSP**

• Can be located near DBM and DCE. Should be in its own suite.

# Total SF by DGS Unit

<u>AGENCY</u>	TOTAL SF REQUIRED
Business Enterprise Administration (BEA)	9,340
Department of Budget Management (DBM)	3,510
Design, Construction & Energy (DCE)	14,150
EEO	360
Fiscal Services	2,775
Human Resources	1,805
Maryland Capitol Police (MCP)	16,750
Maryland Tax Court (MTC)	4,590
Office of the Attorney General (OAG)	3,550
Office of Facilities Management(OFM)	2,520
Office of External Affairs	2,990
Office of Real Estate (ORE)	5,265
Office of State Procurement (OSP)	13,670
Office of the Secretary	<u>8,765</u>
DGS TOTAL SF REQUIREMENT	90,040

		CURRENT	NUMBE	R	l N	UMBER O	)F			1 :	S YEAR P	ROJECTI	ON
POSITION	Ì		SITIONS		II	CES REQU		REQ'D	DGS				rent level)
TITLE	FULL	PART	<u> </u>			PRIVATE		sQ.	use	FULL		TOTAL	TOTAL
11122		l .	VACANT	TOTAL	OFFICE		AREA	FEET	only	II	гіме оғ		SQUARE
	112	FIELD		101112		011102	111111111	1221	only		FIELD	23.727	FEET
Secretary	1	-	-	1	-	1	-	250		-	-	-	-
Deputy Secretary	1	-	-	1	-	1	-	200		-	-	-	-
Executive Assistant	2	-	-	2	-	2	-	220		-	-	-	-
C00	1	-	-	1	-	1	-	150		-	-	-	-
Special Assistant	1	-	-	1	-	1	-	110		-	-	-	-
Data Analyst	-	-	-	-	-	-	3	-		3	-	3	150
Performance Improvement Manager	-	-	-	-	-	1	-	-		1	-	1	110
Life Safety Director	1	-	-	1	-	1	-	110		-	-	-	-
Emergency Management Director	1	-	-	1	-	1	-	110		-	-	-	-
Executive Hoteling	-	-	-	-	-	-	3	-		3	-	3	150
TOTAL THIS PAGE	8	-	-	8	-	9	6	1,150		7	-	7	410
TOTAL OTHER PAGES	-	-	-	-	-	_	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	8	-	-	8	-	9	6	1,150		7	-	7	410
SPECIAL P	URPOSE S	SPACE						e Feet		Number	of Items	Squa	re Feet
Secretary Conference Room (20 ppl)	(Door to S	Secretary o	ffice and	common a	rea)	1		400			-		-
Huddle Room (4-6ppl)						1		120					
Team Room (10-12ppl)						1		240					
Fax/Copy/Mail Room						1		80			-		-
Reception Area						1		125			-		-
Kitchenette						1		80			-		-
Storage Room						1		80			-		-
DGS COMMON AREA SPECIAL P	URPOSE (	Centrally.	Located to	all units)				-			-		-
Training Center (Partitioned)						1		2,000					
Conference Center (Partitioned)						1		2,000			-		-
DGS Agency Breakroom (Partitioned	d - Adjacei	nt to Conf.	Center) (I	Veed									
sufficient millwork, butlers kitchen,	a few regri	igerators, a	a few micr	owaves, 4									
top tables that can be combined)						1		1,200			-		-
Wellness/Lactation Rooms (with Sin	k and Mill	work)				3		240			-		-
	uiet Rooms (Table and 2 chairs)(Prayer Rooms)					2		160			-		
Huddle Room (4-6 ppl) (Near confer	ence cente	er)				4		480					
			_										
						-		-			-		-
	b. Total Special Pur							7,205		Grand T			7,205
		Sub-Total (a and b):						8,355		Total Sp	ace		8,765
		TOTAL SQUARE					8,355			Years:		8,765	

			BEA Sp	ecial Purp	ose   SPA	CE AND P	PERSONN	EL: Prese	ent and Pr	ojected R	Requireme	nts		
	(	CURRENT	T NUMBER	$\overline{R}$	N	UMBER O	)F					5 YEAR PROJEC	TION	
POSITION		OF POS	SITIONS	!	II	CES REQU		REQ'D	DGS		(ne	ew positions, beyond ci	urrent level)	
TITLE	FULL	PART	·		SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL	
	TIME	TIME OF	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OF	EMP.	<b>SQUARE</b>	
<u>'</u>		FIELD	'	'					·		FIELD		FEET	Ī
		<u> </u>			<u> </u>							-		-
	-	-	_ '	'	_	-	-	-		-	-	-		-
TOTAL THIS PAGE		<u> </u>	<u> </u>	<u>                                      </u>	<u> </u>	<u> </u>	-				<u> </u>	-		
TOTAL OTHER PAGES	41	-	3		<u> </u>	10	42	3,810	-	9	-	9		510
A. TOTAL OFFICE SPA	41	-	3	44	<u> </u>	10	42	3,810		9	-	9		510
SPECIA	L PURP	OSE SPAC	CE		# of Sta	aff/Items	Square	e Feet		Number	of Items	Sq	uare Feet	
TECH	NOLOG	GY MGM	T											
Lab Area (Work room for t	technolog	y repair)(k	teycard acc	cess) (w/S	helving)	1		200						
Storage Room (Old equipm	nent)(keyo	card access	s)			1		80			_			
Equipment Room (keycard	l access)					1		800						
Loaner Equipment Room (	(keycard a	iccess)				1		80			-			
Loading Dock & Receiving	g Area*					-		-						
Copy/File/Mail Room (sha	red with I	(SSD)				-		_			_			
Copiers (ISSD, CG, SP)						3		45			-			
Kitchenette (sink and millw	vork)(to b	e shared a	cross divis	ion)		1		80						
	ISSD	<u>)</u>												
Reception Area*						1		95			<u> </u>			
Fax/Copy/Mail Room						1		80						-
Surplus Storage room (fur	niture, eq	uip., etc.)				1		480			_			
Supply room						1		80						
File Room (20x11)						1		220			_			-
Huddle Room (4-6 ppl)(Ca					eded)	1		120				<u> </u>		
Kitchenette (sink and millw			cross divisi	ion)		1		80			-			-
	PITAL G	<u>GRANTS</u>												
Fax/Copy/Mail Room						1		80			-			
Supply room						1		80			-			
	SURPLUS PROPERTY													
	Sorting Room / Shipping & Receiving (includes 3 staf				bicles for d	<i>l</i> 1		1,000		ı———			ling Dock/Receiving A	
Supply Room (in mail room	-					1		80		remain	der of sur	plus property items to	be in administrative a	irea
Central Storage Room (Of)	fice Suppl	lies)				1		150						

File Cabinets (5 drawer - Letter)		2		30		_
ASSISTANT SECRETAR	<u>RY</u>					
Fax/Copy		1		80		
Huddle Room (4-6 ppl)		2		240		
Focus Room (1-2 ppl)		2		140		
Conference room (15 people) (Note: Moved fre	om Capital Grants)	1		400		
Executive Conference Room		1		300		
		<u>-'</u>		- 1		
		<u>-'</u>		- 1	-	
	b. Total Special Pur	rpose		5,020	Grand Totals	5,020
Sub-Total (a and a		:		8,830	Total Space	9,340
TOTAL SQUARE		<i>EET</i> : ——	<b>•</b>	8,830	Years:	9,340

# BEA Assistant Secretary | SPACE AND PERSONNEL PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL) Form 680-1

(Use with Form 680-1)

					(OBC WILL	I I OI III OO	, 1)						
	(	CURRENT	NUMBE	R	N	UMBER O	F				5 YEAR P	ROJECTIO	<del>ON</del>
		OF POS	SITIONS		II	CES REQU		REQ'D	DGS	(new p	ositions, be	eyond curr	ent level)
POSITION		PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
TITLE	FULL	TIME	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OR	EMP.	SQUARE
	TIME	OR									FIELD		FEET
		FIELD											
Assistant Secretary	1	-	-	1	-	1	-	150		-	-	-	-
Director of Operations	1	-	-	1	-	1	-	110		-	-	-	-
Administrative Assistant	-	-	-	-	-	-	1	-		1	-	1	50
Program Analyst	2	-	-	2	-	-	2	100		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
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	4	-	-	4	-	2	3	360		1	_	1	50

# BEA Technology Management | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI SITIONS		OFFIC	UMBER O	)F VIRED	REQ'D	DGS	(new p	5 YEAR PI ositions, be	yond curr	ent level)
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		II.	PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Technology Manager	1	-	-	1	-	1	-	110		-	-	-	-
Administrative Officer III	-	-	-	-	-	-	2	-		2	-	2	100
Desktop Support	1	-	-	1	-	-	1	50		-	-	-	ı
Desktop Support Lead	1	-	-	1	-	-	1	50		-	-	1	ı
Program Manager	1	-	-	1	-	3	ı	330		-	-	1	ı
IT Analyst	2	-	-	2	-	-	2	100		-	-	-	-
Systems Admin	1	-	-	1	-	-	1	50		-	-	-	-
CIO	1	-	-	1	-	1	ı	110		-	-	-	-
	-	-	-	-	-	-	ı	-		-	-	-	-
	-	-	-	-	-	-	ı	ı		-	-	1	ı
	-	_	-	-	-	-	-	-		-	-	-	
	-	-	-	-	-	-	-	-		_	-	-	-
	8	-	-	8	-	5	7	800		2	-	2	100

#### BEA ISSD | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI	R	N	UMBER O	)F	REQ'D	DGS		5 YEAR PH ositions, be		
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		1	PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Program Mgr III	1	-	-	1	-	1	ı	150		-	-	-	-
Administrator III	1	-	-	1	-	1	ı	110		-	-	-	ı
Program Mgr II	1	_	-	1	_	1	-	110		-	-	-	-
Adminstrative Officer II	1	-	-	1	-	ı	1	50		-	-	-	ı
Administrative Officer III	2	-	-	2	-	ı	2	100		-	-	-	ı
Administrator I	5	-	-	5	_	-	5	250		_	-	-	-
Administrator IV	ı	-	1	1	-	ı	1	50		-	-	-	ı
Administrator III	2	_	-	2	_	-	3	100		1	-	1	50
Administrator III	4	-	-	4	_	-	2	100		_	-	-	-
Administrative Aide*	1	-	-	1	-	-	-	-		-	-	-	-
	_	-	-	_	_	_	_	_		-	-	-	-
	-	-	-	-	-	-	-	-		_	_	-	-
	18	-	1	19	-	3	14	1,020		1	-	1	50

# BEA Capital Grants | SPACE AND PERSONNEL PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEL		II	UMBER O		DEOID	DCS		5 YEAR PI		
POSITION		PART	SITIONS			<i>CES REQU</i> PRIVATE		REQ'D SQ.	DGS	FULL	ositions, be	yona curr TOTAL	TOTAL
TITLE	FULL TIME		VACANT	TOTAL	H	OFFICE		FEET	use only	TIME	TIME OR FIELD		SQUARE FEET
Director (Program Mgr IV)	1	-	-	1	_	1	-	110		-	-	-	-
Deputy Director (Program Mgr I)	1	-	-	1	-	1	-	110		-	-	-	-
Grants Administrator (Admin I)	4	-	-	4	-	-	6	200		2	-	2	100
Compliance Analyst	1	-	-	1	-	-	2	50		1	-	1	50
Grants Coordinator (Admin Aide)	1	-	1	2	-	-	2	100		-	-	-	-
Construction Compliance Officer	2	-	-	2	_	-	2	100		-	-	-	-
Grant Administrator (Admin III)	1	-	-	1	_	-	1	50		-	-	-	-
Admin Spec II	-	-	1	1	_	-	1	50		-	-	-	-
	-	-	-	-	_	-	_	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	_	-	-	-		-	-	-	-
				-		-	-	-		-	-	-	-
TOTAL THIS PAGE:	11	-	2	13	_	2	14	770		3	-	3	150

# BEA Surplus Property | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(	CURRENT OF POS	NUMBEI SITIONS	R	II	UMBER O		REQ'D	DGS	(ne		PROJECT, beyond co	TION urrent level)
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		SHARED OFFICE			SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Administrator I	3	-	-	3	-	-	4	150		1	-	1	50
Fiscal Accounts Technician	1	-	-	1	_	-	1	50		-	-	-	<u>-</u>
Office Clerk (Mail Room)*	2	-	-	2	_	-	2	100		-	-	-	_
Office Supervisor (Mail Room)*	1	-	-	1	-	-	1	50		_	-	-	-
Office Clerk	1	-	-	1	-	-	1	50		_	-	-	<u>-</u>
Administrator III	1	-	-	1	_	1	-	110		_	-	-	<u>-</u>
	-	-	-	-		-	-	-		_	-	-	_
	-	-	-	-		-	-	-		_	-	-	-
	-	-	-	-	_	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
TOTAL THIS PAGE:	9	-	-	9	_	1	9	510		1	-	1	50

		DCE   SPA	ACE AND	PERSON		esent and P	•	Requireme	nts				
		CURRENT		R	II .	UMBER O					5 YEAR P	ROJECT	ION
POSITION		OF POS	<i>ITIONS</i>			CES REQU		REQ'D	DGS	(new p		•	rent level)
TITLE	FULL	PART			II .	PRIVATE		SQ.	use	FULL		TOTAL	
	TIME		VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OF	EMP.	SQUARE
		FIELD									FIELD		FEET
Admin		-	3	3			3	150		-	-	-	-
Admin Officer I	1	-	-	1			1	50		-	-	-	-
Admin Officer III	3	-	-	3			3	150		-	-	-	-
Admin Spec III	-	1	-	-		-	-	-		-	-	-	-
Administrator II	5		-	5	-		5	250		-	-	-	-
Adminstrator III	7	-	-	7			8	350		1	-	1	50
Administrator IV	5	5	-	5		6		550		1	-	1	110
Administrator VI	1	1	-	1	-	1		110		-	-	-	-
Building Construction Inspector	5	18	-	5	-		8	250			3	3	150
Capital Const Eng-Arch II	8	-	-	8	-	9		880		1	-	1	110
Capital Const Eng-Arch Senior	8	-	-	8	-	9		880		1	-	1	110
Capital Const Eng-Arch Supervisor	5	-	-	5	-	5	-	550		-	-	-	-
Interns							4			4		4	200
TOTAL THIS PAGE	48	25	3	51	-	30	32	4,170		8	3	11	730
TOTAL OTHER PAGES	49	3	3	52	-	9	46	6,290		3	-	3	150
A. TOTAL OFFICE SPACE:	97	28	6	103	-	39	78	10,460		11	3	14	880
SPECIAL PU		PACE			# of Staff/Items		Square Feet			Number	of Items	Squa	are Feet
CONFERENCE ROOM 1 (Partitioned	<i>l)</i>					1		600			-		-
CONFERENCE ROOM 2						1		300			-		-
Kitchenette - with sink and millwork						3		240			-		-
STORAGE ROOM (keycard access)						2		160			-		-
COPIER ROOM (with millwork)						1		200			-		-
COPIERS						2		30			-		-
RECEPTIONIST OPEN AREA (adjac	ent to offic	ces w/ desk	& seating	)		-		115			-		-
FOCUS ROOM						2		140			-		-
FILE ROOM (16 lateral / 16 letter)(keycard access)						1		500			-		-
HOTELING STATIONS (Part time/F	HOTELING STATIONS (Part time/Field shared workstations)					15		525			-		-
						-		-			-		-
b. Total Special Pur					rpose			2,810		Grand T	otals		2,810
Sub-Total (a and b):					:			13,270		Total Sp	ace		14,150
	TOTAL SQUARE I						<b>&gt;</b>	13,270		Years:			14,150

# DCE | SPACE AND PERSONNEL

# DCE | PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(	CURRENT OF POS	NUMBEI SITIONS		OFFI	UMBER O CES REQU	JIRED	REQ'D	DGS	1	5 YEAR PR ositions, be		
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT	TOTAL	1	PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Capital Const Maint Eng-Arch II	27	-	1	28	-	31		3,080		3	-	3	330
Capital Maint Proj Eng-Arch II Supervisor	6	-	-	6	_	6		660		_	-	-	-
Capital Projects Asst Director	1	-	-	1		1		110		-	-	-	-
Consultant	-	1	-	-		-	-	-		_	-	-	-
Control Agency Procure. Assoc. Lead	1	-	-	1			1	50		-	-	-	-
Exec. Associate I	1	-	-	1			1	50		_	-	-	-
Executive VIII	1	-	-	1		1		150		_	-	-	-
Maint. Eng Manager	1	-	-	1	_	1		110		_	-	-	-
Program Manager III	4	2	1	5	_	5		550		_	-	-	-
Program Manager IV	2	-	1	3	_	3		330		_	-	-	-
Program Manager Senior I	1	-	-	1	_	1		110		_	-	-	-
Program Manager Senior II	3	_	-	3	_	3		330		-	-	-	-
	48	3	3	51	-	52	2	5,530		3	_	3	330

# DCE | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI	?	II	UMBER O			P 00		5 YEAR PI		
			SITIONS			CES REQU		REQ'D	DGS		ositions, be	•	
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		SHARED OFFICE			SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Program Senior Manager III	1	-	-	1	-	1	-	110		_	-	-	-
Administrator III (BAU)	2	-	-	2	-	2	-	220		-	-	-	-
Administrator I (BAU)	2	-	-	2	-	_	2	100		-	-	-	-
	-	-	-	-	-	_	-	-		-	-	_	-
	-	-	-	ı	-	-	-	ı		-	-	-	-
	-	-	-	1	-	-	-	-		-	-	-	-
	-	-	-	ı	-	-	-	ı		-	-	-	-
	-	-	-	ı	-	-	-	ı		-	-	-	-
	-	-	-	ı	-	-	-	ı		-	-	-	-
	-	-	-	ı	-	-	-	ı		-	-	-	-
	-	-	-	-	-	_	-	-		-	_	-	
				-		_	-	-			-	-	-
TOTAL THIS PAGE:	5	-	-	5	-	3	2	430		-	-	-	-

		DBN	1   SPACE	E AND PE	RSONNE	L: Presen	t and Proj	ected Requ	uirements				
	(	CURRENT	NUMBE	R	N	UMBER O	)F	Î			5 YEAR P	ROJECTI	ON
POSITION		OF POS	ITIONS		OFFI	CES REQU	U <b>IRED</b>	REQ'D	DGS	(new p	ositions, b	eyond cur	rent level)
TITLE	FULL	PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
	TIME	TIME OR	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	гіме оғ	EMP.	<b>SQUARE</b>
	•	FIELD									FIELD		FEET
Executive Director	1	-	-	1		1	-	150		-	-	-	-
Assistant Director	1	-	-	1		1	-	110		-	-	-	-
Team Leader	2	-	-	2		3	-	220		1	-	1	110
Budget Analyst	1	-	-	1		-	1	50		-	-	-	-
Budget Analyst	5	-	-	5		5	-	550		-	-	-	-
Budget Analyst	2	-	-	2		2	-	220		-	-	-	-
Budget Analyst	2	-	-	2		3	-	220		1	-	1	110
Assistant/ Budget Analyst	-	-	-	-		-	3	-		3	-	3	330
										Į.			
TOTAL THIS PAGE	14	-	-	14	-	15	4	1,520		5	-	5	550
TOTAL OTHER PAGES	-	-	-	-	-	-	-	-		_	-	-	-
A. TOTAL OFFICE SPA		_	-	14		15	4	1,520		5	_	5	550
		OSE SPAC	CE		# of Sta	ff/Items	Squar	e Feet		Number	of Items	Squa	re Feet
Large Conference Room	(25 people	e)			-	1		500			-		-
Waiting Area (seating)					-	1		120			-		-
Kitchenette (sink and mil	lwork)				-	1		80			-		-
Team Room (10-12ppl)					-	1		240			-		-
Huddle Room (4-6ppl)						1		120			-		-
Fax/Copy/Mail Room					-	1		80			-		-
Storage Room					_	2		160			-		-
Focus Room	Room							140			-		-
					<u>-</u>	-		-					-
								<del>-</del>		<u>-</u>			
	Special Pu	npose			1,440		Grand T	otals		1,440			
				(a and b)				2,960		Total Sp			3,510
				QUARE F			<b>&gt;</b>	2,960		Years:			3,510

		EEC	)   SPACE A	ND PERSO	ONNEL: P	resent and I	Projected R	equirement	5				
POSITION			NUMBER SITIONS		II	NUMBER O		REQ'D	DGS	(new	5 YEAR P. positions, be		
TITLE	FULL	PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
	TIME	TIME OR	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OR	EMP.	SQUARE
	•	FIELD									FIELD		FEET
EEO Director of Fair Practice & EEO	1	-	-	1	-	1	-	200		-	-	-	-
Investigator	-	-	-	-	-	1	-	-		1	-	1	110
Investigator	-	-	-	-	-	-	1	-		1	-	1	50
	-	-	-	-	_	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	=	-	=	-	-	-	-	-		-	-	-	-
	-	-	-	ı	_	-	-	-		-	-	-	-
	-	-	-	-	_	-	-	-		-	-	-	_
	-	-	-	-	-	-	-	-			-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-		-	-	-		-	-	-	_
TOTAL THIS PAGE	1	-	-	1	-	3	1	200		2	-	2	160
TOTAL OTHER PAGES	-	-	-	-	-	-	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	1			1	-	3	1	200		2	-	2	160
			b. Total Sp	ecial Purpo	se			-		Grand To	tals		-
			Sub-Total (	a and b):				200		Total Spac	ce		360
			TOTAL SQ	UARE FEE	ET:		<b>*</b>	200		Years:			360

		rvices   SP						Kequirem	ents	1	S VE 4D D	DO IECE	ION
POSITION	'	CURRENT	' NUMBE SITIONS	K	II .	UMBER ( CES REQU		REQ'D	DGS	1	5 YEAR P.		-
TITLE	FULL	PART	I			PRIVATE		1		FULL		TOTAL	rent level) TOTAL
HILE		TIME OF	NACANT	TOTAL				SQ. FEET	use only		FIME OF		SQUARE
	IIIVIE	FIELD	ACANI	IOIAL	OFFICE	OFFICE	AKEA	TEET	Ulliy	IIIVIE	FIELD	ENTI.	FEET
Director	1	-	-	1	<u> </u>	1	-	110		-	-	-	-
Deputy Director	1	_	-	1	_	1	-	110		-	_	-	_
Payroll Supervisor (Payroll)	1	_	_	1	_	-	1	50		-	_	-	_
Fiscal Technician (Payroll)	2	_	-	2	_	-	2	100		-	_	-	_
Fiscal Technician (Accounts Payable)	2			2			3	100		1	_	1	50
Capital Accounting Manager (Capital)	1	_	-	1	_	1	-	110		_	-	-	-
Capital Accounting Sup. (Capital)	1	-	_	1	_	-	1	50		-	_	-	_
Accountant II (Capital)	3	_	-	3	_	-	5	150		2	-	2	100
Accountant II (General Accounting)	2	-	-	2	_	-	2	100				-	
Budget Manager (Budget)	1	-	-	1	_	1	-	110		-	-	-	_
Budget Specialist Lead (Budget)	1	-	-	1	_	-	1	50		-	-	-	_
Budget Specialist (Budget)	1	-	-	1	_	-	1	50		-	-	-	_
Accountant II (Budget)	1	-	-	1	_	-	1	50		-	-	-	_
Accountant Lead (General Accounting)	1	-	-	1	_	-	1	50		-	-	-	_
Advanced Accountant (General Accounting)	1	-	-	1	-	-	1	50				-	
Accounts Payable Sup. (Accounts Payable)	1	_	-	1	_	-	1	50		-	-	-	
Contractual Positions/Hoteling Station	2	-	-	2	-	-	2	100		-	-	-	-
Intern	-	-	1	1			1	50		-	-	-	-
TOTAL THIS PAGE	23	-	1	24	-	4	23	1,440		3	-	3	150
TOTAL OTHER PAGES	-	-	-	-	-	_	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	23	-	1	24	_	4	23	1,440		3	-	3	150
SPECIAL PURI	POSE SPAC	CE			# of Sta	ff/Items	Squar			Number	of Items	Squa	are Feet
Kitchenette (Sink and millwork)					1	-		80		<u> </u>	-		-
General Storage (keycard access)					1			160		<u> </u>	-		-
Safe storage (keycard access)					1			80		ļ	-		-
Conference room					1			500		<u> </u>	-		-
Waiting/reception room (no reception desk/se	o reception desk/seating only)					<u>-</u>		95		<u> </u>	-		-
Fax/copy/Mail Room	om							200			-		-
Focus Room						-		70		<u> </u>	-		-
						-		-		<u> </u>	-		
						-		-			-		_
					<b></b>	-		-		<u> </u>	-		-
						-		-			-		-
	b. Total Special							1,185		Grand T			1,185
			Sub-Total	l (a and b)	:			2,625		Total Sp	ace		2,775
			TOTAL S	QUARE I	FEET:		<b>&gt;</b>	2,625		Years:			2,775

								Projected F	Requirem		- WE (D. D.	DO IECT	ON
POSITION	· •	CURRENT	T NUMBEL SITIONS	R	II .	UMBER O CES REQU		REQ'D	DGS	II .	5 YEAR P. ositions, b		
TITLE	FULL	PART		l		PRIVATE		SQ.	use	FULL		TOTAL	TOTAL
HILE			  VACANT	TOTAL		OFFICE		FEET	use only	II .	TAKI TIME OF		SQUARE
	1 11,112	FIELD				OTTICE	1111211		omy		FIELD	Z.VII •	FEET
HR Director	1	-	-	1	-	1	-	110		-	-	-	-
HR Deputy Director	1	-	-	1	-	1	-	110		-	-	-	
HR Supervisor	1			1		1		110					
HR Officer III (Supervisor)	2	-	-	2	-	1	-	110		-	-	-	-
HR Officer II (Recruiter)	2	-	-	2	-	-	2	100		-	-	-	-
HR Officer II (Medical Svcs.)	1	-	-	1	-	-	1	50		-	-	-	-
Administrator II (Training)	1	_	_	1	_	-	1	50			_	_	
*Personnel Associate II	1	-	-	1	-	-	-	-		-	-	-	-
HR Officer II	-	-	-	-	-	-	2	-		2	-	2	100
Interns	-	-	-	-	_	-	2	-		2	-	2	100
	-	-	-	-	-	-	-	-		-	-	-	_
	-	-	-	-	_	-	-	-		-	-	-	_
	-	-	-	-	_	-	-	-		_	-	-	_
TOTAL THIS PAGE	10	-	-	10	-	4	8	640		4	-	4	200
TOTAL OTHER PAGES	-	-	-	-	-	-	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	10	-	-	10	_	4	8	640		4	-	4	200
SPECIAL	PURPOS	SE SPACE			# of Sta	aff/Items	Squar	e Feet		Number	r of Items	Squa	re Feet
Training/Conference Room						15		300			-		_
File cabinets / wire rack storage		ycard acce	ss)			12		260			-		-
(fileroom / supply roo	m area)												
*Reception open area						1		105			-		-
(to include space for 3	B people in	waiting ar	ea)			-		-			-		-
Kitchenette (to include sink and	d milwork)	1				1		80			-		-
Fax/Copy/Mail room, open spa	ce					1		80			-		-
Focus room						2		140			-		-
						-		-			-		
						-		-			-		
						-		-			-		-
						-		-			-		-
			b. Total S	Special Pu	rpose			965		Grand T	otals		965
			Sub-Total	(a and b)	:			1,605		Total Sp	ace		1,805
			TOTAL S	QUARE I	FEET:		<b>-</b>	1,605		Years:			1,805

		M	CP Specia	l Purpose   SPACE A	AND PERSON	NNEL: Pro	esent and Projec	ted Requi	rements				
		CURI	RENT NUN	MBER	j	NUMBER (	OF .				5 YEAR P	ROJECTI	ON
POSITION			POSITIO			ICES REQ		REQ'D	DGS	II	ositions, b		
TITLE	FULL	PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
	TIME	TIME OF	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OF	EMP.	<b>SQUARE</b>
·		FIELD									FIELD		FEET
	-	-	-	-	-	-	-	-		-	-	-	
TOTAL THIS PAGE	-	-	-	-	-	-	-	-		_	-	1	-
TOTAL OTHER PAGES	144	-	-	144	10	24	22	5,790	-	7	-	7	650
A. TOTAL OFFICE SPA	144	-	-	144	10	24	22	5,790		7	-	7	650
SP	ECIAL P	URPOSE	SPACE		# of Staff	/Items	Square Feet			Number	of Items	Squa	re Feet
	<b>HEAD</b>	QUARTE	<u>RS</u>										
Storage Room						1		80		<u> </u>	-		
File Room						1		100			-		
Conference Room						1		240			-		
Kitchenette (with sink & m	nillwork)					1		80			-		
Fax/Copy/Mail Room						1		80			-		
Receptionist*		/IOI/XX	~~~ NI			1		125		<u> </u>	-		-
BALTIMO	JKE DIV	1810N - (	OPS BUR	EAU		1		105		<u> </u>			
Receptionist*						1		125		<u> </u>			
Property and Evidence Ro	om					1		200		<u> </u>	-		
Interview Room						1		80		<u> </u>	-		
Conference Room						1		120		<u> </u>	-		
Police Locker Rooms/Mal				om stalls & 2 showe	ers per each	2		1,200		<u> </u>	-		
Security Locker Area (ope		th 30 locke	rs)			1		120		<b> </b>	-		-
Kitchenette (with sink & m						1		80		<u> </u>	-		
Roll Call Area (Open area			ium)			1		400		<b> </b>	-		-
Storage Room (bicycles, se	egway, etc	.)				1		300		<u> </u>	-		-
Storage Room (office)						1		80		<b> </b>	-		-
Fax/Copy/Mail Room	ı		1		80		<u> </u>	-					
Receptionist*	OKI SE	KVICES	BUREAU			1		125		<b> </b>			
						1		800		<b> </b>			
Master Storage	o ok aug)		1		900		<b> </b>	-		-			
Training Classroom (comp			ciuae gun i	ockersj		1				<b> </b>			
Training Storage Room (k			inatall - J\			1		200		<b> </b>	-		
Mat Room (Mat Flooring	- to be pro	ojessionaly	instailed)			1		800					

Simulator Room (high ceilings - 10ft)(connected to training room with locked	door) 1	1,400			
Armory (Block Walls, no drop ceilings, keycard access)	1	300		_	
Fax/Copy/Mail Room	1	80		_	
Kitchenette (with sink & millwork)	1	80			
Security Card Processing Area (Open area storefront or lobby)(to include 1 of	fice and 3 cub <sub>1</sub> 1	400		-	
Waiting Area for Security Card Processing (only chairs)	20 people	200		-	
Emergency Communications ADMIN SERVICES BUREAU	1	200		-	-
Interview Room	1	80		_	
Secured File Room (Keycard access)	1	220		-	
Receptionist* (to be an additional desk in Headquarters reception area as the	2 units will be 1	75		-	_
K-9					
Canine Storage	1	80		-	_
Grooming/Laundry (plumbing, laundry hook ups)	1	160		-	
Kennels (10 cages)	-	600		-	
Dog Run (Can be interior or exterior, extrerior preferred)(need plumbing and	drainage) 1	120		-	-
	-	-		-	-
	-	-		-	-
	-	-		-	-
	-	1		-	-
	-	-		-	-
b. Total Special Purpose		10,310	Grand T	otals	10,310
Sub-Total (a and b):		16,100	Total Sp	ace	16,750
TOTAL SQUARE FEET:	-	16,100	Years:		16,750
	•		"	Dox	vised July 2013

# MCP Headquarters | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI SITIONS		OFFIC	UMBER O	)F VIRED	REQ'D	DGS	(new p	5 YEAR PRositions, be	yond curr	ent level)
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT			PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Chief of Police	1	-	-	1	_	1	-	150		_	-	-	-
Deputy Chief of Police	1	-	-	1	_	1	-	110		_	-	-	-
Major	3	-	-	3	_	3	-	330		_	-	-	-
Management Assoc.	1	-	-	1	_	1	-	110		_	-	-	-
Admin. Specialist*	1	_	-	1		-	-	-			-	-	-
Executive Officer	-	_	-	-		1	-	-		1	-	1	110
	-	_	-	-		-	-	-			-	-	-
	-	_	-	-		-	-	-			-	-	-
	-	_	-	-		-	-	-			-	-	-
	-	_	-	-		-	-	-			-	-	-
	-	-	-	-	-	-	_	-		-	_	-	-
	-	-	-	-	_	-	-	_		_	_	_	-
	7	-	-	7	-	7	-	700		1	-	1	110

# MCP OPS Bureau | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI	?	N	UMBER O	)F	REQ'D	DGS	1	5 YEAR PH ositions, be		
POSITION TITLE	FULL TIME	PART	VACANT		SHARED	PRIVATE	OPEN	SQ. FEET	use only	FULL	PART TIME OR FIELD	TOTAL	TOTAL SQUARE FEET
Captain	1	-	-	1	-	1	-	110			-	-	-
Lieutenant	2	-	-	2	-	2	-	220		-	-	-	-
Administrative Aide*	1	-	-	1	-	ı	-	-		-	-	-	-
Administrator I	1	-	-	1	-	1	ı	110		-	-	-	ı
Sergeant	8	-	-	8		6	-	440		2	-	2	220
Police Officer	32	-	-	32	-	ı	7	350		-	-	-	ı
Security Officer	62	-	-	62	-	ı	8	400		-	-	-	ı
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-			_	_	-
	-	-	-	-	-	ı	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		_	-	-	-
	107	-	-	107	-	10	15	1,630		2	-	2	220

# MCP Support Services Bureau | SPACE AND PERSONNEL PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL) Form 680-1

#### (Use with Form 680-1)

[					se with ru								
	(	CURRENT	NUMBEI	?	N	UMBER O	F				<i>5 YEAR PH</i>		
		OF POS	SITIONS		OFFIC	CES REQU	<b>IRED</b>	REQ'D	DGS	(new p	ositions, be	yond curr	ent level)
POSITION		PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
TITLE	<b>FULL</b>	TIME	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OR	EMP.	SQUARE
	TIME	OR									FIELD		FEET
		FIELD											
Captain	1	-	-	1	-	1	-	110		_	-	-	-
Lieutenant	2	-	-	2	-	2	-	220		-	-	-	-
Admin Aide*	1	-	-	1	_	-	-	-		_	-	-	_
Administrator III/Camera Storage	1	-	-	1	_	1	_	210		_	-	-	_
Computer Network Specialist II	1	-	-	1	_	1	_	110		_	-	-	_
Agency Buyer	1	-	-	1	_	1	_	110		_	-	-	_
Police Officer	1	-	-	1	1	1	-	210		1	-	1	110
Training Supervisor	1	-	-	1	_	1	-	110		_	-	-	_
Investigator	1	-	-	1	_	2	_	110		1	-	1	110
Intelligence Officer	1	-	-	1	-	1	-	110		-	-	-	-
Supply Officer II (located in Master	1	-	-	1		-	1	50			-	-	-
	12	-	-	12	1	11	1	1,350		2	-	2	220

# MCP Admin Services Bureau | SPACE AND PERSONNEL PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(	OF POS	NUMBEI SITIONS		OFFIC	UMBER O	) F VIRED	REQ'D	DGS	(new p	5 YEAR PI ositions, be	yond curr	ent level)
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT			PRIVATE OFFICE	OPEN AREA	SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Captain	1	-	-	1	-	1	-	110		-	-	-	-
Lieutentant	2	-	-	2	-	2	-	220		_	-	-	-
Admin. Aide*	1	-	-	1	-	ı	ı	ı		-	-	-	ı
Sergeant	5	-	-	5	-	5	ı	550		-	-	-	ı
Investigator	1	-	-	1	-	2	ı	110		1	-	1	110
SCPC Supervisor**	1	-	-	1	-	1	ı	110		-	-	-	ı
Admin. Specialists**	3	_	-	3		-	3	150			-	-	-
	-	-	-	-	-	-	-	-			-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	_	-	-	-			-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	14	-	-	14	-	11	3	1,250		1	-	1	110

# MCP K-9 | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

		(		NUMBEI SITIONS	R	11	UMBER O		DEOID	DGS		5 YEAR PI		
POSITION TITLE	GRADE	FULL TIME	PART			SHARED OFFICE		OPEN	REQ'D SQ. FEET	use only	FULL	PART FIME OR FIELD	TOTAL	TOTAL SQUARE FEET
Supervisor	SLE005	1	-	_	1	_	1	-	110		-	_	-	-
Police Officers	SLE003	5	1	-	5	-	1	4	100		2	-	2	100
	-	-	ı	-	-	-	1	1	-		_	-	-	-
	1	ı	ı	-	-	-	ı	ı	ı		-	-	-	-
	1	ı	ı	-	-	-	ı	ı	ı		-	-	-	-
	1	ı	ı	-	-	-	ı	ı	ı		-	-	-	-
	1	ı	ı	-	-	-	ı	ı	ı		-	-	-	-
	-	-	•	-	-	-	-	-	_		-	-	-	-
	-	_	-	-	-	_	_	-	_		-	-	-	-
	-	_	-	-	-	_	_	-	_		-	-	-	-
	-	-	-	-	-	_	_	-	-		_	-	-	-
					-		-	-	-		-	-	-	-
TOTAL THIS PAGE:		6	-	-	6	-	1	4	210		2	-	2	100

			MTC   SPA	CE AND P	PERSONNE	L: Present	and Project	ted Require	ments				
		CURRENT	NUMBER		Ν	UMBER O	F				5 YEAR PI	ROJECTIO	N
POSITION		OF POS	ITIONS		OFFI	CES REQU	IRED	REQ'D	DGS	(new	positions, be	eyond curre	nt level)
TITLE	FULL	PART			SHARED	PRIVATE	OPEN	SQ.	use	FULL	PART	TOTAL	TOTAL
	TIME	TIME OR	VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OR	EMP.	<b>SQUARE</b>
·	•	FIELD									FIELD		FEET
Chief Judge Tax Court	1	-	-	1	-	1	-	300		-	-	-	-
Judge Tax Court	4	-	-	4	-	4	-	800		-	-	-	-
Clerk Tax Court	1	-	-	1	-	1	-	150		-	-	-	-
Administrator IV	1	-	-	1	-	1	-	110		-	-	-	-
Executive Associate	1	-	-	1	-	1	-	110		-	-	-	-
Office Secy I	1	-	-	1	-	-	1	50		-	-	-	-
Office Clerk I	-	1	-	1	-	-	2	50		-	1	1	50
Law Clerk	1	-	-	1	-	-	3	50		2	-	2	100
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	•	-	-	-	-	-		-	-	-	-
	-	-	1	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
TOTAL THIS PAGE	10	1	-	11	-	8	6	1,620		2	1	3	150
TOTAL OTHER PAGES	-	-	•	-	-	-	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	10	1	-	11	_	8	6	1,620		2	1	3	150
SPECI	AL PURPO	OSE SPACE	,		# of Sta	ff/Items	Square			Number	of Items	Squa	re Feet
Courtroom Currently spo		<u> </u>				-		825			-		-
witness Stan	id, counsel i	tables and 2	5 seats			-		-			-		-
Secondary Hearing Room						20		400			-		-
Conference Room						10		200			-		-
Huddle Room (4-6ppl)						2		240					
Kitchenette (with sink & millw	ork)					1		80					
Library						12		240			-		-
Copy/Fax/Mail Room						1		80			-		-
Storage Room						1		80			-		-
File/Exhibits Room (Keycard o						1		100			-		-
Waiting Area (Seating and sec						10		175		<u> </u>	-		-
Storage Room for File Cabine						20		220		<b> </b>	-		-
Handicap Private Restroom (le	ocated adjac	cent to the C	hief Judge (	and Judge (	Office)	2		100			-		-
Server Room						1		80			-		-
			b. Total Sp		ose			2,820		Grand To			2,820
			Sub-Total (					4,440		Total Space	ce		4,590
			TOTAL SQ	UARE FEI	ET:		<u> </u>	4,440		Years:			4,590

	ı		•			L: Present		ected Requ	uirements				
POSITION	'	CURRENT OF POS		R	II	UMBER O CES REQU		REQ'D	DGS	II .	5 YEAR P		
	TOTAL T		IIIONS	1	II .	_						-	rent level)
TITLE	FULL TIME	PART TIME OF FIELD	VACANI	TOTAL		PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	FART FIME OF FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Principal Counsel	1	- TILLED	_	1	<u> </u>	1	_	250		<del> </del>	-	_	-
Deputy Counsel	1	-	_	1	<del>-</del>	1	_	200		<del> </del> -	_	-	
Sr Counsel	5	-	-	5	<u> </u>	5	-	750		╢-	_	-	-
Assist Attorneys General	3	_	4	7	_	10	-	770		3	_	3	330
Management Associate	1	-	-	1	<u> </u>		1	50		<u> </u>	-	-	-
	-	-	-	-	-	-	-	-		1 -	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
TOTAL THIS PAGE	11	-	4	15	-	17	1	2,020		3	_ [	3	330
TOTAL OTHER PAGES	-	-	-	-	-	-	-	-		-	-	-	-
A. TOTAL OFFICE SPA	11	-	4	15	_	17	1	2,020		3	-	3	330
SPECIA	AL PURP	OSE SPAC	CE		# of Sta	ff/Items	Squar	e Feet		Number	of Items	Squa	are Feet
Law Library (built in adju	stable she	elving)				-		300			-		-
Conference Room						-		300			-		-
Copier/Supply Room						1		80			-		-
File Room (14 Lateral Fil	e Cabinet	s)				-		225			-		-
Kitchenette (with sink and	l millwork	ī)				-		80			-		-
Storage (50 boxes of files)	)					-		100			-		-
Receptionist Area (insidea	l secured :	suite)				-		115			-		-
						-		-			-		-
						-		-			-		-
						-		-		<u> </u>	-		-
						-		-		<u> </u>	-		-
						-		-			-		-
				Special Pu				1,200		Grand T			1,200
				l (a and b)				3,220		Total Sp	ace		3,550
			TOTAL S	QUARE I	FEET:		<b>&gt;</b>	3,220		Years:			3,550

	OFM	SPACE A	AND PERS	SONNEL:	Present a	nd Project	ted Requi	rements					
POSITION			NUMBEI	R	N OFFI	UMBER O CES REQU	)F /IRED	KEQ'D	DGS		5 YEAR P ositions, b		ON rent level)
TITLE	FULL TIME	PART TIME OF FIELD	VACANT	TOTAL		PRIVATE OFFICE		SQ. FEET	use only	FULL TIME	PART FIME OF FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Asst Secretary-Facilities	1	-	-	1	-	1	-	150		1 -	-	-	-
Director of Operations	1	-	-	1	-	1	-	110		-	-	-	-
Director of Administration	1	-	-	1	-	1	-	110		-	-	-	-
Administrator V	1	-	-	1	-	1	-	110		-	-	-	-
Program Manager I	1	-	-	1	-	1	-	110		-	-	-	-
Administrator II	1	-	-	1	-	1	-	110		-	-	-	-
Administrator I	2	-	-	2	-	2	-	220		-	-	-	-
Administrative Officer II	1	-	-	1	-	1	-	110		-	-	-	-
Administrative Specialist II (Assistant)	1	-	-	1	-	1	-	110		-	-	-	-
*Administrative Specialist II	3	-	-	3			3	150		-	-	-	-
**Data Analysis Supervisor	-	-	-	-	-	1	-	-		1	-	1	110
**Data Analysis Technician	-	-	-	-	-	-	4	-		4	-	4	200
TOTAL THIS PAGE	13	-	-	13	-	11	7	1,290		5	-	5	310
TOTAL OTHER PAGES		-	-	-	-	-	2	100		2	<u> </u>	2	100
A. TOTAL OFFICE SPACE:	13	-	-	13	-	11	9	1,390		7	-	7	410
SPECIAL PURP	OSE SPACE	]			# of Sta	ff/Items	Squar	e Feet		Number	of Items	Squ	are Feet
*Customer Service Center (closed room)						3 Staff		-			-		-
**Operations Center (closed room)						7 Staff		-			-		-
Building Systems Branch - Storage Equipment	Room (Secur	ed - Key ca	rd access)			1		100			-		-
Copier/File Room/Office Supplies Room						2		160			-		-
Conference Room						11		220			-		-
Kitchenette (with sink and countertops)						1		80			_		_
CMMS Supply Room						1		80					
Operations Center Supply room (secured - key c	ard access)					1		80					-
			b. Total S	Special Pu	rpose			720		Grand T	otals		720
			Sub-Total	(a and b)	<u>:</u>			2,110		Total Sp	ace		2,520
			TOTAL S	QUARE F	EET:		<b>→</b>	2,110		Years:			2,520

# OFM | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI SITIONS	R	N	UMBER O	)F	REQ'D	DGS		5 YEAR PH ositions, be		
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		SHARED OFFICE			SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
**Administrator II		-	-	-	-	-	2	-		2	-	2	100
													100
	-	-	-	-	-	-	2	-		2	-	2	100

		CURRENT				UMBER O	-	l Requiren	101103	11 4	S YEAR P	DATECT	ION
POSITION	'		TOMBEI SITIONS	π	11	UMBEK U CES REQU		REQ'D	DGS	II			ON rent level)
TITLE	FULL	PART		l	11	PRIVATE		SQ.	use	FULL		TOTAL	TOTAL
HILE	TIME	1	  VACANT	TOTAL.		OFFICE		FEET	only	II .	TAKT TIME OF	EMP.	SQUARE
	111/112	FIELD	Memili	TOTAL	OTTICE	OTTICE	TIKET	I LEET	Olliy		FIELD	ENTI.	FEET
Director of Public Information	1	-	_	1	_	1	_	110		╫	-	-	-
Director of Marketing & Public Engagement	1	-	_	1	_	1	-	110		<del>  -</del>	-	-	-
Outreach Coordinator	1	-	_	1	_	1	-	110		l -	-	-	-
Digital Media Producer	1	-	-	1	_	1	-	110		l -	-	-	-
External Affairs & Social Media Officer	1	-	-	1	_	1	-	110		l -	-	-	-
Assistant Secretary	1	-	-	1	_	1	-	150		-	-	-	-
Director of Office Policy	-	-	-	-	-	1	-	-		1	-	1	110
Director of Compliance & Audits	-	-	-	-	-	1	-	-		1	-	1	110
Compliance & Audit Specialist	-	-	-	-	_	-	1	-		1	-	1	50
Office Policy Specialist	-	-	-	-	_	-	1	-		1	-	1	50
Executive Assistant to Assistant Secretary	-	-	_	-	_	1	-	-		1	-	1	110
Hotel workstations/Interns (cubicles)	5	-	-	5	-	-	5	250		-	-	-	-
TOTAL THIS PAGE	11	-	-	11	-	9	7	950		5		5	430
TOTAL OTHER PAGES	-	-	-	-	-	-	-	-		-	-	-	-
A. TOTAL OFFICE SPACE:	11	-	-	11	_	9	7	950		5	-	5	430
SPECIAL PURP	OSE SPAC	CE			# of Sta	ff/Items	Squar	e Feet		Number	of Items	Squa	re Feet
Conference Room						1		400			-		-
Electronics Storage Room (keycard access)						1		100			-		-
Marketing/Promotional Storage Room (keycar	rd access)					1		230					
Fax/Copy/Mail Room						1		80			-		-
Kitchenette (with Sink and millwork)						1		80			-		-
Audio/Visual Room (soundproof - recording s	essions) (se	ecured keyo	card access	s)(20x30)		1		600			-		-
Huddle Room (4-6ppl)						1		120			-		-
						-		-			-		-
						-		-			-		-
						-		-			-		-
						-		-			-		-
						-		-		<u> </u>	-		
						-		-			-		-
				Special Pu	_			1,610		Grand T			1,610
			Sub-Total	l (a and b)	:			2,560		Total Sp	ace		2,990
			TOTAL S	QUARE I	FEET:		<b>&gt;</b>	2,560		Years:			2,990

OF			• .					ojected Re	quiremen		F VE (B B	DO IECE	ION.
DOCUTION	°	CURRENT		R	II	UMBER O		DEOID	DCC	II	5 YEAR PI		
POSITION	FULL	OF POS	ITTONS	1	11	CES REQU PRIVATE		REQ'D	DGS			eyona cur TOTAL	rent level)
TITLE	TIME	PART	WA CANT	TOTAL	11	OFFICE		SQ. FEET	use	FULL TIME			TOTAL SQUARE
	I IIIVIE	FIELD	VACANI	IOIAL	OFFICE	OFFICE	AREA	FEEI	only	IIIVIE	FIELD	ENIP.	SQUARE FEET
Asst. Secretary	1	-	_	1	_	1	_	150		_	-	_	112121
Dir.of Operations	1	_	_	1	_	1		150		<u> </u>	-	_	
Office Manager (located near storage room)	1	_	_	1	_	1		110		<del> </del>	_	_	
Executive Assistant	1			1			1	50					
Portfolio Manager	1	_	_	1	_		1	50		<del>-</del>	-	-	
Chief, Lease&Proc	1			1	_	1	_	110					
Dep. Chief, Lease&Proc	1	_	-	1	-	1	-	110		-	-	-	-
Sr. ARM	2	_	-	2	-		2	100		_	-	-	-
ARM (1 Contract)	4	-	1	5	_		6	250		1	-	1	50
Brokers	8	-	-	8	_	-	8	400		-	-	-	
	-	-	-	-	_	_	-	-		-	-	-	-
	-	-	-	-	_	_	-	-		-	- 1	-	-
TOTAL THIS PAGE	21	-	1	22	-	5	18	1,480		1	<u> </u>	1	50
TOTAL OTHER PAGES	22	4	3	28	-	5	18	1,450		-	-	-	-
A. TOTAL OFFICE SPACE:	43	4	4	50	-	10	36	2,930		1	-	1	50
SPECIAL PURI	POSE SPA	CE			# of Sta	ff/Items	Squar	e Feet		Number	of Items	Squa	are Feet
Conference Room /30 Staff- Large (w / sub-	dividable 1	oom partit	ions)			30		600			-	_	-
File Room					50 file ca	l -		750			-		-
Storage Room						1		160					
Kitchenette (sink and millwork)						1		80			-		
Fax/Copy/Mail Room						1		80					
Receptionist						-		135			-		-
Huddle Room (4-6ppl)						2		240			-		-
Team Room (10-12ppl)						1		240			-		
						-		-			-		
						-		-			-		
						-		-			-		
						-		-			-		
						-		-			-		
			b. Total S	Special Pi	irpose			2,285		Grand T	otals		2,285
			Sub-Tota	l (a and b)	):			5,215		Total Sp	ace		5,265
			TOTAL S	QUARE I	FEET:		<b>&gt;</b>	5,215		Years:			5,265

# ORE LCU | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI		N	UMBER O CES REQU		REQ'D	DGS	1	5 YEAR PRositions, be		
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		SHARED	PRIVATE OFFICE	OPEN	SQ. FEET	use only	FULL	PART TIME OR FIELD	TOTAL	TOTAL SQUARE FEET
Chief, Lease Const./Comp.	1	-		1	-	1	-	110		-	-	-	-
Deputy Chief, Lease Const./Comp.				1		1		110					
Sr. Lease Const Mgr (1 Contract)	2	-	1	3	-	-	3	150		-	-	-	-
Junior Lease Constr. Mngr.	1	-	-	1	-	-	1	50					
Lease Comp. Mgr	1	-	-	1	-	1		110		-	-	-	-
Sr. Lease Comp. Officer	1	-	-	1	-	-	1	50		-	-	-	ı
Lease Comp. Officer	1	-	-	1	-	-	1	50		-	-	-	-
Lease Comp. Officer (Contract)	2			2			2	100					
Compliance Coordinator (Contract)	1	-	-	1	-	-	1	50		-	-	-	ı
										-	-	-	ı
										-	-	-	-
										-	-	-	-
										-	-	-	-
	10	-	1	12	-	3	9	780		-	-	-	-

# ORE Land | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		'NUMBEI	?	11	UMBER O				I	5 YEAR PI		
			SITIONS			CES REQU		REQ'D	DGS		ositions, be	-	
POSITION		PART			SHARED			SQ.	use	FULL	PART	TOTAL	TOTAL
TITLE	FULL		VACANT	TOTAL	OFFICE	OFFICE	AREA	FEET	only	TIME	TIME OR	EMP.	SQUARE
	TIME	OR									FIELD		FEET
		FIELD											
Chief, Land Acq. & Disposal	1	-	-	1	-	1	-	110		_	-	-	-
Sr Acq. Agent	2	-	-	2	-	-	2	100		_	-	-	-
Contract Acq. Agent	1	-	1	1		-	1	50		_	-	-	-
Jr. Paralegal	1	-	-	1		-	1	50		_	-	-	-
Sr. Paralegal	1		-	1		-	1	50		_	-	-	-
Chief, Val & Appraisal	1	-	-	1		1	-	110		_	-	-	-
Asst. Chief, Val. & App.		1	-	1		-	1	50		_	-	-	-
Sr. Review Appr.	-	3	-	3		-	3	150		_	-	-	-
	-	-	-	-	-	_	-	-		-	-	-	-
	-	-	-	-	-	_	-	-		-	-	-	-
	-	-	-	ı	-	-	-	-		-	-	-	-
				_		-	-	-		_	_	-	_
TOTAL THIS PAGE:	7	4	1	11	_	2	9	670		-	-	-	-

		OSP   S	SPACE A	ND PERSO	ONNEL: 1	Present an	d Projecto	ed Require	ments				
	(	CURRENT		R	11	UMBER C				ll	5 YEAR P.		
POSITION		OF POS	ITIONS		11	CES REQU		REQ'D	DGS			•	rent level)
TITLE	FULL TIME	PART TIME OR	N/ A C A NIT		SHARED			SQ. FEET	use	FULL TIME	PART	TOTAL	TOTAL
	IIIVIE	FIELD	VACANI	IOIAL	OFFICE	OFFICE	AREA	FEEI	only	TIME	FIME OF	EMIP.	SQUARE FEET
Executive Aide X CPO	-	-	1	1	-	1	-	200		-	-	-	-
Executive Aide X DCPO	2	-	-	2	-	2	-	300		-	-	1	-
Administrator	1	-	1	1	-	1	-	110		-	-	ı	-
Chief Admin Officer	-	-	1	1	-	1	-	110		-	-	ı	1
Director	1			1		1		110		-	-	ı	1
Director	3	1	ı	3	-	3	-	330		-	-	1	1
Procurement Manager III	6	-	3	9	-	9	-	990		-	-	-	-
Program Manager Sr II	4	-	1	5	-	5	-	550		-	-	-	-
Program Manager Sr I	2	-	-	2	-	2	-	220		-	-	-	-
Procurement Manager II	2	-	1	3	-	7	-	330		4	-	4	440
Procurement Manager I	5	_	_	5	_	5	_	550		_	_	_	_
Program Manager IV	1		<u> </u>	1		1		110				<u> </u>	

TOTAL OTHER PAGES   56   2   2   60   -   1   91   3,060   32   -   32   1,5	Procurement Officer IV	2	-	1	3	-	-	9	150	6	-	6	300
TOTAL OTHER PAGES   56   2   2   60   -   1   91   3,060   32   -   32   1,5		1	ı	-	-	-	1	-	ı	-	-	-	
A. TOTAL OFFICE SPACE:   85   2   10   97   -   39   100   7,120   42   -   42   2,2	TOTAL THIS PAGE	29	-	8	37	-	38	9	4,060	10	-	10	740
SPECIAL PURPOSE SPACE	TOTAL OTHER PAGES	56	2	2	60	-	1	91	3,060	32	-	32	1,550
Kitchenette (with sink and millwork)	A. TOTAL OFFICE SPACE:	85	2	10	97	-	39	100	7,120	42	-	42	2,290
Storage   2   320	SPECIAL	PURPOSI	E SPACE			# of Sta	ff/Items	Square	e Feet	Number	of Items	Squa	re Feet
Conference room to seat 25   25   500	Kitchenette (with sink and millw	ork)					4		320		_		-
Fax/Copy/Mail Room	Storage						2		320		-		-
Focus Room	Conference room to seat 25						25		500		-		
Team Room (1 Senior Level Team Room to be keycard access)   5	Fax/Copy/Mail Room						2		160		-		-
Training Room for 40 people	Focus Room						8		560		-		
	Team Room (1 Senior Level Tea	m Room t	o be keyca	rd access)			5		1,200		-		
	Training Room for 40 people						40		1,200		-		_
							-		-		-		
							-		-		-		_
b. Total Special Purpose 4,260 Grand Totals 4,2							-		-		-		
b. Total Special Purpose 4,260 Grand Totals 4,2							-		-		-		-
							-		-		-		-
Sub-Total (a and b): 11 380 Total Space 13 6				b. Total S	Special Pur	rpose			4,260	Grand T	otals		4,260
11,500   10tal Space   15,00				Sub-Total	(a and b):				11,380	Total Spa	ace		13,670
								<b>&gt;</b>	11,380	_			13,670

# OSP | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	(		NUMBEI	?		UMBER O		DEOID	DCG		5 YEAR PE		
DOCUTION			SITIONS			CES REQU		REQ'D	DGS		ositions, be		
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT			PRIVATE OFFICE	OPEN AREA	SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
Procurement Officer III	13	1	4	18	-	-	28	900		10	-	10	500
Program Manager II													
	1	-	-	1	-	1		110		-	-	-	-
Internal Auditor Program Supervisor	-	_	1	1	-	-	1	50		_	-	-	-
Administrator V													
	1	-	_	1	_	-	1	50		-	_	-	-
IT Sys Tech Spec Supervisor	1	-	-	1	-	-	1	50		-	-	1	-
IT Sys Tech Spec	1			1			1	50					
Program Manager I	1		-	1	-	-	1	50		-	-	-	-
i rogram ivianager i	2	-	-	2	-	-	3	100		1	-	1	50

												1.1.1.2012
	49	1	10	60	-	1	107	3,060	48	-	48	2,400
	1		-	1	-	-	2	50	1	-	1	50
IT Tech Support Spec												
	2	-	-	2	_	-	6	100	4	-	4	200
Procurement Officer I												
	5	-	-	5	-	-	9	250	4	-	4	200
Administrator III												
	22	-	5	27		-	55	1,350	28	-	28	1,400
			_	0.5				1050	20			1.400
Procurement Officer II	1					1						

# OSP | SPACE AND PERSONNEL

# PRESENT AND PROJECTED REQUIREMENTS (SUPPLEMENTAL)

#### Form 680-1

(Use with Form 680-1)

	CURRENT NUMBER				NUMBER OF					5 YEAR PROJECTION			
			SITIONS		OFFICES REQUIRED			REQ'D	DGS	(new positions, beyond current level)			
POSITION TITLE	FULL TIME	PART TIME OR FIELD	VACANT		SHARED OFFICE			SQ. FEET	use only	FULL TIME	PART TIME OR FIELD	TOTAL EMP.	TOTAL SQUARE FEET
IT Functional Analyst II (eMMA Help Desk Tier I)		-	2	_	-	-	3	100		1	_	1	50
Database Specialist I	1	-	-	1	-	-	2	50		1	-	1	50
Admin Officer I	2	-	-	2	-	-	2	100		-	_	-	-
Procurement Assoc II	1	_	-	1	_	-	1	50			_	-	_
Admin Specialist II	1	1	_	2	_	_	2	100			_	-	-
Admin Specialist I	1	-	-	1	-	-	1	50		-	-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	<u> </u>	-	<u>-</u> -	-			-	-	-
	-	-	-	-	-	-	-	-		-	-	-	-
			_	-		-	-	-		-	-	-	-
TOTAL THIS PAGE:	6	1	2	7	-	-	11	450		2	-	2	100