

IC 4-20.5-5

Chapter 5. Office Space, Storage Space, and Other Facilities

IC 4-20.5-5-1

"Agency" defined

Sec. 1. As used in this chapter, "agency" refers only to a state agency (as defined in IC 4-13-1-1).

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-2

"Facility" defined

Sec. 2. As used in this chapter, "facility" includes any of the following:

- (1) Office space.
- (2) Storage space.
- (3) A parking garage or lot.
- (4) Other property that can be used by an agency.

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-3

Duties of department

Sec. 3. The department shall do the following:

- (1) Establish uniform standards for determining the amount and type of facilities needed by agencies.
- (2) Assign facilities in or on property owned or leased by the state.
- (3) With the approval of the governor, lease facilities for the use of agencies.
- (4) Prepare and make available for public inspection an annual report of facilities leased for agencies in each county.

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-4

Standards for determining amount and type of facilities

Sec. 4. The standards established under section 3(1) of this chapter must do the following:

- (1) Encourage increased efficiency of agencies through the grouping of interrelated agencies.
- (2) Facilitate public access to state government.
- (3) Ensure that state offices will be centrally located in urban areas, unless such a location would not serve the interests of accessibility, economy, and efficiency.
- (4) Establish the amount and type of facilities needed for different categories of employees, equipment, and materials.

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-5

Needs request

Sec. 5. An agency that needs facilities must submit a description of its needs to the department.

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-6

Satisfaction of request with facilities already owned or leased

Sec. 6. Whenever the department approves all or part of an agency's request for facilities, the department shall determine whether the agency's needs can be met by assigning that agency facilities in or on property already owned or leased by the state. If the agency's needs can be met by such an assignment, the department shall make the assignment.

As added by P.L.7-1993, SEC.7.

IC 4-20.5-5-7

Newly leased facilities; lease conditions

Sec. 7. (a) If an agency's needs cannot be met under section 6 of this chapter, the department may approve the leasing of facilities for the agency or lease facilities in its own name and assign them to the agency. A lease approved under this subsection must satisfy all the following:

- (1) Must be approved under IC 4-13-2-14.1.
- (2) May not be for a term of more than four (4) years.
- (3) May provide for the state to make improvements on the leased property if authorized by the public works division of the department.
- (4) Notwithstanding IC 4-13-2-20, may provide for payment to the lessor at any time during the term of the lease for leasehold improvements made by the lessor.

(b) Notwithstanding subsection (a)(2), the following apply:

- (1) A lease entered into under this section may be renewed for successive terms.
- (2) The term of a lease may be for more than four (4) years, but not more than ten (10) years, if the commissioner makes a written determination stating the reason that it is in the best interests of the state to rent property for a term of more than four (4) years.

As added by P.L.7-1993, SEC.7. Amended by P.L.267-1999, SEC.4.