



Josh Geballe
Commissioner

STATE OF CONNECTICUT
Department of Administrative Services

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August 27, 2020

Mr. Edwin S. Greenburg, Chairman
State Properties Review Board
450 Columbus Boulevard – Suite 202
Hartford, CT 06103

Dear Mr. Greenberg,

I am pleased to submit the Department of Administrative Services (DAS) Annual Report for Fiscal Year 2020, required by C.G.S. 4b-2(a), as amended by P.A. 11-51.

DAS is emailing an electronic copy of the annual report to Dimple Desai for distribution to each member of the Board. Additionally, we will send an electronic copy to the Interim State Librarian, pursuant to C.G.S. 11-4a, as amended by P.A. 11-150.

Sincerely,

A handwritten signature in blue ink that reads "Josh Geballe".

Josh Geballe
Commissioner

JG/SPM/cr
Attachment

E-Mail: Noel Petra, Deputy Commissioner, Division of Real Estate and Construction – DAS
Shane Mallory, RPA, BOMI-HP, Administrator of Leasing and Property Transfer – DAS
Dimple Desai, Director, State Properties Review Board – DAS
Maureen Sullivan, Interim State Librarian - CSL

THE DEPARTMENT OF ADMINISTRATIVE SERVICES
ANNUAL REPORT TO THE STATE PROPERTIES REVIEW BOARD

For Fiscal Year 2020
(July 1, 2019 - June 30, 2020)

Prepared Pursuant to Conn. Gen. Stat. § 4b-2

Connecticut General Statutes § 4b-2 requires the Commissioner of Administrative Services to annually submit to the State Properties Review Board (“SPRB” or the “Board”) a report that includes “all pertinent data on his operations concerning realty acquisitions and the projected needs of the state.”

Section I of this report and its associated appendices provide information relating to real estate activities that fall under the authority of the Department of Administrative Services (“DAS”). Specifically, Section I provides data on the current status of DAS-leased real property, the costs of such leases, and trends relating to leases over time. This section also provides information on lease-outs executed by DAS in FY 2020, as well as realty acquisitions, sales and transfers that occurred during the fiscal year. Please note, DAS’s Division of Construction Services (“DCS”) submitted consultant agreements executed for work related to the construction, renovation and repair of state buildings and facilities to SPRB under separate cover.

Section II of this report discusses real-estate related projections and plans beyond FY 2020. Specifically, this section discusses recent and ongoing efforts by DAS and its partner agencies – including SPRB – to save money for the state by re-negotiating renewal rates, obtaining credits for the waiver of paint and carpet, reducing real estate taxes, leasing out state owned space not currently needed by state agencies, the sale of surplus properties and collapsing leases and moving state agencies when possible into state-owned buildings. In FY 2020, these efforts saved or provided cost avoidance to the state of approximately **\$9,127,000**. These savings/cost avoidance measures include; DAS lease-outs state-owned real estate which generated \$492,000 annual rental income for FY 2020, a negotiated reduction in the purchase price on an acquisition for the Board of Regents (“BOR”) that resulted in savings of \$800,000 for FY 2020 and the sale of state surplus real estate generating an additional \$1,000,000 (25 Sigourney Street). The cumulative effect of these actions since 2011 have resulted in excess of \$100,000,000 in savings and cost avoidance.

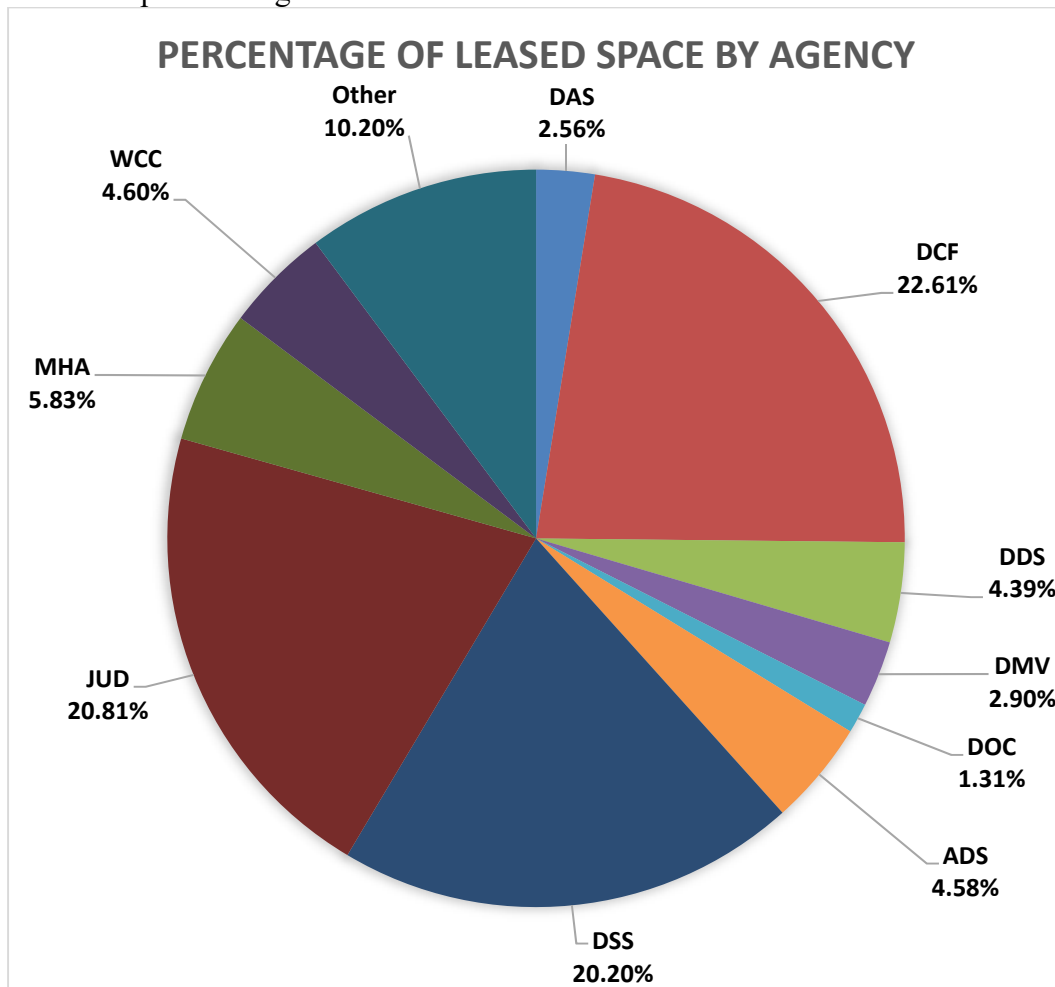
SECTION I: THE STATE'S REALTY ACTIVITY

A. Property Leased to the State

Status of State-Leased Property. As of June 30, 2020, DAS leased a total of 1,864,860 net usable square feet (“NUSF”) of space on its own behalf and on behalf of other using state agencies and offices. This space is distributed among 119 leases for office space, warehouse space, academic space, courtrooms, medical facilities and other client facilities (i.e. group homes), and other space required by state agencies and offices including leases for parking only. There are an additional 108 lease-outs for a total of 227 lease agreements. In FY 2020, the amount of leased floor space decreased by a net **304,724** NUSF. This decrease is largely due to terminating leases (55 Elm Street) and in part relocating employees to state owned space. The total NUSF of leased space in FY 2020 represents a **14%** decrease in leased space since FY 2019 (from 2,169,584 NUSF).

As DAS is generally responsible for centralized leasing, the figures above not only include space utilized by DAS, but also space utilized by other state agencies, the Judicial Branch, and the BOR. The figures, however, do not include space leased by agencies and offices with independent statutory authority to enter into leases (i.e. UConn, Department of Labor, and Department of Transportation).

The following chart illustrates the percentage of DAS-leased space utilized by individual agencies and branches. As indicated on the chart, the Department of Children and Families (“DCF”) utilizes the largest proportion of all DAS-leased space among the state agencies and offices. DAS is responsible for the management of leased space throughout the state.

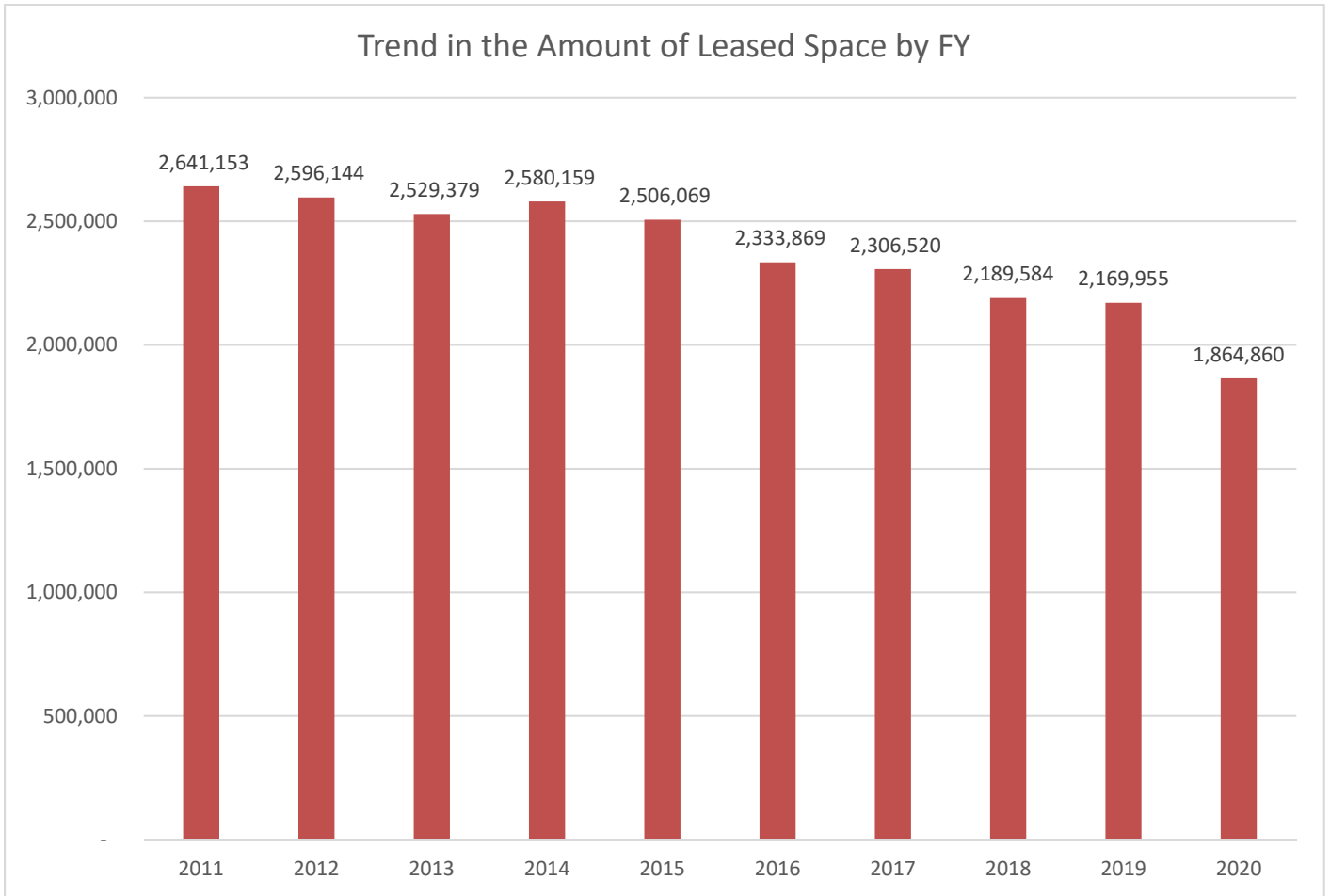


Costs of State-Leased Property. In FY 2020, the state’s total annualized cost of leased space under DAS control was \$33,213,877.06. This figure includes base rents and annual parking leases. Please note some industry-paid state agencies reimburse DAS for annual rental expenses. The FY 2020 annualized costs represent a **14.45%** decrease from the \$38,637,816 incurred by the state in overall lease costs in FY 2019. The average cost per square foot of leased space was \$16.70 in FY 2020 (*excluding standalone parking leases*), a 1.2% decrease from \$16.78 in FY 2019.

Appendix A provides a list of the 119 DAS leases for state agencies and offices as of June 30, 2020 including the address of each property, the agency occupying the property, the NUSF of each property, and the annual rent. This Appendix also includes a listing of and information pertaining to the 19 leases for parking only (included in the 119 leases count).

Trends. In the last 10 years, overall per square foot leasing costs have increased by an average of .41% per year (inflation *increased* by an average of 1.77% for the same period) with the average rate per square foot decreasing from \$16.93 (FY 2011) to \$16.70 (FY 2020) excluding standalone parking leases. Below are charts illustrating trends in the amount of the state’s leased space over the last 10 years and the average lease costs per square feet. **More importantly we have been successfully reducing the overall annual lease costs (including standalone parking leases) from a high of \$45,240,000 in FY 2008 to \$33,213,877 in FY 2020.**





Leasing Transactions during FY 2020. With regard to lease/transfer transactions that occurred specifically during FY 2020, between July 1, 2019 and June 30, 2020, the SPRB approved a total of forty four (44) transactions submitted by DAS. These submissions included eight (8) office/parking leases, eight (8) relocations/MOUs, one (1) parking only lease and nineteen (19) lease-out agreements. Three (3) lease assignments and (two) 2 property transfers required by statute. These leases comprised a total of 78,104 NUSF of space, with an average per square foot cost of \$18.80, parking included in lease. The total annualized value of all approved lease transactions was \$1,468,550.02.

Appendix B contains a list of proposals submitted by DAS and the action taken by the State Properties Review Board in FY 2020.

B. Lease-Out Activity

During FY 2020, the SPRB approved nineteen (19) transactions involving lease-outs of state-owned property, totaling approximately 45,518 NUSF, consisting in part of group homes and the state police museum. The lease-outs were executed with various non-profits and municipalities.

C. Acquisitions, Sales and Transfers

Appendix B includes a complete listing of all purchase, sale, transfer and easement transactions submitted by DAS and approved by the Board in FY 2020.

SECTION II: PROJECTING THE REALTY NEEDS OF THE STATE

Section 4b-23 of the Connecticut General Statutes requires each state agency to submit to the Office of Policy and Management (“OPM”) a long-range (five-year) plan for its facility needs by September first of each even-numbered year. A proposed state facility plan will be prepared by OPM and presented to the State Properties Review Board (“SPRB”) for its recommendations on or before February fifteenth. DAS’ Statewide Leasing and Property Transfer Division receives a copy of each agencies’ submittal with sufficient time to comment and edit as necessary. In addition, DAS completes the same long range plan, on behalf of other agencies, for those located in Hartford in DAS’s budget. The Secretary of OPM submits the recommended state facility plan to the General Assembly for approval on or before March fifteenth in each odd-numbered year. Upon the approval by the General Assembly of the operating and capital budget appropriations, the Secretary of OPM updates and modifies the recommended state facility plan, which then becomes the official “State Facility Plan.” The new plan became effective on July 1, 2020. DAS is responsible for implementation of the approved Plan.

One of DAS’s real estate-related priorities has been and continues to be the reduction in the amount of square feet leased by the state. This is accomplished by collapsing leases, reducing square footage when possible and placing agencies in state-owned buildings. Members of DAS’s Statewide Leasing and Property Transfer Division and DAS’s Facilities Division are working cooperatively with the staffs of the SPRB and the OPM Asset Management unit to identify available state-owned buildings that may be utilized in place of leased space.

DAS is responsible for managing state real property and to protect taxpayer assets and costs. Last year we identified that too much of the state’s work was still done on paper, and the information that is collected digitally cannot be easily shared, necessitating an increased amount of real estate square footage for files and paper storage. This was true as well in the real estate transactions DAS performs. In fiscal 2020 DocuSign was implemented for a majority of documents allowing them to be executed and approved electronically. We have increased the sharing of documents via SharePoint and TEAMS reducing the need for file cabinets. We continue to review the process to reduce and eliminate paper, use digitally signed agreements where appropriate, centralize real estate services, update the space standards (incorporating the new requirements due to COVID-19) bringing all of this in line with best practices with the intent of reducing costs to taxpayers and making the process user friendly for the various stakeholders.

In Fiscal Years 2013 and 2014, the DAS Statewide Leasing and Property Transfer Department, in conjunction with SPRB, OPM and the Office of the Attorney General, successfully completed the purchase and sale agreements on approximately 875,000 gross square feet of office space in Hartford at 55 Farmington Avenue (295,000 gross square feet) and 450 Columbus Boulevard (580,443 gross square feet). The 55 Farmington Avenue property transferred to the state on April 4, 2013. The project team completed the necessary improvements and employees were relocated from 25 Sigourney Street and 99-101 East River Drive. The East River Drive lease terminated October 2015 and 25 Sigourney Street was sold on February 24, 2020. Termination of the East River Drive lease alone reduced the square footage leased by the state by approximately 160,000 square feet.

The renovation of the State Office Building (SOB) was completed in FY 2020 with the Attorney General, Comptroller, Treasurer (all relocating from 55 Elm Street) and Secretary of the State (from Trinity Street) reducing space leased by 204,000 square feet and resulting in cost avoidance of \$5.6m per year. During FY 2020 the Teachers Retirement Board landlord was notified the lease at 765 Asylum Avenue would terminate in September 2020. The agency relocated to the SOB, reducing square footage leased by 13,430 and saving \$198,000 per year beginning in June 2020. DAS continues to work with OPM, SPRB and other stakeholders to right-size the space needs of state agencies and offices, obtain and maintain necessary space for the best value possible, and dispose of surplus state properties in a manner that is most fiscally advantageous to the state.

DAS's lease portfolio decreased in FY 2020 by approximately 14.4%, and other consolidations are planned in FY 2021 such as the relocation of agencies out of 18-20 Trinity Street and 30 Trinity Street into the SOB and 55 Farmington Avenue.

For fiscal year 2020, DAS saved approximately \$9,100,000 for the state by collapsing leases, renegotiating renewal rates (i.e., took ownership on behalf of the Judicial Hartford Superior Court at 90 Washington Street, thereby eliminating annual rent of \$1,900,000), ensuring real estate tax payments were correct (saving \$277,582 for FY 2020), etc. In addition to the aforementioned savings, DAS leases state-owned unused real estate generating \$492,000 annual rental income for FY 2020.

Statewide Leasing and Property Transfer matters are a high priority for its client agencies (having adequate facilities that allows agencies to carry out their missions is critical) and therefore are a high priority for DAS.

The Division also worked on many unique projects and transactions throughout the year providing its expertise to other agencies in a continuing effort to provide a high level of customer service to the agencies it serves:

- **COVID -19 ACTIVITIES (under Executive Order 7(j)):**
 - The Administrator is co-lead of the Real Estate/Facilities team on the Unified Command Team coordinating all real estate related activities
 - Hotel Agreements: Within less than 2 weeks of being asked to assist in the homeless shelter decompression effort (relocating the homeless out of shelters), the Statewide Leasing & Property Transfer team had successfully negotiated, executed and obtained approvals on agreements for over 750 hotel rooms at 14 hotels throughout the State at substantially reduced rates from the hotels' normal rates. Moreover, the shelter decompression implementation in Connecticut has been hailed as a best practice in the Country.
 - License Agreements for emergency COVID response activities: Statewide Leasing and Property Transfer negotiated two license agreements at Gateway Community College to allow Yale New Haven Hospital to use classrooms for emergency nurse training and an agreement between Jordan's Furniture in New Haven to use parking for a drive-up COVID testing center.
 - MOUs for emergency COVID response activities: Negotiated multiple MOUs with other state agencies for a variety of COVID response activities, including use of residence halls at BOR and UCONN for first responders and healthcare providers, a facility for the operation of a mobile PPE decontamination unit, Aircraft Landing Authorization Agreement for use of athletic fields at Central Connecticut State University to land a military medical helicopter and at the Connecticut Convention Center as a stand-up field hospital.
- Savings by reviewing tax invoices from lessors, seeking reevaluations, etc., a total \$277,582.

- DocuSign (e-signature software) was implemented and a majority of all documents are now “paperless” and signed electronically.
- Judicial Branch (90 Washington St., Hartford Courthouse) was purchased for \$1.00 as the lease to purchase agreement negotiated by DAS Leasing 15 years ago came to an end, saving the State \$1,900,000 per year in rent.
- The lease terminated on time at 55 Elm Street, Hartford effective March 31, 2020, the Constitutional Officers relocated to the renovated owned State Office Building. The rent avoidance is approximately \$5.6m per year.
- The vacant 25 Sigourney Street building in Hartford transferred ownership (the sale agreement was approved in the last fiscal year) to a private developer putting the property back on Hartford’s tax rolls, generating \$1.0m for the state and avoiding on-going maintenance expenses of approximately \$700,000 per year.
- Terminated 8,000 sq.ft. at 110 Bartholomew, Hartford for DCF, saving \$120,000/year in base rent alone.
- Terminated the lease at 130 North Main Street in Bristol for Judicial saving over \$146,000/year in rent.
- Via the transfer act, conveyed the Regional Market to the Capitol Regional Development Authority (CRDA).
- Via the transfer act, conveyed 10 Clinton Street and the lower lot of the State Office Building to CRDA for the construction of a new garage (currently underway) and economic development. (This transfer did not require SPRB approval).
- 59 property inspections and 10 re-inspections were conducted during the fiscal year by the department’s Compliance Officer as required by Statute.
- The staff handled over 25,000 emails dealing with property management and lease compliance matters for the leased sites.
- The Administrator and Property Agent 2 staff completed the six course Certificate in Commercial Real Estate from Cornell University in order to keep up to date in analytical and technology areas of the real estate industry.
- After an extensive recruitment and search effort, an experienced real estate attorney from the private sector (a Staff Attorney 2) was hired within the Division of Real Estate and Construction Services working with the Statewide Leasing and Property Transfer Team becoming an indispensable member of the team.

DAS is proud of these accomplishments, and plans to continue working with the Board, OPM and other stakeholders to build upon these savings and achievements in the future.

MUNICIPALITY	STREET	TENANT AGENCY	USABLE AREA	ANNUAL RENT	DOLLARS PER SQ FT
OFFICE LEASES					
GROTON	445 EASTERN POINT ROAD - BLDG 230	DAS	47750	\$1.00	\$0.00
BRIDGEPORT	100 FAIRFIELD AVE	DCF	44435	\$1,011,784.92	\$22.77
DANBURY	131 WEST ST	DCF	17379	\$329,332.08	\$18.95
HARTFORD	110 BARTHOLOMEW AVE	DCF	63645	\$902,229.00	\$14.18
MANCHESTER	364 WEST MIDDLE TPK	DCF	35068	\$561,087.96	\$16.00
MERIDEN	1 WEST MAIN ST	DCF	19856	\$375,588.36	\$18.92
MIDDLETOWN	2081 SOUTH MAIN ST	DCF	17360	\$279,495.96	\$16.10
MILFORD	38 WELLINGTON RD	DCF	39907	\$658,465.50	\$16.50
NEW BRITAIN	1 GROVE ST	DCF	41482	\$725,934.96	\$17.50
NEW HAVEN	1 LONG WHARF DR	DCF	49529	\$989,589.48	\$19.98
NORWALK	761 MAIN AVENUE	DCF	23682	\$588,260.88	\$24.84
NORWICH	2 COURTHOUSE SQ	DCF	36022	\$608,553.48	\$16.89
TORRINGTON	62 COMMERCIAL BLVD	DCF	10000	\$125,000.04	\$12.50
WINDHAM	322 MAIN ST	DCF	23263	\$301,488.48	\$12.96
EAST HARTFORD	255 PITKIN ST	DDS	32628	\$540,000.00	\$16.55
NEW HAVEN	370 JAMES ST	DDS	12972	\$194,580.00	\$15.00
WALLINGFORD	35 THORPE AVENUE	DDS	27529	\$493,097.04	\$17.91
WINDHAM	90 SOUTH PARK ST	DDS	8693	\$113,652.00	\$13.07
BRIDGEPORT	110 COLONIAL AVE	DMV	15000	\$346,674.36	\$23.11
DANBURY	2 LEE MAC AVE	DMV	9889	\$211,963.20	\$21.43
NEW BRITAIN	85 NORTH MOUNTAIN RD	DMV	11500	\$231,000.00	\$20.09
STAMFORD	137 HENRY STREET	DMV	676	\$0.96	\$0.00
WATERBURY	2200 THOMASTON AVE	DMV	7725	\$123,600.00	\$16.00
WINDHAM	1559 WEST MAIN ST	DMV	9254	\$99,000.00	\$10.70
NEW HAVEN	620 Grand Avenue	DOC	11075	\$187,425.24	\$16.92
NORWICH	2-6 CLIFF ST	DOC	3735	\$53,223.72	\$14.25
WATERBURY	2200 THOMASTON AVE	DOC	9644	\$177,000.00	\$18.35
BRIDGEPORT	1057 BROAD ST	ADS	6080	\$127,680.00	\$21.00
EAST HARTFORD	893 MAIN STREET	ADS	1116	\$27,455.04	\$24.60
HARTFORD	309 WAWARME AVE	ADS	35309	\$563,178.60	\$15.95
MIDDLETOWN	442 SMITH STREET	ADS	1408	\$16,896.00	\$12.00
NEW HAVEN	370 JAMES ST	ADS	5857	\$87,855.00	\$15.00
NEW LONDON	6 SHAWS COVE	ADS	818	\$15,239.90	\$18.63

APPENDIX A

MUNICIPALITY	STREET	TENANT AGENCY	USABLE AREA	ANNUAL RENT	DOLLARS PER SQ FT
TORRINGTON	30 PECK ROAD	ADS	939	\$11,268.00	\$12.00
WINDSOR	184 WINDSOR RD.	ADS	33968	\$441,584.04	\$13.00
BRIDGEPORT	925 HOUSATONIC AVE	DSS	57430	\$933,237.48	\$16.25
DANBURY	342 MAIN ST	DSS	14643	\$232,092.00	\$15.85
HARTFORD	3580 MAIN ST	DSS	46346	\$710,947.68	\$15.34
MANCHESTER	699 EAST MIDDLE TPK	DSS	25370	\$403,383.00	\$15.90
MIDDLETOWN	2081 SOUTH MAIN ST	DSS	26497	\$442,336.20	\$16.69
NEW HAVEN	50 HUMPHREY STREET	DSS	51282	\$799,999.20	\$15.60
NEWINGTON	30 CHRISTIAN LA	DSS	28325	\$488,606.28	\$17.25
STAMFORD	1642 BEDFORD ST	DSS	17600	\$277,200.00	\$15.75
TORRINGTON	62 COMMERCIAL BLVD	DSS	8280	\$103,500.00	\$12.50
WATERBURY	249 THOMASTON AVE, A	DSS	27360	\$437,760.00	\$16.00
WATERBURY	249 THOMASTON AVE, A	DSS	14889	\$238,224.00	\$16.00
WILLIMANTIC	1320 MAIN STREET	DSS	10752	\$169,344.00	\$15.75
WINDSOR	20 MEADOW ROAD	DSS	47937	\$623,181.00	\$13.00
BRIDGEPORT	1 LAFAYETTE CR	JUD	33376	\$517,328.04	\$15.50
BRISTOL	225 NO. MAIN ST	JUD	5204	\$82,136.40	\$15.78
DANBURY	319 MAIN ST	JUD	6263	\$90,375.12	\$14.43
DANIELSON	190 MAIN STREET	JUD	5534	\$54,233.28	\$9.80
DERBY	100 ELIZABETH ST	JUD	5730	\$110,875.56	\$19.35
EAST HARTFORD	287 MAIN ST	JUD	8712	\$158,297.04	\$18.17
EAST HARTFORD	99-101 EAST RIVER DR.	JUD	33468	\$698,811.84	\$20.88
HARTFORD	309 WAWARME AVE	JUD	23223	\$320,946.72	\$13.82
HARTFORD	999 ASYLUM AVE	JUD	10939	\$169,554.48	\$15.50
GLASTONBURY	455 WINDING BROOK DR	JUD	29664	\$637,776.00	\$21.50
MANCHESTER	587 EAST MIDDLE TPK	JUD	4760	\$74,589.12	\$15.67
MERIDEN	165 MILLER STREET	JUD	6491	\$23,541.96	\$3.63
MIDDLETOWN	484 MAIN ST	JUD	3214	\$47,952.84	\$14.92
MIDDLETOWN	484 MAIN ST	JUD	5950	\$88,238.52	\$14.83
MILFORD	ONE DARINA PL	JUD	4797	\$95,700.12	\$19.95
NEW HAVEN	414 CHAPEL ST	JUD	15718	\$213,294.24	\$13.57
NEW HAVEN	881 STATE ST	JUD	22805	\$324,971.28	\$14.25
NEW LONDON	153 WILLIAMS ST	JUD	9150	\$124,809.72	\$13.64
NORWALK	11 COMMERCE ST	JUD	6249	\$103,358.52	\$16.54
NORWICH	97-105 MAIN ST	JUD	5038	\$60,456.00	\$12.00
PUTNAM	265 KENNEDY DRIVE	JUD	2721	\$51,785.76	\$19.03
PUTNAM	267 KENNEDY DRIVE	JUD	4563	\$83,830.32	\$19.37

APPENDIX A

MUNICIPALITY	STREET	TENANT AGENCY	USABLE AREA	ANNUAL RENT	DOLLARS PER SQ FT
ROCKY HILL	97 HAMMER MILL RD	JUD	22762	\$199,622.76	\$8.77
VERNON	25 SCHOOL ST	JUD	9072	\$136,080.00	\$15.00
VERNON	428 HARTFORD TPK	JUD	2378	\$47,152.92	\$19.83
VERNON	26 PARK ST	JUD	4014	\$28,820.52	\$7.18
WATERBURY	11 SCOVILL ST	JUD	17040	\$267,698.40	\$15.71
WATERFORD	978 HARTFORD TPK	JUD	19962	\$491,264.88	\$24.61
WETHERSFIELD	225 SPRING ST	JUD	30618	\$522,350.76	\$17.06
WETHERSFIELD	225 SPRING ST	JUD	10206	\$174,775.32	\$17.12
WINDHAM	81-101 COLUMBIA AVE	JUD	18545	\$716,273.28	\$38.62

BRIDGEPORT	100 FAIRFIELD AVE	MHA	21036	\$503,812.20	\$23.95
DANBURY	78 TRIANGLE ST	MHA	11056	\$160,311.96	\$14.50
NEW HAVEN	1 LONG WHARF DR	MHA	7600	\$183,540.00	\$24.15
NEW HAVEN	389 WHITNEY AVE	MHA	4776	\$93,066.96	\$19.49
OLD SAYBROOK	2 CENTER ROAD WEST	MHA	1854	\$34,484.52	\$18.60
STAMFORD	1351 WASHINGTON ST	MHA	14089	\$489,488.16	\$34.74
TORRINGTON	249 WINSTED RD	MHA	15214	\$262,897.92	\$17.28
WATERBURY	95 THOMASTON AVE	MHA	20327	\$292,708.80	\$14.40
WATERBURY	1669 THOMASTON AVE	MHA	6031	\$71,165.88	\$11.80
WEST HAVEN	270 CENTER ST	MHA	6800	\$103,224.00	\$15.18
BRIDGEPORT	350 FAIRFIELD AVE	WCC	9131	\$146,095.92	\$16.00
HARTFORD	21 OAK ST	WCC	17100	\$333,450.00	\$19.50
HARTFORD	999 ASYLUM AVE	WCC	9974	\$191,301.36	\$19.18
MIDDLETOWN	90 COURT ST	WCC	7500	\$102,000.00	\$13.60
NEW BRITAIN	233-235 MAIN ST	WCC	8400	\$152,460.00	\$18.15
NEW BRITAIN	24 WASHINGTON STREET	WCC	7147	\$142,940.04	\$20.00
NEW HAVEN	700 STATE ST	WCC	8800	\$171,523.56	\$19.49
NORWICH	55 MAIN ST	WCC	9638	\$222,637.80	\$23.10
STAMFORD	111 HIGH RIDGE RD	WCC	8040	\$160,800.00	\$20.00
BRISTOL	430 NO. MAIN ST	CCC	8003	\$122,445.96	\$15.30
DANBURY	190-196 MAIN STREET	CCC	19650	\$353,700.00	\$18.00
DERBY	75 CHATFIELD ST	CCC	0	\$0.00	\$0.00
NEWINGTON	81-85 ALUMNI RD	COC	10027	\$80,215.90	\$8.00
HARTFORD	75 VAN BLOCK AVE	CSL	43806	\$392,720.76	\$8.96
NEW HAVEN	234 CHURCH ST	DCJ	1770	\$42,500.04	\$24.01
WEST HARTFORD	141 SOUTH ST	DCJ	7496	\$62,516.64	\$8.34
HARTFORD	250-260 CONSTITUTION PL	DOB	30144	\$739,575.96	\$24.53

MUNICIPALITY	STREET	TENANT AGENCY	USABLE AREA	ANNUAL RENT	DOLLARS PER SQ FT
HARTFORD	960 MAIN/153 MARKET ST	DOI	41887	\$966,752.04	\$23.08
BRIDGEPORT	752 EAST MAIN STREET	DVA	576	\$0.00	\$0.00
WASHINGTON	400/444 N CAPITOL STREET NW, SUITE 317	GOV	1031	\$67,530.48	\$65.50
BRIDGEPORT	350 FAIRFIELD AVE	HRO	3851	\$76,255.80	\$19.80
HARTFORD	330 MAIN ST	PDS	4041	\$63,645.72	\$15.75
ROCKY HILL	2275 SILAS DEANE HWY	PDS	4565	\$71,214.00	\$15.60
HARTFORD	765 ASYLUM AVE	TRB	13430	\$197,453.76	\$14.70
PARKING LEASES					
BRIDGEPORT	95 CHAPEL ST	JUD	0	\$145,941.60	\$0.00
BRIDGEPORT	314-322 FAIRFIELD AVE	JUD	0	\$99,999.96	\$0.00
DANBURY	5 PARK PL	JUD	0	\$7,920.00	\$0.00
DANIELSON	CENTER ST. MUN. LOT	JUD	0	\$9,000.00	\$0.00
DERBY	ELIZABETH. & THOMPSON PL.	JUD	0	\$21,600.00	\$0.00
HARTFORD	240 PARK/CEDAR ST	DAS	0	\$77,933.04	\$0.00
HARTFORD	155 MORGAN ST	DAS	0	\$0.00	\$0.00
HARTFORD	245 HAMILTON ST	DCF	0	\$39,780.00	\$0.00
MERIDEN	54 W. MAIN ST	JUD	0	\$51,360.00	\$0.00
NEW BRITAIN	14 FRANKLIN SQ	JUD	0	\$30,030.00	\$0.00
NEW HAVEN	1 TEMPLE STREET	CCC	0	\$861,060.00	\$0.00
NEW HAVEN	690 STATE ST	JUD	0	\$352,260.00	\$0.00
NEW HAVEN	265 CHURCH STREET	JUD	0	\$158,100.00	\$0.00
NEW LONDON	19 JAY STREET	JUD	0	\$14,664.00	\$0.00
NEW LONDON	153 WILLIAMS ST	JUD	0	\$4,042.56	\$0.00
NORWICH	MARKET & SHETUCKET	JUD	0	\$6,000.00	\$0.00
WATERBURY	FREIGHT ST	DCF	0	\$24,000.00	\$0.00
WATERBURY	481-489 MEADOW ST	DCF	0	\$59,652.00	\$0.00
WATERBURY	BANK ST	JUD	0	\$100,200.00	\$0.00

DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
LEASES - NEW OR RENEWALS AS APPROVED BY STATE PROPERTIES REVIEW BOARD												
JULY 1, 2018 - JUNE 30, 2019												
ITEM	SPRB FILE NUMBER	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	ADDRESS/PROPERTY OF LEASED SPACE	TOWN OR CITY	USE OF SPACE	NET USABLE SPACE		COST PER NET USABLE	TERM OF LEASE EXPIRATION	ANNUAL RENT
								Sq Ft	Notes			
1	19-113	7/15/2019	APPROVED	DAS/JUD	690 State Street & 15 Audubon St	New Haven	License Agreement 309 Parking		Parking spaces		6/30/2020	\$352,260.00
2	19-144	8/12/2019	APPROVED	DAS/DMV	2 Lee Mac Ave	Danbury	Office and 140 Parking	9,889	First Amendment to Lease-Extend Lease, Increase Parking	\$21.43	11/20/2023	\$211,963.20
3	19-238	12/19/2019	APPROVED	DAS/CSL	75 Van Block	Hartford	State Library	43,806	18 Month Holdover	\$8.96	7/6/2021	\$392,720.76
4	19-276	1/21/2020	APPROVED	DAS/JUD	265 Kennedy Dr.	Putnam	Office and 8 Parking	2,721	2nd 5-year renewal	\$19.03	1/28/2025	\$51,785.76
5	19-277	1/21/2020	APPROVED	DAS/JUD	267 Kennedy Dr.	Putnam	Office and 15 Parking	4,563	2nd 5-year renewal	\$18.37	1/28/2025	\$83,830.32
6	20-024	3/5/2020	APPROVED	DAS/GOV	400-444 N. Capitol St. NW	Washington D.C.	Governor's Office	1,031	First Amendment to Sublease Extension of 2013 sublease through 2026	\$65.50	12/31/2026	\$67,530.50
7	20-055	4/9/2020	APPROVED	DAS/WCC	24 Washington Street	New Britain	WCC Relocation, Office and 10 Parking spaces	7,147	New 10 Year Lease	\$20.00	Current 7/8/2020 New 10 years from acceptance	\$142,940.00
8	20-064	5/7/2020	APPROVED	DAS/JUD	587 Middle Turnpike East	Manchester	JUD Relocation, Office and 49 Parking	8,947	5 year Lease	\$18.50	Current MTM New 5 years from acceptance	\$165,519.48
								78,104				\$1,468,550.02
1	19-113	6/27/2019	SUSPENDED	DAS/JUD	690 State Street & 15 Audubon St	New Haven	License Agreement 309 Parking		Parking spaces			
2	19-144	8/1/2019	SUSPENDED	DAS/DMV	2 Lee Mac Ave	Danbury	Office and Parking		First Amendment to Lease-Extend Lease, Increase Parking			
3	19-238	12/12/2019	SUSPENDED	DAS/CSL	75 Van Block	Hartford	State Library		18 Month Holdover			
DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
LEASE OUTS AS APPROVED BY STATE PROPERTIES REVIEW BOARD												
July 1, 2018-June 30, 2019												
ITEM	SPRB FILE NUMBER	DATE OF ACTION	TYPE OF ACTION	CONTROLLING STATE AGENCY	ADDRESS OF LEASED SPACE	MUNICIPALITY	LESSEE	USE OF SPACE	DESC (SF)	RENT		
1	19-216	11/7/2019	APPROVED	DAS/DDS	251 Rogers Road	Norwich	The ARC of New London County, Inc.	DDS Group home 10-year term	2,212	\$1.00		
2	19-217	11/7/2019	APPROVED	DAS/DDS	24 Pepperbox Rd.	Waterford	The ARC of New London County, Inc.	DDS Group home 10-year term	3,174	\$1.00		
3	19-218	11/12/2019	APPROVED	DAS/DDS	555 Pomfret St.	Putnam	The ARC Quinebaug Valley, Inc.	DDS Group home 10-year term	2,043	\$1.00		
4	19-219	11/12/2019	APPROVED	DAS/DDS	33 Grant Rd	Enfield	Catholic Charities, Inc.	DDS Group home 10-year term	2,489	\$1.00		
5	19-220	11/14/2019	APPROVED	DAS/DDS	255 Middletown Rd.	Colchester	The Caring Community of CT, Inc.	DDS Group home 10-year term	2,176	\$1.00		
6	19-221	11/21/2019	APPROVED	DAS/DDS	16 Scalise Dr.	Columbia	March, Inc. of Manchester	DDS Group home 10-year term	2,295	\$1.00		
7	19-222	11/25/2019	APPROVED	DAS/DDS	49 Tunnel Rd.	Vernon	March, Inc. of Manchester	DDS Group home 10-year term	1,915	\$1.00		
8	19-223	11/25/2019	APPROVED	DAS/DDS	190 North St.	Trumbull	Marrakech Housing Options, Inc.	DDS Group home 10-year term	3,408	\$1.00		
9	19-224	11/27/2019	APPROVED	DAS/DDS	27 Pleasant Road	Enfield	Sunrise Northeast, Inc.	DDS Group home 10-year term	2,455	\$1.00		
10	19-225	12/3/2019	APPROVED	DAS/DDS	82 Chestnut Land Rd.	New Milford	Sunrise Northeast, Inc.	DDS Group home 10-year term	2,786	\$1.00		
11	19-226	12/3/2019	APPROVED	DAS/DDS	193 Second Hill Rd.	New Milford	Sunrise Northeast, Inc.	DDS Group home 10-year term	3,708	\$1.00		
12	19-236	12/9/2019	APPROVED	DAS/DDS	4A Scalise Dr.	Columbia	Key Humane Services, Inc.	DDS Group home 10-year term	2,700	\$1.00		
13	19-237	12/9/2019	APPROVED	DAS/DDS	31 Old Route 87	Franklin	Key Humane Services, Inc.	DDS Group home 10-year term	2,632	\$1.00		
14	19-241	12/16/2019	APPROVED	DAS/DDS	91 Columbia Blvd.	Waterbury	Hart United, Inc.	DDS Group home 10-year term	2,962	\$1.00		
15	19-242	12/19/2019	APPROVED	DAS/DSS	31-B Creamery Rd.	Cheshire	Mosaic of Connecticut, Inc.	DDS Group home 10-year term	3,024	\$1.00		
16	19-243	12/19/2019	APPROVED	DAS/DDS	300 Spring St.	Manchester	Mosaic of Connecticut, Inc.	DDS Group home 10-year term	2,625	\$1.00		

17	19-244	12/19/2019	APPROVED	DAS/DAS	240 Oral School Rd.	Groton	Respler Homes, LLC		18 Month Lease out Mystic Oral School			
18	19-271	1/16/2020	APPROVED	DAS/DDS	Beaumont HWY(686)	Lebanon	Continuum of Care, Inc.		10 year lease out	2,914	\$1.00	
19	20-094	5/18/2020	APPROVED	DAS/DEEP	294 Colony St.	Meriden	CT State Police Academy Association Alumni Association Museum and Educational Center, Inc.		CT State Police Museum			
										45,518	\$17.00	
DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
Acquisitions/Easements												
JULY 1, 2018-JUNE 30, 2019												
ITEM	SPRB #	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	Property / Address	TOWN OR CITY	USE OF SPACE		Desc	Purchase Price		
1	19-231	10/31/2019	APPROVED	DAS/DCS	291 Buckingham St.	Hartford	Easement		Proj. # BI-2B-381			
2	19-253	1/16/2020	APPROVED	DAS/BOR	21 Spring Lane	Farmington	Tunxis CC Advanced Manufacturing Program		Purchase & Sale Agreement	\$ 1,200,000		
3	20-009	2/10/2020	APPROVED	DAS/BOR	347 Prospect St.	Willimantic	Future Office Conversion		Purchase & Sale Agreement	\$ 65,000		
1	19-253	12/19/2019	SUSPENDED	DAS/BOR	21 Spring Lane	Farmington	Tunxis CC Advanced Manufacturing Program		Purchase & Sale Agreement			
DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
Sale/Legislative Acts												
JULY 1, 2018-JUNE 30, 2019												
ITEM	SPRB #	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	ADDRESS/PROPERTY OF LEASED SPACE	TOWN OR CITY	USE OF SPACE		DESC	Sale Price		
1	19-180	8/22/2019	APPROVED	DAS/DoAG	101 Reserve Rd	Hartford	Hartford Regional Market		Public Act 18-154(10) Correcting QC Deed	Admin fee		
2	19-206	10/10/2019	APPROVED	DAS/DOC	221 West Main St.	East Lyme	Conveyance		Public Act 03-19(6)	Admin fee		
DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
SUB LEASES - NEW OR RENEWALS AS APPROVED BY STATE PROPERTIES REVIEW BOARD												
JULY 1, 2018-JUNE 30, 2019												
ITEM	SPRB #	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	ADDRESS/PROPERTY OF LEASED SPACE	TOWN OR CITY	SUBLESSOR		NET USABLE SPACE	COST PER NET USABLE	TERM OF LEASE	ANNUAL RENT
1	20-068	5/26/2020	APPROVED	DAS/BOR	430 North Main St	Bristol	Capital Workforce Partners		2,500	19.2	1 year	\$48,000
1	20-068	5/14/2020	SUSPENDED	DAS/BOR	430 North Main St	Bristol	Capital Workforce Partners		2,500	19.2	1 Year	\$48,000
DEPARTMENT OF ADMINISTRATIVE SERVICES												
LEASING AND PROPERTY TRANSFER												
ASSIGNMENTS												
July 1, 2018-June 30, 2019												
ITEM	SPRB#	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	ADDRESS/PROPERTY OF LEASED SPACE	TOWN OR CITY	ASSIGNEE	SF	PURPOSE			
1	19-153	8/15/2019	APPROVED	DAS/JUD	455 Winding Brook Dr.	Glastonbury	Winding Road, LLC	29,664	Office and 130 Parking			
2	19-189	9/5/2019	APPROVED	DAS/TRB	165 Capital Ave.	Hartford	Teachers Retirement Board		Assignment of State Owned Space			
3	19-248	12/23/2019	APPROVED	DAS/DCS/OHA	450 Capitol Ave, 450 Columbus Blvd.	Hartford	DCS/OHA		Employee Relocation to 960 Main and 450 Capitol Ave.			

DEPARTMENT OF ADMINISTRATIVE SERVICES LEASING AND PROPERTY TRANSFER									
MOUs									
July 1, 2018- June 30, 2019									
ITEM	SPRB #	DATE OF ACTION	TYPE OF ACTION	CLIENT AGENCY	ADDRESS/PROPERTY OF LEASED SPACE	TOWN OR CITY	ASSIGNEE	SF	PURPOSE
1	19-143	7/29/2019	APPROVED	DAS/SDE/BOR	189 Fort Hill Road	Groton	Three River CC	6,700	Three Rivers CC co-location at Ella Grasso THS for Manufacturing Apprenticeship Program
2	19-278	1/23/2020	APPROVED	DAS/PFMLIA	450 Columbus Blvd.	Hartford	Family Medical Leave Insurance Authority		
3	20-018	2/20/2020	APPROVED	DAS/JUD	75-79 Elm St.	Hartford	Judicial	9 Parking	Access and Parking
4	20-058	4/16/2020	APPROVED	DAS/CTMD	223 Capitol Ave	Hartford	Connecticut Military Department	75 Parking	Non-exclusive Parking for 75 Vehicles
5	20-059	4/16/2020	APPROVED	CTMD/DESPP	360 Broad St	Hartford	Department of Eemergency Services	13,043	Allocate costs incurred by CTMD from DESPP exclusive use areas
6	20-095	6/15/2020	APPROVED	DAS/BOR/CCC	155 Morgan St.	Hartford	Parking for Capitol Community College	600 Parking	Morgan St. Garage
7	20-098	6/22/2020	APPROVED	DAS/DOL/DCF	249 Thomaston Ave	Waterbury	Department of Labor		Co-Location of 4 DCF employees with DOL
8	20-110	6/29/2020	APPROVED	DAS/DSS	401 West Thames St.	Norwich	Department of Developmental Services		DSS cottage #4