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ARTICLE 10

RELATING TO LEASES

SECTION 1. *Department of Corrections (249 Roosevelt Avenue, Pawtucket).*

WHEREAS, The Department of Corrections currently occupies approximately 4,700 square feet at 249 Roosevelt Avenue in the City of Pawtucket;

WHEREAS, The Department of Corrections currently has a current lease agreement, in full force and effect, with PUI O, Inc., for approximately 4,700 square feet of office space located at 249 Roosevelt Avenue, in the City of Pawtucket;

WHEREAS, The existing lease expires on July 31, 2024, and the Department of Corrections wishes to renew this lease for an additional five-year term;

WHEREAS, The State of Rhode Island, acting by and through the Department of Corrections attests to the fact that there are no clauses in the lease agreement with PUI O, Inc., that would interfere with the Department of Corrections lease agreement or use of the facility;

WHEREAS, The leased premises provide a critical location for the offices of the Department of Corrections from which the Department can fulfill its mission;

WHEREAS, The annual base rent in the agreement in the current fiscal year, ending June 30, 2024 is \$99,734.04;

WHEREAS, The anticipated annual base rent of the agreement in each of the five (5) years of the renewal term will not exceed \$106,716.00;

WHEREAS, The payment of the annual base rent will be made from funds available to the Department of Corrections for the payments of rental and lease costs based on annual appropriations made by the General Assembly; and

WHEREAS, The State Properties Committee now respectfully requests the approval of the General Assembly for the lease agreement between the Department of Corrections and PUI O, Inc., for leased space located at 249 Roosevelt Avenue, Pawtucket; now therefore be it

RESOLVED, That this General Assembly of the State of Rhode Island hereby approves the lease agreement, for a term not to exceed five (5) years and an aggregate base rent not to exceed \$533,580.00;

RESOLVED, That this Joint Resolution shall take effect upon passage by the General Assembly;

1 RESOLVED, That the Secretary of State is hereby authorized and directed to transmit duly
2 certified copies of this resolution to the Governor, the Director of the Department of Corrections,
3 the Director of Administration, the State Budget Officer, and the Chair of the State Properties
4 Committee.

5 SECTION 2. Section 42-11-2 of the General Laws in Chapter 42-11 entitled "Department
6 of Administration" is hereby amended to read as follows:

7 **42-11-2. Powers and duties of department.**

8 The department of administration shall have the following powers and duties:

9 (1) To prepare a budget for the several state departments and agencies, subject to the
10 direction and supervision of the governor;

11 (2) To administer the budget for all state departments and agencies, except as specifically
12 exempted by law;

13 (3) To devise, formulate, promulgate, supervise, and control accounting systems,
14 procedures, and methods for the state departments and agencies, conforming to such accounting
15 standards and methods as are prescribed by law;

16 (4) To purchase or to contract for the supplies, materials, articles, equipment, printing, and
17 services needed by state departments and agencies, except as specifically exempted by law;

18 (5) To prescribe standard specifications for those purchases and contracts and to enforce
19 compliance with specifications;

20 (6) To supervise and control the advertising for bids and awards for state purchases;

21 (7) To regulate the requisitioning and storage of purchased items, the disposal of surplus
22 and salvage, and the transfer to or between state departments and agencies of needed supplies,
23 equipment, and materials;

24 (8) To maintain, equip, and keep in repair the state house, state office building, and other
25 premises owned or rented by the state for the use of any department or agency, excepting those
26 buildings, the control of which is vested by law in some other agency;

27 (9) To provide for the periodic inspection, appraisal or inventory of all state buildings and
28 property, real and personal;

29 (10) To require reports from state agencies on the buildings and property in their custody;

30 (11) To issue regulations to govern the protection and custody of the property of the state;

31 (12) To assign office and storage space and to rent and lease land and buildings for the use
32 of the several state departments and agencies in the manner provided by law;

33 (13) To control and supervise the acquisition, operation, maintenance, repair, and
34 replacement of state-owned motor vehicles by state agencies;

1 (14) To maintain and operate central duplicating and mailing service for the several state
2 departments and agencies;

3 (15) To furnish the several departments and agencies of the state with other essential office
4 services;

5 (16) To survey and examine the administration and operation of the state departments and
6 agencies, submitting to the governor proposals to secure greater administrative efficiency and
7 economy, to minimize the duplication of activities, and to effect a better organization and
8 consolidation of functions among state agencies;

9 (17) To operate a merit system of personnel administration and personnel management as
10 defined in § 36-3-3 in connection with the conditions of employment in all state departments and
11 agencies within the classified service;

12 (18) To assign or reassign, with the approval of the governor, any functions, duties, or
13 powers established by this chapter to any agency within the department;

14 (19) To establish, maintain, and operate a data processing center or centers, approve the
15 acquisition and use of electronic data processing services by state agencies, furnish staff assistance
16 in methods, systems and programming work to other state agencies, and arrange for and effect the
17 centralization and consolidation of punch card and electronic data processing equipment and
18 services in order to obtain maximum utilization and efficiency;

19 (20) To devise, formulate, promulgate, supervise, and control a comprehensive and
20 coordinated statewide information system designed to improve the database used in the
21 management of public resources, to consult and advise with other state departments and agencies
22 and municipalities to assure appropriate and full participation in this system, and to encourage the
23 participation of the various municipalities of this state in this system by providing technical or other
24 appropriate assistance toward establishing, within those municipalities, compatible information
25 systems in order to obtain the maximum effectiveness in the management of public resources;

26 (i) The comprehensive and coordinated statewide information system may include a Rhode
27 Island geographic information system of land-related economic, physical, cultural and natural
28 resources.

29 (ii) In order to ensure the continuity of the maintenance and functions of the geographic
30 information system, the general assembly may annually appropriate such sum as it may deem
31 necessary to the department of administration for its support;

32 (21) To administer a statewide planning program including planning assistance to the state
33 departments and agencies;

34 (22) To administer a statewide program of photography and photographic services;

1 (23) To negotiate with public or private educational institutions in the state, in cooperation
2 with the department of health, for state support of medical education;

3 (24) To promote the expansion of markets for recovered material and to maximize their
4 return to productive economic use through the purchase of materials and supplies with recycled
5 content by the state of Rhode Island to the fullest extent practically feasible;

6 (25) To approve costs as provided in § 23-19-32;

7 (26) To provide all necessary civil service tests for individuals seeking employment as
8 social workers at the department of human services at least twice each year and to maintain an
9 adequate hiring list for this position at all times;

10 (27)(i) To prepare a report every three (3) months of all current property leases or rentals
11 by any state ~~or quasi-state~~ agency to include the following information:

12 (A) Name of lessor;

13 (B) Description of the lease (purpose, physical characteristics, and location);

14 (C) Cost of the lease;

15 (D) Amount paid to date;

16 (E) Date initiated;

17 (F) Date covered by the lease.

18 ~~(ii) To prepare a report by October 31, 2014, of all current property owned by the state or~~
19 ~~leased by any state agency or quasi-state agency to include the following information:~~

20 ~~(A) Total square feet for each building or leased space;~~

21 ~~(B) Total square feet for each building and space utilized as office space currently;~~

22 ~~(C) Location of each building or leased space;~~

23 ~~(D) Ratio and listing of buildings owned by the state versus leased;~~

24 ~~(E) Total occupancy costs which shall include capital expenses, provided a proxy should~~
25 ~~be provided to compare properties that are owned versus leased by showing capital expenses on~~
26 ~~owned properties as a per square foot cost at industry depreciation rates;~~

27 ~~(F) Expiration dates of leases;~~

28 ~~(G) Number of workstations per building or leased space;~~

29 ~~(H) Total square feet divided by number of workstations;~~

30 ~~(I) Total number of vacant workstations;~~

31 ~~(J) Percentage of vacant workstations versus total workstations available;~~

32 ~~(K) Date when an action is required by the state to renew or terminate a lease;~~

33 ~~(L) Strategic plan for leases commencing or expiring by June 30, 2016;~~

34 ~~(M) Map of all state buildings which provides: cost per square foot to maintain, total~~

1 ~~number of square feet, total operating cost, date each lease expires, number of persons per building~~
2 ~~and total number of vacant seats per building; and~~

3 ~~(N) Industry benchmark report which shall include total operating cost by full-time~~
4 ~~equivalent employee, total operating cost by square foot and total square feet divided by full-time~~
5 ~~equivalent employee;~~

6 (28) To prepare a report to the chairs of the house and senate finance committees by
7 ~~December 15, 2021~~ February 15, 2025, and each year thereafter of all current property owned by
8 the state or leased by any state agency ~~or quasi-state agency~~ to include the following information:

9 (i) Total square feet for each building or leased space;

10 (ii) Total square feet for each building and space utilized as office space currently;

11 (iii) Location of each building or leased space;

12 (iv) Ratio and listing of buildings owned by the state versus leased;

13 (v) Total occupancy costs which shall include capital expenses, provided a proxy should
14 be provided to compare properties that are owned versus leased by showing capital expenses on
15 owned properties as a per square foot cost at industry depreciation rates;

16 (vi) Expiration dates of leases;

17 (vii) Number of workstations per building or leased space;

18 (viii) Total square feet divided by number of workstations;

19 (ix) Total number of vacant workstations;

20 (x) Percentage of vacant workstations versus total workstations available;

21 (xi) Date when an action is required by the state to renew or terminate a lease;

22 (xii) Strategic plan for leases commencing or expiring by June 30, 2022, and each
23 subsequent year thereafter;

24 (xiii) Master facility plans as required by § 42-11-2.9(a)(2);

25 ~~(xiii)~~ (xiv) Map of all state buildings that provides: cost per square foot to maintain, total
26 number of square feet, total operating cost, date each lease expires, number of persons per building
27 and total number of vacant seats per building; and

28 ~~(xiv)~~ (xv) Industry benchmark report related to office space that shall include total operating
29 cost by full-time equivalent employee, total operating cost by square foot and total square feet
30 divided by full-time equivalent employee;

31 (29) To provide by December 31, 1995, the availability of automatic direct deposit to any
32 recipient of a state benefit payment, provided that the agency responsible for making that payment
33 generates one thousand (1,000) or more such payments each month;

34 (30) To encourage municipalities, school districts, and quasi-public agencies to achieve

1 cost savings in health insurance, purchasing, or energy usage by participating in state contracts, or
2 by entering into collaborative agreements with other municipalities, districts, or agencies. To assist
3 in determining whether the benefit levels including employee cost sharing and unit costs of such
4 benefits and costs are excessive relative to other municipalities, districts, or quasi-public agencies
5 as compared with state benefit levels and costs; and

6 (31) To administer a health benefit exchange in accordance with chapter 157 of this title.

7 SECTION 3. This article shall take effect upon passage.