



# STATE OF INDIANA

**Mitchell E. Daniels Jr., Governor**

**DEPARTMENT OF ADMINISTRATION**  
Commissioner's Office

Indiana Government Center South  
402 West Washington Street, Room W469  
Indianapolis, IN 46204

November 9, 2012

Adam Horst, Director  
State Budget Agency  
212 State House  
Indianapolis, IN 46204

Dear Mr. Horst:

The purpose of this letter is to provide a narrative summary of the proposed capital budgets for the Indiana Department of Administration (IDOA) for the biennium covering July 1, 2013 through June 30, 2015. Our request totals \$164,254,194 for Capital Lease Rentals, Indiana Government Center Complex and Logistic Center warehouse capital projects, and preventive maintenance.

The preventive maintenance budget request has increased by \$856,499 from the current appropriation. This increase is to cover additional expenses associated with the McCarty street warehouse that was recently purchased, as well as increases in the maintenance contracts for the Indiana Government Center.

Our Facilities Management and Parking operations maintain a total of 4.5 million square feet on our campus. Office space totals 2.6 million square feet, parking 1.9 million. Included are the State House, the State Library, the Indiana Government Center North (IGCN) and Indiana Government Center South (IGCS), the Historical Society Building, Washington Street Garage (WSG), Senate Avenue Garage (SAG), and 2 parking lots. Additionally, the Indiana Forensic & Health Sciences Laboratories and the Logistic Center 30<sup>th</sup> Street warehouse are facilities under the operational control of the Department of Administration.

It is anticipated that the long-term use of each facility will remain as it is today. The IGC campus buildings will continue to serve as the center for Indiana State government operations for approximately 8,000 employees and elected officials. The Forensic Lab will continue to serve the laboratory needs of the Indiana State Police, Indiana State Department of Health and the State Department of Toxicology. The Logistic Center will continue to provide both offices and warehouse operations for several state agencies.

Master plans, including a 10 year capital expenditure plan, are available for each building under the operational control of IDOA. Master plans include a brief description and function of each building. Capital projects were determined through discussions with facility managers, maintenance contractors, engineering consultants and Public Works staff. Prioritization of capital projects for the FY 2013-15 biennium budget request are based on health and safety concerns as well as projects that have a direct negative impact on the capital asset if projects are not executed.

The following capital projects in priority order are included:

1. Replace rolling file controls at the State Archives – Health / Safety Issue
2. Repair the Limestone cornice on the State Library – Health / Safety Issue
3. Several small projects at the State House, Governor's Residence and State Library that effect Health / Safety and Security Issues
4. Repair 1<sup>st</sup> Floor State House areas where fall hazards exist – Health / Safety Issue
5. Repair ceiling of south stair area in the State House – Health / Safety Issue
6. Replace discontinued T12 lighting in State House, Library and Logistics Warehouse – Federal Regulation Compliance Issue
7. Replace lower west door on the State House – Security Issue
8. Convert the Library stack controls from electric to manual – Safety Issue

Capital projects were prioritized based on the type of project with Health and Safety issues given top priority. Capital projects consist of projects driven by operational or program changes and not related to the replacement of systems or equipment determined to be part of the original construction project. These include replacement of failed system components, building reconfiguration/space reconfiguration and consolidations, and other items not included within the preventive maintenance (PM) schedules or plan.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert Wynkoop". The signature is written in black ink and is positioned above the printed name.

Robert D. Wynkoop, Commissioner