

Presentation to the Government Services Committee

Information Technology Department Office Space Requirements

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Office Space Leases - Bismarck-Mandan Area

2009-11 Biennium

Location	# of Staff	Total	Cost per Square Ft	Square	Lease Payments	
		Square Feet		Feet Per Person	General Funds	Special Funds
State Capitol J-Wing	109	17,688	9.38	162	0	331,826.88
Northbrook Mall						
- Suite I	23	4,006	13.78	174	0	110,405.36
- Suites U, MM, BB	33	5,529	12.72	168	0	140,657.76
- Suite HH	5	1,102	12.72	220	28,034.88	-
- Suites K, Y, Z	17	4,583	11.66	270	0	106,875.56
- Suite EE	13	1,857	14.91	143	0	55,375.74
Dakota Carrier Network	31	4,630	12.56	149	0	116,305.60
ND Association of Counties	70	12,000	14.50	171	0	348,000.00
DOT Building	0	1,763	7.65		0	26,973.90
MDU - Mandan	0	1,815	12.00		0	43,560.00
Landmark Mgmt - Mandan	0	202	14.85		0	6,000.00
	<u>301</u>	<u>55,175</u>		<u>171</u>	<u>28,034.88</u>	<u>1,285,980.80</u>

Office Space Leases - Bismarck-Mandan Area

2011-13 Biennium

Location	# of Staff	Total	Estimated	Square	Lease Payments	
		Square Feet	Cost per Square Ft	Feet Per Person	General Funds	Special Funds
State Capitol J-Wing	109	17,688	10.00	162	0	353,760.00
Northbrook Mall						
- Suite I		-	14.84		0	-
- Suites U, MM, BB	33	5,529	13.48	168	0	149,097.23
- Suite HH	5	1,102	13.48	220	29,716.97	-
- Suites K, Y, Z	17	4,583	12.36	270	0	113,288.09
- Suite EE		-	15.80		0	-
Dakota Carrier Network	67	16,655	16.25	249	0	541,287.50
ND Association of Counties	70	12,000	15.50	171	0	372,000.00
DOT Building	0	1,763	8.42		0	29,671.29
MDU - Mandan	0	1,815	12.60		0	45,738.00
Landmark Mgmt - Mandan	0	202	15.60		0	6,303.40
	<u>301</u>	<u>61,337</u>		<u>191</u>	<u>29,716.97</u>	<u>1,611,145.51</u>

Challenges

- Lack of Conference Rooms
- Need for Small Meeting Rooms with Overhead Display
- Limited Space for Project Teams (Contractors and Agency Project Staff)
- Lost Productivity Traveling from Building to Building
- Investment in Telephone / Network / Security Infrastructure
- Need for Loading Dock – Receiving Equipment
- Staging Area for Unpacking and Configuring Equipment
- Not Enough Physical Storage
- Internal Communication

Accommodations

- Video Conferencing Equipment in Conference Rooms
- ITD Telecommuting Policy
(Currently have 14 Employees Participating - Part Home / Part Office)

QUESTIONS



time management