CAPITOL COMPLEX BUILDING INVENTORY EVALUATION
DETAILED INVENTORY EVALUATION
SOUTH DAKOTA CAPITOL COMPLEX
CAPITOL COMPLEX BUILDING INVENTORY EVALUATION
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ACKNOWLEDGMENTS

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This Capitol Complex Inventory Evaluation was authorized by the South Dakota Legislative Joint Committee on Appropriations (JCA). The scope of the Inventory Evaluation includes 21 state-owned buildings and 36 state-leased buildings within the Main Capitol Complex Campus as well as the Pierre area. The Department of Corrections located in the Solem Public Safety Center and Pierre Community Work Center was not included in this study, with the exception of participation in the agency questionnaire because this agency department was predetermined to remain at the existing location. Furthermore, the South Dakota Housing Development Authority was also excluded from the building study due to remaining in their current location with no means of relocation in the future, but the agency did participate in the agency questionnaires.

This Capitol Complex Inventory Evaluation includes agency questionnaires and interviews, which collected agency needs, and current and five year projected FTE data. The Inventory Evaluation also includes agency locations within both state-owned and leased buildings, along with the agencies total net area (square footage) per building and the overall total throughout the Pierre Capitol Complex.

This evaluation effort seeks to produce a baseline of building and agency information and provide recommendations to begin the process of accommodating the changes and growth of state government. The following detailed document includes the up to date plans of the 21 state-owned buildings and the agency occupation within those buildings. Below are the six items from the Capitol Complex Letter of Intent.

1. Five year historical data on building expansion due to growth in Pierre/Ft. Pierre area work place square footage.
   - The five year historical growth rate of the state-owned buildings in the Pierre/Ft. Pierre area has been stagnate with the exception of growth into leased buildings. An example of this growth is the Department of Labor and Regulation. With all of the Capitol Complex locations existing in leased spaces.

   - The catalog of the 21 state-owned buildings and the lease buildings are included within Section 2.0 Overview of the Capitol Complex in this detailed document.

3. Expected expansion and attainment of any new buildings for the next five fiscal years.
   - Subject to annual review and approval by the Governor and Legislature. This item will be further analyzed during Phase Two, outlined in the Section 7.0 Recommendations of the detailed document and Executive Summary.

4. Historical changes in the last five years and/or future changes in agency location due to consolidation of services across departments.
   - There are no historical changes in the last five years of agency location due to consolidation of services. Efforts have been made previously to co-locate public facing departments such as Department of Social Services, Department of Labor and Regulation, and Department of Human Resources. Included in Phase Two will be to further coordinate agency co-locations based upon synergies and efficiencies.

5. An analysis providing the square foot per person for each building and the physical work conditions of each building.
   - The data provided for item five is included within the Appendix section of the detail document, in addition to the Executive Summary.

6. Building Plan to accommodate the change and growth with expected costs.
   - This item will be determined based on the completion of Phase Two Master Plan.
EXEClUTIVE SUMMARY
CAPITOL COMPLEX BUILDING INVENTORY EVALUATION

The study was conducted by CO-OP Architecture, under the direction of the Bureau of Administration, as mandated by the South Dakota State Legislature. Input was received from the Capitol Complex Leadership Committee and the Agency Interviewees. The project study took place between July 17th, 2020, and December 1st, 2020.

The state of South Dakota has a large inventory of buildings, both owned and leased, located throughout the Pierre area - which is under the management of the Bureau of Administration. Understanding the use and efficiency of those buildings to maximize taxpayer dollars and the services they provide should be a priority. Strategic investment in select buildings (or reduced funding when necessary), consolidation when appropriate, having the right mix of leased and owned buildings, the right swing spaces during construction projects, appropriate ADA and health code functionality, understanding energy/cost use, promoting remote work cost savings, and maximizing the effectiveness of the state workforce can lead to many benefits for the State. Before accomplishing these tasks, it was important to understand what the State of South Dakota currently occupies in Pierre. Leases are constantly being negotiated, departments grow and shrink regularly, leadership and staff change, even walls and floor plans are renovated regularly, creating for complicated property management. An audit of the current facilities – which is the baseline data required for smart, cost-effective planning, was the core goal of this planning effort.

The essential question of this study was: “What are the appropriate agency locations (buildings) to consolidate for financial and functional gain and how should we plan efficiently for future State agencies?”

This Capitol Complex Long-Range Building Plan Evaluation contains an audit of current facilities, both leased and owned. Plans of state-owned facilities were cataloged, leased buildings were addressed and recorded, and agency occupants were surveyed and interviewed. Building a strong foundation for an effective plan paves the road for efficient future building use, and a more effective state workforce. Agency data was collected through a survey and interview process conducted by CO-OP Architecture. Most five-year staffing projections anticipate minimal expansion throughout the Pierre/FT. Pierre state workforce, reflecting the projected needs of the departments and the services provided. Included in the document are the agency topic items recorded during the collection process.

The Pierre area is composed of 21 state-owned buildings and 36 leased buildings excluding the underground tunnel system (Reference Image 1.0: Agency Occupied State-owned and Leased Buildings in Pierre, SD.). Within all owned and leased buildings, the State houses 29 government agencies including the executive, judicial, and legislative branches. A detailed breakout of these spaces is included in the complete study document.

The state-owned buildings in the Pierre area total approximately 855,431 square feet, incorporating approximately 2,415 state employees including elected officials. The leased buildings in the Pierre area consist of 36 individual locations. Those locations include both office spaces and storage facilities. The total amount of leased space is approximately 202,639 square feet, with approximately 390 state employees.

The leased buildings in the Pierre area embody approximately 19% of the State's occupied space. This percentage of leased space has a noteworthy effect on the State's fiscal budget. The planning team collected extensive data and after consultation and analysis with the Bureau of Administration, initiated a series of five recommendations for the next phase (Phase Two) of strategic planning, listed on the next page as following:

RECOMMENDATIONS:

1. A Capitol Building Master Plan
   - Identify who belongs in the Capitol Building
   - Develop opportunities to maximize existing space, may include renovations
   - Re-purpose, reprogram non-essential spaces
   - Remove/re-purpose basement swing space from the Capitol Building

2. Maximize all Pierre Campus Building Space, Leased and Owned
   - Consolidate appropriate leased agency locations back to the Capitol Complex
   - Co-locate agencies where necessary and synergistically appropriate

3. Identify a New Swing Space During Construction
   - Determine building location, financial feasibility and spatial functionality.
   - Determine appropriate proximity to the Capitol Complex

4. Develop Statewide Remote Work Policy
   - Determine evaluation standards within each agency
   - Perform a trial study for long-term feasibility

5. Develop a Capitol Complex Land Use Study (including Green Spaces & Parking)
   - Identify state-owned properties in adjacency to the Capitol Complex

We recommend a period of 9 months for the team to conduct Phase Two. Phase Two will also contain cost benefit analysis for leasing verses owning. It will also consider estimated project costs, useful for future budgeting for any proposed projects, should there be any. This future document will also provide direction for maintenance and building upgrades, understanding that certain buildings, leased or owned, may or may not be a part of a longer occupancy strategy. Within this document you will see how all Pierre area government buildings, leased and owned, are currently being utilized.

In summary, this document, the Capitol Complex Long-Range Building Plan Evaluation, sets the groundwork for laying out an achievable strategy to make the Pierre area government buildings as efficient and cost effective as possible.
STATE-OWNED & LEASED BUILDINGS MAP

STATE - OWNED BUILDINGS
1. South Dakota State Capitol Building-1910/1930
2. Bureau of Administration Nicollet Building-1964
3. Paul Kinsman Building-2012
4. Health Laboratory-1956
5. Cultural Heritage Center-1969
9. Visitor Center & Boiler Plant-1915/1971
10. Dr. Robert Hayes Building-1950/1971
11. Governor’s Residence-2004
12. Dolly-Reed Plaza- Acquired 2008/2009 (Reno)
13. Joe Foss Building & Matthews Training Center-1967 (Foss) & 1990 (Matthews)
14. Sigurd Anderson Building-1957
15. Soldier and Sailors World War Memorial Building-1919
16. Sutherland Building-1906
17. East Bypass Shop-1966
18. National Guard Museum & Trades/Carpenter Shop-1947
19. George S. Mickelson Building-2005

LEASED BUILDINGS
22. 1503 E Sioux Ave, Unit #2
23. 411 & 413 S Fort St
24. 209 W Dakota Ave
25. 306-314 E Capitol Ave
26. 1320 E Sioux Ave
27. 1414 E Sioux Ave, Warehouse #3
28. 2510 E Irwin St
29. 2800 Industrial Rd, Ste 1
30. 929 E Sioux Ave
31. 2315 E Dakota Ave
32. 207 E Missouri Ave, Ste 1A
33. 740 E Sioux Ave
34. 3100 Airport Rd
35. 2510 E Irwin St
36. 3317 Airport Rd
37. 306 E Capitol Ave, Suite 310
38. 3800 E Hwy 34, Ste 1
39. 3800 E Hwy 34, Ste 1
40. 701 E Sioux Ave
41. 124 S Euclid Ave, Ste 201 & 202
42. 1601 N Harrison, Ste 1
43. 221 W Capitol Ave, Ste 101
44. 124 S Euclid Ave, Ste 104
45. 123 W Missouri Ave
46. 116 W Missouri Ave
47. 308 S Pierre St
48. 427 S Chapelle St
49. 221 S Central Ave
50. 20570 293rd Ave (not depicted)
51. 420 S Garfield Ave, Ste 600
52. 3100 Airport Rd, 3A & B
53. 222 E Capitol Ave, Ste 8
54. 215 E Prospect Ave
55. 910 & 912 E Sioux Ave
56. 302 E Dakota Ave
57. 124 E Dakota Ave
1.1 OVERVIEW OF PROJECT

1.10 OVERVIEW OF CAPITOL COMPLEX INVENTORY EVALUATION SCOPE

The Joint Committee on Appropriations directs the Bureau of Administration to develop a Long-Range Building Plan for the Pierre/Ft. Pierre area Capitol Complex. The Inventory Evaluation of is subject to approval to continue into Phase II. Its scope is outlined as follows:

- Determine space utilization occupancy of state agencies located in and near the Pierre Capitol Complex.
- Identify agency needs through questionnaires and individual agency interviews.
- Catalog state properties including the Capitol Complex main campus, land adjacent to the main campus and throughout the Pierre/Ft. Pierre area.
- Provide recommendations for the Phase II master plan agenda items.

1.11 METHODOLOGY

Initial Capitol Complex Assessment

Phase one of the Capitol Complex Inventory Evaluation process was titled as 'Project Launch.' During this phase the consultant team met with the leadership team to verify the project scope and began the initial collection of building data from the Capitol Complex Leadership Committee. Verification of the master schedule was also performed at this beginning phase.

Phase two ‘What We Found’ of the Inventory Evaluation included agencies to complete agency questionnaires provided by the CO-OP Architecture consultant team. Interviews with state agencies included in this document were performed in person with representatives from both the consultant team and representatives from the Capitol Complex leadership committee. The interviews provided insightful information of building space issues, confirmation of building space use of both state-owned and leased buildings. After the interviews were conducted the consultant team met with the leadership committee to present the interview findings. An alignment discussion of the goals and objectives was evaluated in congruence with the information from the agency interviews and questionnaires.

Phase three ‘What We Need’ includes the review of all the information collected from the previous phases, compiling of the state personnel data (FTE) and the current space lists for the departments. Gathering of the state owned properties in the Pierre/Ft. Pierre area was included at this phase.

Phase four ‘How We Get There’ was the final phase within the Inventory Evaluation scope, which then becomes the beginning catalyst for the Phase II Capitol Complex Master Plan. This phase includes the consultant recommendations, moving forward to develop a thorough and thoughtful Long-Range Master Plan for South Dakota Capitol Complex.
OVERVIEW OF THE CAPITOL COMPLEX
2.1 GENERAL OVERVIEW
CAPITOL COMPLEX + AGENCY LOCATIONS

The following State Government Branches and their corresponding agency departments are located in or near the South Dakota Pierre Capitol Complex. The departments listed below are either in state-owned facilities, agency owned, or commercially leased facilities, all of which are included within the scope of the 2020 Inventory Evaluation.

**Executed Branch + Elected Officials**
- South Dakota Governor’s Office
- South Dakota Attorney General
- Governor’s Office of Economic Development
- Secretary of State
- State Treasurer
- School and Public Lands
- Public Utilities Commission
- Board of Regents

**Executive: Branch Agencies**
- Bureau of Administration
- Bureau of Finance and Management
- Bureau of Human Resources
- Bureau of Information and Telecommunications
- Department of Agriculture (Merging with DENR)
- Department of Education
- Department of Environment & Natural Resources
- Department of Health
- Department of Human Services
- Department of Game, Fish & Parks
- Department of Labor and Regulation
- Department of Military
- Department of Public Safety
- Department of Revenue
- Department of Social Services
- Department of Tourism
- Department of Transportation
- Department of Tribal Relations
- Department of Veterans Affairs
- South Dakota Retirement System
- South Dakota Housing Development Authority

**Legislative**
- Legislature
- Legislative Research Council
- State Auditor

**Judiciary**
- Unified Judicial System
2.2 DETAILED CAMPUS OVERVIEW

2.20 CAPITOL COMPLEX: MAIN CAMPUS STATE-OWNED

2.21 Capitol Complex State-Owned Facilities in the Main Campus:

The Capitol Complex main campus depicted in the following illustration (image #) contains the majority of the state government agencies, with the exception of six state-owned facilities that are located further in physical proximity to the main campus.

1. South Dakota State Capitol Building, 500 E Capitol Avenue, Pierre, SD 57501
   - Constructed in 1905 to 1910, the Annex addition was complete in 1932, added to the National Historic Register in 1976, rehabilitated.
   - GFA: 114,211 SF + 61,305 SF (Capitol Annex)
   - Tenants:

2. Bureau of Administration Nicollet Building, 320 N Nicollet Avenue, Pierre, SD 57501
   - Constructed 1964.
   - GFA: 4,463 SF
   - Tenants: BOA (total staff), BFM (total staff)

3. Paul Kinsman Building, E Church Street, Pierre, SD 57501
   - Constructed
   - GFA: -- SF
   - Tenants: BOA (total staff)

4. Health Laboratory, 615 E 4th Street, Pierre, SD 57501
   - Constructed 1996.
   - GFA: 41,526 SF
   - Tenants:

5. Cultural Heritage Center, 900 Governors Drive, Pierre, SD 57501
   - Constructed 1989.
   - GFA: 70,415 SF
   - Tenants: DOE (total staff)

6. MacKay Building, 800 Governors Drive, Pierre, SD 57501
   - Constructed in 1976.
   - GFA: 52,096 SF
   - Tenants: DOE (total staff)

7. Richard F. Kniep Building, 700 Governors Drive, Pierre, SD 57501
   - Constructed 1974.
   - GFA: 79,530 SF
   - Tenants: DSS (total staff), BIT (total staff)

8. Becker-Hansen Building, 700 E Broadway Avenue, Pierre, SD 57501
   - Constructed 1965.
   - GFA: 88,921 SF
   - Tenants: DOT (total staff), BIT (total staff), BHR (total staff)

9. Capitol Lake Visitor Center & Boiler Plant, E Broadway Avenue, Pierre, SD 57501
   - The Boiler Plant was constructed in 1915. Visitor Center addition complete in 1971.
   - GFA: 2,802 SF + 4,139 SF (Visitor Center)
   - Tenants: BOA (total staff)

10. Dr. Robert Hayes Building, 600 E Capitol Avenue, Pierre, SD 57501
    - Constructed 1990, with the addition constructed in 1971.
    - GFA: 10,573 SF
    - Tenants: DOH (total staff)

11. Governor’s Residence, 119 N Washington Avenue, Pierre, SD 57501
    - Constructed 2005.
    - GFA: -- SF
    - Tenants: Governor’s Residence

12. Dolly-Reed Plaza, 711 E Wells Avenue, Pierre, SD 57501
    - Constructed in.
    - GFA: 24,828 SF
    - Tenants: Dept. of Tourism (total staff), GOED (total staff), DOR (total staff), DOTR (total staff)

13. Joe Foss Building & Matthews Training Center, 523 E Capitol Avenue, Pierre, SD 57501
    - Constructed in 1957.
    - GFA: 57,622 SF
    - Tenants: BOA (total staff), DOA (total staff), DENR (total staff), GFP (total staff)

14. Sigurd Anderson Building, 445 E Capitol Avenue, Pierre, SD 57501
    - Constructed in 1951.
    - GFA: 29,112 SF
    - Tenants: DOR (total staff).

15. Soldiers and Sailors World War Memorial Building, 425 E Capitol Avenue, Pierre, SD 57501
    - Constructed in 1919, rehabilitated in 1945.
    - GFA: 13,530 SF
    - Tenants: DOM (total staff), DOVA (total staff), and BFM (total staff)

16. Sutherland Building, 118 W Capitol Avenue, Pierre, SD 57501
    - GFA: 23,879 SF
    - Tenants: Dept. of Tourism (total staff), GOED (total staff), DOR (total staff), DOTR (total staff)

* State-owned buildings included in the Inventory evaluation, but not depicted in the above illustration (due to proximity to the Capitol Complex Main Campus) include East Bypass Shop, Trades/Carpenter Shop, George S. Mickelson Building, Risk Management Building, Fleet and Records Management.
**MAIN CAMPUS: STATE-OWNED BUILDINGS AND PROPERTIES**

**STATE - OWNED BUILDINGS**

1. South Dakota State Capitol Building
2. Bureau of Administration Niccollet Building
3. Paul Kinsman Building
4. Health Laboratory
5. Cultural Heritage Center
6. MacKay Building
7. Richard F. Kniep Building
8. Becker-Hansen Building
9. Capitol Lake Visitor Center & Boiler Plant
10. Dr. Robert Hayes Building
11. Governor’s Residence
12. Dolly-Reed Plaza
13. Joe Foss Building & Matthew Training Center
14. Sigurd Anderson Building
15. Soldiers and Sailors World War Memorial Building
16. Sutherland Building

*DISCLAIMER:* All state-owned buildings in the Pierre area are included in the inventory evaluation. Although, not all state-owned buildings are depicted in the above illustration due to proximity to the Capitol Complex Main Campus.

**STATE - OWNED PROPERTIES**

A. Capitol Grounds, Capitol Lake, Governor’s Residence, and (small State corner lot) - 33.4 Acres
B. BOA Building Lot - 2.45 Acres
C. Becker-Hansen Building - 13.27 Acres
D. Civil War Memorial - .65 Acres
E. Dolly-Reed Plaza - 1.5 Acres
F. Sigurd Anderson and Joe Foss Building Lot - 2.03 Acres
G. Soldiers and Sailors Building (Deed Restriction for this purpose from the railroad) - .11 Acres
H. Hilger’s Gulch & Hilger’s City Lots - 84.5 Acres
I. Kniep Building, Historical Society - 24.5 Acres
J. Historical Society/Archives - 10.8 Acres
K. Hilger’s Gulch to Mickelson Pond Trail - 20.66 Acres
L. State Health Laboratory - 9.54 Acres
M. Vacant Land North of 4th Street - 4.5 Acres
N. Sutherland Building - 0.564 Acres

*DISCLAIMER:* This illustration only depicts State-Owned Property in direct adjacencies to the Main Campus of the Capitol Complex.
CAPITOL BUILDING

BUILDING NET AREA: 142,753 SF
CONSTRUCTED: 1910 & 1930
ACQUIRED: N/A
AGENCY TENANTS:
- SOUTH DAKOTA GOVERNOR’S OFFICE
- SECRETARY OF STATE
- STATE TREASURER
- LEGISLATURE & LEGISLATIVE RESEARCH COUNCIL
- STATE AUDITOR
- UNIFIED JUDICIAL SYSTEM
- OFFICE OF SCHOOL AND PUBLIC LANDS
- PUBLIC UTILITIES COMMISSION
- BUREAU OF ADMINISTRATION
- BUREAU OF FINANCE & MANAGEMENT
- BUREAU OF HUMAN RESOURCES
- BUREAU OF INFO & TELECOM.
- DEPARTMENT OF PUBLIC SAFETY

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

- 100%
- 31.63%
- 25.38%
- 100%
NICOLLET BUILDING

BUILDING NET AREA: 4,521 SF
CONSTRUCTED: 1964
ACQUIRED: N/A

AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- BUREAU OF FINANCE & MANAGEMENT
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
- 2.03%
- 14.71%

BUILDING OCCUPANCY (NET SF)
- 49%
- 23%
- 28%
PAUL KINSMAN BUILDING

BUILDING NET AREA: 3,753 SF
CONSTRUCTED: 2012
ACQUIRED: N/A
AGENCY TENANTS:
● BUREAU OF ADMINISTRATION

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
3.41%

BUILDING OCCUPANCY (NET SF)
HEALTH LABORATORY

BUILDING NET AREA: 34,927 SF
CONSTRUCTED: 1996
ACQUIRED: N/A
AGENCY TENANTS:
- DEPARTMENT OF HEALTH
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
61.01%

BUILDING OCCUPANCY (NET SF)
- 28%
- 72%
CULTURAL HERITAGE CENTER

BUILDING NET AREA: 69,026 SF
CONSTRUCTED: 1989
ACQUIRED: N/A

AGENCY TENANTS:
- DEPARTMENT OF EDUCATION
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
56.73%

BUILDING OCCUPANCY (NET SF)
MACKAY BUILDING

BUILDING NET AREA: 47,187 SF
CONSTRUCTED: 1976
ACQUIRED: N/A
AGENCY TENANTS:
- DEPARTMENT OF EDUCATION
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
- 38.65%

BUILDING OCCUPANCY (NET SF)
- 84%
- 16%
RICHARD F. KNIEP BUILDING

BUILDING NET AREA: 75,253 SF
CONSTRUCTED: 1974
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- BUREAU OF INFO & TELECOM.
- DEPARTMENT OF SOCIAL SERVICES
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
- 0.18%
- 48.05%
- 65.89%

BUILDING OCCUPANCY (NET SF)
BECKER-HANSEN BUILDING

BUILDING NET AREA: 84,459 SF
CONSTRUCTED: 1965
ACQUIRED: N/A

AGENCY TENANTS:
- BUREAU OF HUMAN RESOURCES
- BUREAU OF INFO & TELECOM.
- DEPARTMENT OF TRANSPORTATION
- DEPARTMENT OF SOCIAL SERVICES
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

- 8.06%
- 22.31%
- 94.77%
- 0.94%

BUILDING OCCUPANCY (NET SF)
VISITOR CENTER & BOILER PLANT

BUILDING NET AREA: 6,933 SF
CONSTRUCTED: 1915, 1971
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
2.03%

BUILDING OCCUPANCY (NET SF)
DR. ROBERT HAYES BUILDING

BUILDING NET AREA: 8,742 SF
CONSTRUCTED: 1950, 1971
ACQUIRED: N/A
AGENCY TENANTS:
- DEPARTMENT OF HEALTH
- INACTIVE SPACE
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

10.56%

BUILDING OCCUPANCY (NET SF)
12. DOLLY-REED PLAZA

BUILDING NET AREA: 25,074 SF
CONSTRUCTED: 2008 - 2009 (RENOVATED)
ACQUIRED: 2008
AGENCY TENANTS:
- GOVERNOR’S OFFICE OF ECONOMIC DEVELOPMENT
- DEPARTMENT OF REVENUE
- DEPARTMENT OF TOURISM
- DEPARTMENT OF TRIBAL RELATIONS
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Percentage</th>
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<tr>
<td>GOVERNOR’S OFFICE</td>
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<td>DEPARTMENT OF REVENUE</td>
<td>18.68%</td>
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<td>DEPARTMENT OF TOURISM</td>
<td>100%</td>
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<tr>
<td>DEPARTMENT OF TRIBAL</td>
<td>100%</td>
</tr>
<tr>
<td>RELATIONS</td>
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BUILDING OCCUPANCY (NET SF)
JOE FOSS BUILDING & MATTHEWS TRAINING CENTER

BUILDING NET AREA: 58,209 SF
CONSTRUCTED: 1967 & 1990
ACQUIRED: N/A

AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- DEPARTMENT OF AGRICULTURE
- DEPARTMENT OF ENVIRONMENT & NATURAL RESOURCES
- DEPARTMENT OF GAME, FISH & PARKS
- CAM/SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
- 6.38%
- 42.57%
- 97.22%
- 100%

BUILDING OCCUPANCY (NET SF)
SOLDIERS & SAILORS WORLD WAR MEMORIAL BUILDING

BUILDING NET AREA: 10,924 SF
CONSTRUCTED: 1919
ACQUIRED: N/A

AGENCY TENANTS:
- BUREAU OF FINANCE & MANAGEMENT
- DEPARTMENT OF THE MILITARY
- DEPARTMENT OF VETERAN’S AFFAIRS
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

- 33.55%
- 21.34%
- 100%

BUILDING OCCUPANCY (NET SF)
SUTHERLAND BUILDING

BUILDING NET AREA: 20,100 SF
CONSTRUCTED: 1906
ACQUIRED: N/A
AGENCY TENANTS:
- DEPARTMENT OF PUBLIC SAFETY
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
32.46%

BUILDING OCCUPANCY (NET SF)

PROJECT YEAR: 2020
SOUTH DAKOTA CAPITAL COMPLEX: INVENTORY EVALUATION
01 - FIRST FLOOR PLAN

EAST BYPASS SHOP

BUILDING NET AREA: 9,460 SF
CONSTRUCTED: 1966
ACQUIRED: N/A

AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- DEPARTMENT OF TRANSPORTATION
- DEPARTMENT OF PUBLIC SAFETY
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE /
TOTAL AGENCY S.F.
- 6.03%
- 3.77%
- 1.15%

BUILDING OCCUPANCY (NET SF)
RISK MANAGEMENT

BUILDING NET AREA: 3,973 SF
CONSTRUCTED: 1988
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
3.18%

BUILDING OCCUPANCY (NET SF)
NATIONAL GUARD MUSEUM + CARPENTER SHOP

BUILDING NET AREA: 15,661
CONSTRUCTED: 1946
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- DEPARTMENT OF THE MILITARY
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
- BUREAU OF ADMINISTRATION: 5.86%
- DEPARTMENT OF THE MILITARY: 78.66%

BUILDING OCCUPANCY (NET SF)
- BUREAU OF ADMINISTRATION: 41%
- DEPARTMENT OF THE MILITARY: 59%
02 - SECOND FLOOR PLAN
George S. Mickelson Building

Building Net Area: 139,770 SF

Constructed: 2005

Acquired: N/A

Agency Tenants:
- South Dakota Attorney General
- Bureau of Info & Telecom
- Department of Public Safety
- CAM / Shared Cost

Agency Occupancy Percentage / Total Agency S.F.
- 100%
- 5.03%
- 24.87%

Building Occupancy (Net SF)
FLEET AND TRAVEL BUILDING

BUILDING NET AREA: 11,260 SF
CONSTRUCTED: 1968
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION
- CAM / SHARED COST

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.
9.96%

BUILDING OCCUPANCY (NET SF)
GOVERNOR’S RESIDENCE

BUILDING NET AREA: GSF
CONSTRUCTED: 2004
ACQUIRED: N/A
AGENCY TENANTS:
- BUREAU OF ADMINISTRATION

AGENCY OCCUPANCY PERCENTAGE / TOTAL AGENCY S.F.

BUILDING OCCUPANCY (NET SF)
5. 1320 E. Sioux Avenue, Pierre, SD 57501
   - Lease Length: October 2010 - October 2025
   - Leased SF: 28,944
   - Rate Per SF: $5.56
   - Monthly Lease Rate: $154,107.20
   - Tenants: BOA

6. 1414 E. Sioux Avenue - Warehouse #3, Pierre, SD 57501
   - Lease Length: August 2018 - July 2023
   - Leased SF: 5,200
   - Rate Per SF: $1.65
   - Monthly Lease Rate: $8,715.00
   - Tenants: BOA - Storage

7. 2510 E. Irwin, Pierre, SD 57501
   - Lease Length: October 2012 - September 2022
   - Leased SF: 1,600
   - Rate Per SF: $1.65
   - Monthly Lease Rate: $2,660.00
   - Tenants: DOA - Storage

8. 2800 Industrial Road, Ste 1, Pierre, SD 57501
   - Lease Length: September 2018 - August 2021
   - Leased SF: 2,150
   - Rate Per SF: $516
   - Monthly Lease Rate: $10,924.50
   - Tenants: DOE

9. 925 E. Sioux Avenue, Pierre, SD 57501
   - Lease Length: March 2017 - January 2023
   - Leased SF: 2,600
   - Rate Per SF: $3.69
   - Monthly Lease Rate: $9,464.00
   - Tenants: DOE - Storage

10. 2315 E. Dakota Avenue, Pierre, SD 57501
     - Lease Length: February 2015 - January 2025
     - Leased SF: 700
     - Rate Per SF: $4.00
     - Monthly Lease Rate: $2,833.34
     - Tenants: DENR - Storage

11. 207 E. Missouri Avenue, Ste 1A, Pierre, SD 57501
     - Lease Length: July 2015 - June 2025
     - Leased SF: 1,333
     - Rate Per SF: $1,333.33
     - Monthly Lease Rate: $1,333.33
     - Tenants: DOC

12. 3410 E. Sioux Avenue, Pierre, SD 57501
     - Lease Length: July 2012 - July 2022
     - Leased SF: 3,240
     - Rate Per SF: $12.76
     - Monthly Lease Rate: $40,824.00
     - Tenants: DOE

13. 3100 Airport Road, Pierre, SD 57501
     - Lease Length: November 2014 - October 2024
     - Leased SF: 12,033
     - Rate Per SF: $9.80
     - Monthly Lease Rate: $118,297.60
     - Tenants: DOH

14. 2510 E. Irwin, Pierre, SD 57501
     - Lease Length: June 2020 - May 2022
     - Leased SF: 7789
     - Rate Per SF: $12.00
     - Monthly Lease Rate: $93,468.00
     - Tenants: DOH

15. 3317 Airport Road, Pierre, SD 57501
     - Lease Length: June 2020 - May 2021
     - Leased SF: 1800
     - Rate Per SF: $4.67
     - Monthly Lease Rate: $8,312.50
     - Tenants: DOH - Storage

16. 306 E. Capitol Avenue, Ste 310, Pierre, SD 57501
     - Lease Length: October 2017 - September 2023
     - Leased SF: 17,220
     - Rate Per SF: $12.00
     - Monthly Lease Rate: $204,272.00
     - Tenants: DENR - Storage

17. 3800 E. Hwy 34, Ste 1, Pierre, SD 57501
     - Lease Length: October 2013 - September 2023
     - Leased SF: 13,720
     - Rate Per SF: $7.77
     - Monthly Lease Rate: $104,364.00
     - Tenants: DHS

18. 3800 E. Hwy 34, Ste 1, Pierre, SD 57501
     - Lease Length: December 2016 - November 2021
     - Leased SF: 7500
     - Rate Per SF: $5.00
     - Monthly Lease Rate: $37,500.00
     - Tenants: BIT - Storage
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<tr>
<th>#</th>
<th>Address &amp; State</th>
<th>Lease Length</th>
<th>Leased SF</th>
<th>Rate Per SF</th>
<th>Monthly Lease Rate</th>
<th>Tenants</th>
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<tbody>
<tr>
<td>19.</td>
<td>701E. Sioux Avenue, Pierre, SD 57501</td>
<td>Lease Length: August 2015 - July 2025</td>
<td>3,800</td>
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<td>BIT (BHR Subleasing)</td>
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<td>20.</td>
<td>124 S. Euclid Avenue, Ste 201 &amp; 202, Pierre, SD 57501</td>
<td>Lease Length: July 2014 - June 2024</td>
<td>6,000</td>
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<td>21.</td>
<td>1601 N Harrison Avenue, Ste 1, Pierre, SD 57501</td>
<td>Lease Length: December 2012 - November 2022</td>
<td>3,056</td>
<td>$11.55</td>
<td>$3,414.40</td>
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<tr>
<td>22.</td>
<td>221 W. Capitol Avenue, Ste 101, Pierre, SD 57501</td>
<td>Lease Length: August 2015 - July 2025</td>
<td>2,315</td>
<td>$12.00</td>
<td>$2,788.00</td>
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<tr>
<td>23.</td>
<td>124 S. Euclid Avenue, Ste 104, Pierre, SD 57501</td>
<td>Lease Length: March 2015 - February 2025</td>
<td>1,299</td>
<td>$12.00</td>
<td>$1,558.80</td>
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<tr>
<td>24.</td>
<td>123 W. Missouri Avenue, Pierre, SD 57501</td>
<td>Lease Length: October 2016 - September 2025</td>
<td>9,487</td>
<td>$11.03</td>
<td>$8,297.90</td>
<td>DLR</td>
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<tr>
<td>25.</td>
<td>116 W. Missouri Avenue, Pierre, SD 57501</td>
<td>Lease Length: February 2017 - January 2022</td>
<td>5,210</td>
<td>$9.36</td>
<td>$4,800.00</td>
<td>DLR</td>
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<tr>
<td>26.</td>
<td>308 S. Pierre Street, Pierre, SD 57501</td>
<td>Lease Length: August 2018 - July 2023</td>
<td>3,068</td>
<td>$10.13</td>
<td>$3,068.00</td>
<td>DLR</td>
</tr>
<tr>
<td>27.</td>
<td>427 S. Chapelle Street, Pierre, SD 57501</td>
<td>Lease Length: December 2016 - November 2021</td>
<td>6250</td>
<td>$9.60</td>
<td>$5,932.00</td>
<td>Legislative Audit</td>
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<td>28.</td>
<td>221 S. Central Avenue, Pierre, SD 57501</td>
<td>Lease Length: September 2016 - August 2026</td>
<td>10,485</td>
<td>$9.40</td>
<td>$9,863.60</td>
<td>DPS - Emergency Management</td>
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<tr>
<td>29.</td>
<td>20570 293rd Avenue, Pierre, SD 57501</td>
<td>Lease Length: February 2017 - January 2025</td>
<td>3,600</td>
<td>$2.66</td>
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<td>DPS Highway Patrol</td>
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<tr>
<td>30.</td>
<td>420 S Garfield Avenue, Ste 600, Pierre, SD 57501</td>
<td>Lease Length: October 2017 - September 2022</td>
<td>1,469</td>
<td>$11.67</td>
<td>$1,642.80</td>
<td>DPS Driver's Licensing</td>
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<tr>
<td>31.</td>
<td>3100 Airport Road, Units 3A &amp; B, Pierre, SD 57501</td>
<td>Lease Length: September 2018 - August 2020</td>
<td>1,800</td>
<td>$9.10</td>
<td>$1,638.00</td>
<td>DPS - Storage (EM and HS)</td>
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<tr>
<td>32.</td>
<td>222 E. Capitol Avenue, Ste 8, Pierre, SD 57501</td>
<td>Lease Length: September 2012 - August 2022</td>
<td>11,504</td>
<td>$9.76</td>
<td>$11,203.50</td>
<td>SD Retirement System</td>
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<tr>
<td>33.</td>
<td>215 E. Prospect Avenue, Pierre, SD 57501</td>
<td>Lease Length: June 2016 - June 2021</td>
<td>3,500</td>
<td>$14.06</td>
<td>$4,910.00</td>
<td>Secretary of State</td>
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<tr>
<td>34.</td>
<td>910 &amp; 912 E. Sioux Avenue, Pierre, SD 57501</td>
<td>Lease Length: December 2012 - November 2022</td>
<td>17,002</td>
<td>$7.95</td>
<td>$13,354.00</td>
<td>DSS</td>
</tr>
<tr>
<td>35.</td>
<td>DOT Aeronautics, Airport Road</td>
<td>Lease Length: January 2015 - December 2025</td>
<td>800</td>
<td>$0.15</td>
<td>$800.00</td>
<td>DOT - Aeronautics State Plane Hangar</td>
</tr>
<tr>
<td>36.</td>
<td>302 E. Dakota Avenue, Pierre, SD 57501</td>
<td>Lease Length: August 2018 - July 2023</td>
<td>1,365</td>
<td>$9.10</td>
<td>$1,273.50</td>
<td>DTR</td>
</tr>
</tbody>
</table>
3.1 METHODOLOGY

3.10 BUILDINGS OCCUPATION + APPROACH

The South Dakota Capitol Complex Long-Range Building Plan catalogs the data inventory collected during the master planning phases, including the compiling of existing building plans, billing documentation and agency questionnaires. Thereafter interviews were conducted with management leaders from each individual agency. Agency information was confirmed and recorded through this verification process.

Agency Interviews

The agency interviews were conducted with management leaders of the executive branch agencies, legislative branch leader, and the unified judiciary system as a follow-up method to the information questionnaires. Interviews were achieved during the dates of September 30, 2020 through October 2, 2020. The purpose of the interviews was to confirm agency FTE data, locations occupied, agency operations, and synergies. Below are the interview discussion topics:

- Understanding agency missions and operational functions.
- Current and future 5 year projections of agency FTE data.
- Frequent interaction with other departments that create necessary synergistic relationships, for close proximity.
- Adjacency requirements to be within the Capitol Building.
- Impact of remote work on present and future department operations and/or staffing needs.
- Deficiencies with current department space at each location.
- Any unique space type requirement to perform department duties.
- Any security or service concerns at any of the occupied locations.

General Notes from the agency interviews related to the Capitol Complex Long-Range Building Plan are highlighted below:

- Office workspace is somewhat dictated by outdated floor plan layouts, and office furniture. Many agencies expressed the appeal to more flexible workspace with collaborative solutions.
- The term office hoteling was frequently discussed and held desirable for majority of agencies with the exclusion of a few agency outliers. This typology of workspace is becoming more recognizable due to the current conditions of the 2020 COVID-19 Pandemic, creating remote work to be an achievable solution for social distancing in the workplace.
- Current spaces for many agencies are spatially not meeting satisfactory needs, through inadequate workspace conditions, including room layouts, outdated office furniture. This environment contributes to lower quality workspace (low levels of daylighting, spatial flexibility, decrease in collaboration space, and less continuity), thus affecting department success and additionally morale of the staff.
- A large number of agencies want to have presence in the Capitol Building due to either public presence, close proximity to legislature during session, or working synergies with other governmental entities present in the building.
- Parking is an issue during legislative session.
- Security is being addressed in various locations around the Capitol Complex, although it still an on-going issue in some buildings.
- Conference rooms availability is an issue that has been brought up throughout the majority of the agency interviews.

State-Owned Buildings and Leased Buildings

The map to the right shows the South Dakota Pierre Capitol Complex and the surrounding Pierre area that encompass both state-owned and leased agency occupied buildings.

As the State of South Dakota considers alternative solutions and recommendations emphasized in this document, it is significant to consider the consequences of state-owned and leased space. Historically leased space has been characterized to be overflow space for agencies to occupy. This has also been labeled as swing space while state-owned buildings undergo renovations. This can be advantageous if appropriately considering the variables of length of lease, agency/department operations and staffing needs.

Currently the state has more leased spaces per building then state-owned. It would be advantageous for the State of South Dakota to acquire the long term goal of owning more buildings than leasing, with the exception of agencies deemed a necessity to occupy leased space due to their historical fluctuation.
3.2 AGENCY NEEDS
3.20 AGENCY SYNOPSIS

The South Dakota Capitol Complex Inventory Evaluation catalogs the data inventory collected during the 'What We Found' phase, including the compiling of existing building plans, billing data spreadsheets and agency questionnaires. Thereafter interviews were conducted with management leaders from each individual agencies. Agency information was confirmed and recorded through this verification process.

3.3 EXECUTIVE BRANCH
3.30 ELECTED OFFICIALS

OFFICE OF THE GOVERNOR, EXECUTIVE
GOVERNOR: Kristi Noem
TOTAL FTE: N/A
5 YR PROJECTED FTE: N/A

GOVERNOR’S OFFICE OF ECONOMIC DEVELOPMENT
COMMISSIONER: Steve Westra
TOTAL FTE: 22
5 YR PROJECTED FTE: 27 Minimum

SOUTH DAKOTA SECRETARY OF STATE
SECRETARY OF STATE: Steve Barnett
TOTAL FTE: 14
5 YR PROJECTED FTE: 15

<table>
<thead>
<tr>
<th>STATE-OWNED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capitol Building - 500 E Capitol Avenue</td>
<td>500</td>
<td>SD Governor’s Office</td>
<td>None</td>
</tr>
<tr>
<td>Dolly-Reed Plaza - 711 Wills Avenue</td>
<td>5,616</td>
<td>Governor’s Office of Economic Development</td>
<td>None</td>
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</table>

<table>
<thead>
<tr>
<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
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<th>STATE-OWNED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capitol Building - 500 E Capitol Avenue</td>
<td>2,000</td>
<td>Secretary of State</td>
<td>None</td>
</tr>
<tr>
<td>215 E Prospect Avenue</td>
<td>3,500</td>
<td>Business Services</td>
<td>$14.06</td>
</tr>
</tbody>
</table>
### SOUTH DAKOTA STATE TREASURER

**STATE TREASURER:** Jason Williams  
**TOTAL FTE:** 13  
**5 YR PROJECTED FTE:** 13

### SOUTH DAKOTA ATTORNEY GENERAL

**ATTORNEY GENERAL:** Jason Ravnsborg  
**CHIEF DEPUTY:** Charles McGuigan  
**TOTAL FTE:** 117  
**5 YR PROJECTED FTE:** 117

### PUBLIC UTILITIES COMMISSION

**EXEC. DIRECTOR:** Patty Van Gerpen  
**TOTAL FTE:** 28  
**5 YR PROJECTED FTE:** 28

### OFFICE OF SCHOOL & PUBLIC LANDS

**COMMISSIONER:** Ryan Brunner  
**TOTAL FTE:** 6  
**5 YR PROJECTED FTE:** 7

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<th>STATE-OWNED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
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<td>1,125</td>
<td>Office of SD State Treasurer</td>
<td>124 E Dakota Avenue</td>
<td>4,800</td>
<td>Unclaimed Property</td>
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<tr>
<td>George S. Mickelson Building</td>
<td>92,868</td>
<td>SD Attorney General</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capitol Building - 500 E Capitol Avenue</td>
<td>3,963</td>
<td>Public Utilities Commission</td>
<td>1320 E Sioux Avenue</td>
<td>28,944</td>
<td>Public Utilities Commission</td>
<td>$5.56</td>
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<tr>
<td>Capitol Building - 500 E Capitol Avenue</td>
<td>1,386</td>
<td>Office of School and Public Lands</td>
<td>None</td>
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</table>
3.3 EXECUTIVE BRANCH
3.31 BRANCH AGENCIES

- **BOARD OF REGENTS**
  
  **PRESIDENT:** John W. Bastian
  **TOTAL FTE:** 23
  **5 YR PROJECTED FTE:** 23

- **BUREAU OF ADMINISTRATION**
  
  **COMMISSIONER:** Scott Bollinger
  **TOTAL FTE:** 139
  **5 YR PROJECTED FTE:** 149-150

- **BUREAU OF FINANCE & MANAGEMENT**
  
  **COMMISSIONER:** Liza Clark
  **TOTAL FTE:** 39
  **5 YR PROJECTED FTE:** 39

- **BUREAU OF HUMAN RESOURCES**
  
  **COMMISSIONER:** Darin Seeley
  **TOTAL FTE:** 41
  **5 YR PROJECTED FTE:** 35

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**STATE-OWNED LOCATIONS**

<table>
<thead>
<tr>
<th>Location</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
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<tbody>
<tr>
<td>Capitol Building</td>
<td>8,073</td>
<td>B &amp; G</td>
</tr>
<tr>
<td>Boiler / Visitor Center</td>
<td>3,349</td>
<td>B &amp; G</td>
</tr>
<tr>
<td>BOA Nicollet Building</td>
<td>2,650</td>
<td>BOA - Exec. Mgmt</td>
</tr>
<tr>
<td>East Bypass Shop</td>
<td>6,668</td>
<td>B &amp; G</td>
</tr>
<tr>
<td>Trade/Carpenter Shop</td>
<td>6,441</td>
<td>B &amp; G</td>
</tr>
<tr>
<td>Fleet and Rec Mgmt</td>
<td>9,435</td>
<td>Records Mgmt</td>
</tr>
<tr>
<td>Joe Foss Building</td>
<td>6,014</td>
<td>OSE , OHE</td>
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<tr>
<td>Knisp (Mail Room)</td>
<td>196</td>
<td>B &amp; G</td>
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<tr>
<td>Governor’s Mansion (New)</td>
<td>21,339</td>
<td>B &amp; G</td>
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<tr>
<td>Paul Kimman Building</td>
<td>3,753</td>
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<td>Risk Management Building</td>
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**LEASED LOCATIONS**

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<tr>
<th>Location</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/ SF</th>
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<tbody>
<tr>
<td>306-314 E. Capitol Avenue</td>
<td>5,593</td>
<td>Board of Regents</td>
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**STATE-OWNED LOCATIONS**

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<tr>
<th>Location</th>
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<tbody>
<tr>
<td>Capitol Building</td>
<td>500</td>
<td>BFM</td>
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<tr>
<td>BOA Nicollet Building</td>
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<tr>
<td>Soldiers and Sailors Building</td>
<td>2,914</td>
<td>BFM</td>
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**LEASED LOCATIONS**

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<tr>
<th>Location</th>
<th>CURRENT SF</th>
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<th>LEASE RATE/ SF</th>
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</thead>
<tbody>
<tr>
<td>1320 E. Sioux Avenue</td>
<td>28,944</td>
<td>Central Mail, Services &amp; Duplicating</td>
<td>$3.56</td>
</tr>
<tr>
<td>1414 E. Sioux Avenue - Warehouse #3</td>
<td>5,200</td>
<td>Central Services</td>
<td>$1.65</td>
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<tr>
<td>306 E. Capitol Avenue, Ste 310</td>
<td>1,722</td>
<td>BHR</td>
<td>$13.00</td>
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**STATE-OWNED LOCATIONS**

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<thead>
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<th>Location</th>
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<tr>
<td>Capitol Building</td>
<td>4,407</td>
<td>BHR</td>
</tr>
<tr>
<td>E Capitol Avenue</td>
<td></td>
<td>BHR</td>
</tr>
</tbody>
</table>

**LEASED LOCATIONS**

<table>
<thead>
<tr>
<th>Location</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/ SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>701 E. Sioux Avenue - (Subleasing from BIT)</td>
<td>3,800</td>
<td>Rehabilitation Services, Services to the Blind and Visually Impaired, Long Term Services and Supports</td>
<td>$10.00</td>
</tr>
<tr>
<td>306 E. Capitol Avenue, Ste 310</td>
<td>1,722</td>
<td>BHR</td>
<td>$13.00</td>
</tr>
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</table>
BUREAU OF INFORMATION & TELECOMMUNICATIONS
COMMISSIONER: Jeffery Clines
TOTAL FTE: Approx. 400
5 YR PROJECTED FTE: Approx. 400

DEPARTMENT OF AGRICULTURE & NATURAL RESOURCES
SECRETARY: Hunter Roberts
TOTAL FTE: 35 (DOA); 134 (DENR)
5 YR PROJECTED FTE: TBD

DEPARTMENT OF EDUCATION
SECRETARY: Dr. Ben Jones
TOTAL FTE: 165
5 YR PROJECTED FTE: 165

DEPARTMENT OF GAME, FISH, & PARKS
COMMISSIONER: Gary Jensen
TOTAL FTE: 100
5 YR PROJECTED FTE: 103
**DEPARTMENT OF HEALTH**  
SECRETARY: Kim Malsam-Rysdon  
TOTAL FTE: 160  
5 YR PROJECTED FTE: 160

<table>
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<tr>
<th>STATE-OWNED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
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<tbody>
<tr>
<td>Health Administration</td>
<td>6,447</td>
<td>DOH</td>
<td>912 E. Sioux Avenue - Sammons Building</td>
<td>13,720</td>
<td>DHS</td>
<td>$7.77</td>
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<tr>
<td>Health Laboratory</td>
<td>25,027</td>
<td>DOH</td>
<td>3800 E. Hay 34, Ste A1</td>
<td>1,527</td>
<td>DOH</td>
<td>$10.00</td>
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**DEPARTMENT OF HUMAN SERVICES**  
SECRETARY: Shawnie Rechtenbaugh  
TOTAL FTE: 70  
5 YR PROJECTED FTE: 70

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<th>LEASE RATE/SF</th>
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</thead>
<tbody>
<tr>
<td>207 Missouri Avenue,</td>
<td>2,527</td>
<td>DOH</td>
<td>912 E. Sioux Avenue</td>
<td>3,240</td>
<td>DOH</td>
<td>$12.76</td>
</tr>
<tr>
<td>Site 1</td>
<td></td>
<td></td>
<td>3100 Airport Road</td>
<td>5,210</td>
<td>DOH</td>
<td>$9.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3117 Airport Road</td>
<td>1,800</td>
<td>DOH</td>
<td>$4.67</td>
</tr>
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**DEPARTMENT OF LABOR & REGULATIONS**  
SECRETARY: Marcia Hultman  
TOTAL FTE: 107  
5 YR PROJECTED FTE: 115 - 117

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<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>212 W. Missouri Ave</td>
<td>9,487</td>
<td>DOH</td>
<td>116 W Missouri Ave</td>
<td>5,210</td>
<td>DLR</td>
<td>$11.03</td>
</tr>
<tr>
<td>308 S Pierre St</td>
<td>3,068</td>
<td>DOH</td>
<td>501 N. Harris Ave</td>
<td>3,056</td>
<td>DLR</td>
<td>$11.55</td>
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**DEPARTMENT OF THE MILITARY**  
ADJUTANT GENERAL: Major General Jeffrey P. Mariette  
TOTAL FTE: 3  
5 YR PROJECTED FTE: 3

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<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Guard Museum</td>
<td>8,645</td>
<td>DOM</td>
<td>221 W Capitol Ave</td>
<td>2,315</td>
<td>DLR - Real Estate Commission, Board of Barbers Examiners</td>
<td>$12.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>123 W Missouri Ave</td>
<td>9,487</td>
<td>DLR - Admin.</td>
<td>$11.03</td>
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<td></td>
<td></td>
<td></td>
<td>118 W Missouri Ave</td>
<td>5,210</td>
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<td>$9.36</td>
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<tr>
<td>Building</td>
<td></td>
<td></td>
<td>308 S Pierre St</td>
<td>3,068</td>
<td>OLR - E&amp;ISO Certification</td>
<td>$10.15</td>
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**STATE-OWNED LOCATIONS**

<table>
<thead>
<tr>
<th>Building</th>
<th>SF</th>
<th>Divisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>George S. Mickelson</td>
<td>12,593</td>
<td>DPS</td>
</tr>
<tr>
<td>Sutherland Building</td>
<td>5,335</td>
<td>DPS</td>
</tr>
<tr>
<td>221 S. Central Ave</td>
<td>10,485</td>
<td>DPS - EM</td>
</tr>
<tr>
<td>205/70 293rd Ave</td>
<td>3,600</td>
<td>DPS - EM</td>
</tr>
<tr>
<td>420 S. Garfield Ave, Ste</td>
<td>1,469</td>
<td>DPS - One</td>
</tr>
<tr>
<td>600 Airport Road, 3A &amp; B</td>
<td>3,600</td>
<td>DPS - EM &amp; H</td>
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**LEASED LOCATIONS**

<table>
<thead>
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<th>Location</th>
<th>SF</th>
<th>Divisions</th>
<th>Lease Rate/SF</th>
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</thead>
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<tr>
<td>221 S. Central Ave 205 70</td>
<td>10,485</td>
<td>DPS - EM</td>
<td>$9.40</td>
</tr>
<tr>
<td>420 S. Garfield Ave, Ste</td>
<td>1,469</td>
<td>DPS - Drivers</td>
<td>$11.67</td>
</tr>
<tr>
<td>3100 Airport Road, 3A &amp; B</td>
<td>3,600</td>
<td>DPS - EM &amp; H</td>
<td>$4.60</td>
</tr>
</tbody>
</table>

**DEPARTMENT OF PUBLIC SAFETY**
SECRETARY: Trevor Jones
TOTAL FTE: 107
5 YR PROJECTED FTE: 113

**DEPARTMENT OF REVENUE**
SECRETARY: Jim Terwilliger
TOTAL FTE: 130
5 YR PROJECTED FTE: 130-180

**DEPARTMENT OF SOCIAL SERVICES**
SECRETARY: Steve Westra
TOTAL FTE: 270
5 YR PROJECTED FTE: 275 - 277

**DEPARTMENT OF TOURISM**
SECRETARY: Jim Hagen
TOTAL FTE: 28
5 YR PROJECTED FTE: 30
DEPARTMENT OF TRANSPORTATION
SECRETARY: David Bergquist
TOTAL FTE: 287
5 YR PROJECTED FTE: 287

DEPARTMENT OF TRIBAL RELATIONS
SECRETARY: Dave Flute
TOTAL FTE: 7
5 YR PROJECTED FTE: 7

DEPARTMENT OF VETERANS AFFAIRS
SECRETARY: Greg Whitlock
TOTAL FTE: 8
5 YR PROJECTED FTE: 8

SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
EXECUTIVE DIRECTOR: Mark Lauseng
TOTAL FTE: 46
5 YR PROJECTED FTE: 48

<table>
<thead>
<tr>
<th>STATE-OWNED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASED LOCATIONS</th>
<th>CURRENT SF</th>
<th>DIVISIONS</th>
<th>LEASE RATE/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Becker Hansen Building</td>
<td>52.032</td>
<td>DOT</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>East Bypass Shop</td>
<td>2,066</td>
<td>DOT</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fleet and Rec. Mgmt</td>
<td>1,511</td>
<td>DOT</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Airport Road (State Plane Hangar)</td>
<td>800</td>
<td>Aeronautics</td>
<td>$7.95</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dolly-Reed Plaza</td>
<td>1,440</td>
<td>Department of Tribal Relations</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Soldiers and Sailors Building</td>
<td>1,600</td>
<td>DOVA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3060 East Elizabeth Street</td>
<td>N/A</td>
<td>SDHA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

STATE-OWNED LOCATIONS
CURRENT SF
DIVISIONS
LEASED LOCATIONS
CURRENT SF
DIVISIONS
LEASE RATE/SF

SOUTH DAKOTA CAPITAL COMPLEX
INVENTORY EVALUATION

PROJECT YEAR: 2020
DEPARTMENT OF VETERANS AFFAIRS
SECRETARY: Greg Whitlock
TOTAL FTE: 8
5 YR PROJECTED FTE: 8

DEPARTMENT OF TRIBAL RELATIONS
SECRETARY: Dave Flute
TOTAL FTE: 7
5 YR PROJECTED FTE: 7

SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
EXECUTIVE DIRECTOR: Mark Lauseng
TOTAL FTE: 46
5 YR PROJECTED FTE: 48

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<td></td>
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<tr>
<td>Fleet and Rec. Mgmt</td>
<td>1,511</td>
<td>DOT</td>
<td>None</td>
<td></td>
<td></td>
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<tr>
<td>Airport Road (State Plane Hangar)</td>
<td>800</td>
<td>Aeronautics</td>
<td>$7.95</td>
<td></td>
<td></td>
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<tr>
<td>Dolly-Reed Plaza</td>
<td>1,440</td>
<td>Department of Tribal Relations</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Soldiers and Sailors Building</td>
<td>1,600</td>
<td>DOVA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3060 East Elizabeth Street</td>
<td>N/A</td>
<td>SDHA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

STATE-OWNED LOCATIONS
CURRENT SF
DIVISIONS
LEASED LOCATIONS
CURRENT SF
DIVISIONS
LEASE RATE/SF

SOUTH DAKOTA CAPITAL COMPLEX
INVENTORY EVALUATION

PROJECT YEAR: 2020
DEPARTMENT OF VETERANS AFFAIRS
SECRETARY: Greg Whitlock
TOTAL FTE: 8
5 YR PROJECTED FTE: 8

DEPARTMENT OF TRIBAL RELATIONS
SECRETARY: Dave Flute
TOTAL FTE: 7
5 YR PROJECTED FTE: 7

SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
EXECUTIVE DIRECTOR: Mark Lauseng
TOTAL FTE: 46
5 YR PROJECTED FTE: 48

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<th>DIVISIONS</th>
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<tbody>
<tr>
<td>Becker Hansen Building</td>
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<td>DOT</td>
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<td>East Bypass Shop</td>
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<td>DOT</td>
<td>None</td>
<td></td>
<td></td>
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<td>Fleet and Rec. Mgmt</td>
<td>1,511</td>
<td>DOT</td>
<td>None</td>
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<td></td>
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</tr>
<tr>
<td>Airport Road (State Plane Hangar)</td>
<td>800</td>
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<td>$7.95</td>
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<tr>
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<td>1,440</td>
<td>Department of Tribal Relations</td>
<td></td>
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<tr>
<td>Soldiers and Sailors Building</td>
<td>1,600</td>
<td>DOVA</td>
<td></td>
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</tr>
<tr>
<td>3060 East Elizabeth Street</td>
<td>N/A</td>
<td>SDHA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3.3 LEGISLATIVE BRANCH

3.32 LEGISLATIVE

- **STATE OWNED LOCATIONS**
  - Capitol Building - 500 E Capitol Avenue: 5,607 SF

- **LEASED LOCATIONS**
  - 222 E. Capitol Avenue, Ste 8: 11,504 SF SD Retirement System at $9.76 per SF

- **LEGISLATURE & LEGISLATURE RESEARCH COUNCIL**
  - **DIRECTOR:** Reed Holwegner
  - **TOTAL FTE:**
    - 27 Full-Time Staff
    - 105 Legislators
    - 34 Session Staff
    - 23 Interims/Aides
    - 100 Pages
  - **TOTAL FTE:** 27
  - **5 YR PROJECTED FTE:** TBD

- **SOUTH DAKOTA RETIREMENT SYSTEM**
  - **SECRETARY:**
  - **TOTAL FTE:** 33
  - **5 YR PROJECTED FTE:** 33

- **SOUTH DAKOTA STATE AUDITOR**
  - **STATE AUDITOR:** Rich L. Sattgast
  - **TOTAL FTE:** 16
  - **5 YR PROJECTED FTE:** 17

- **UNIFIED JUDICIAL SYSTEM**
  - **STATE COURT ADMINISTRATOR:** Greg Sattizahn
  - **TOTAL FTE:** 47
  - **5 YR PROJECTED FTE:** 52

- **STATE OWNED LOCATIONS**
  - Capitol Building - 500 E Capitol Avenue: 1,582 SF State Auditor

- **LEASED LOCATIONS**
  - 425 S Chapelle: 6,250 Audit at $9.60 per SF

- **STATE OWNED LOCATIONS**
  - Capitol Building - 500 E Capitol Avenue: 5,607 UJS

- **LEASED LOCATIONS**
  - None

- **STATE OWNED LOCATIONS**
  - Capitol Building - 500 E Capitol Avenue: 1,582 State Auditor

- **LEASED LOCATIONS**
  - None
3.4 SUMMARY OF EXISTING SPACE UTILIZATION

Using data compiled during the beginning phases and agency questionnaires the consultant team prepared a database inventory of the existing allocation of department assigned space in both state-owned and leased spaces. The methods for calculating current occupancies is described in this section.

Workplace Space Standards

Space standards are defined in the South Dakota: Guidelines for the State Work Environment (Policy ES-09) issued by the South Dakota Bureau of Administration. The following recommendations were developed in a previous study “based on research provided by the Federal general Services Administration (GSA), several office furniture space consultants, and data within the Bureau of Administration.” Space standards provide an objective basis to identify uniform measurements of space expressed in square feet per personnel or use area. The following space standards are recommended for State agencies in state-owned and leased spaces as stated in the Workplace Standards Policy ES-09 Table 3.40.

Workplace space standards are required to:

- Make the most efficient use of state-owned and leased spaces;
- Establish uniformity and consistency among personnel in all state departments and agencies;
- Establish uniformity and consistency in the allocation of space for equipment;
- Provide a uniform basis for projecting space needs for personnel and equipment to logically plan for the acquisition of future state-owned and leased spaces and
- Determine the probable cost of needed space.

Building and Agency Net Space (NSF)

Estimating the amount of usable area or floor space needed to provide an appropriate environment capable of supporting a function involves the application of space allocations or space standards to the operational requirements of the functional component (i.e. office, restroom, conference room, etc.) These standards, guidelines, and specific space allocations are expressed as “net usable square feet” or NSF. The percentage of agency net square feet was determined in Table 3.41A and Table 3.41B in Section 0A: Appendices.

Department Gross Space (DGSF)

In a master space plan, the size of individual offices/ workstations is not as important as the total allocation of space for each staff position. The total “department gross square feet” (DGSF) is the sum of the various personnel, billed support spaces (i.e. corridors, conference rooms, copy rooms, etc.) and circulation space within the confines of that department including interior walls.

---

### Table 3.40: South Dakota Guidelines for the State Work Environment (Policy ES-09)

<table>
<thead>
<tr>
<th>Job Description</th>
<th>Maximum Space Allowed (Square Feet/SF)</th>
<th>Office Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constitutional Officer</td>
<td>200 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Elected Official</td>
<td>200 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Cabinet Secretary</td>
<td>200 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Deputy Secretary</td>
<td>125 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Division Director</td>
<td>125 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Executive Director</td>
<td>125 SF</td>
<td>Private</td>
</tr>
<tr>
<td>Program Director</td>
<td>80-100 SF</td>
<td>Private*/EWS</td>
</tr>
<tr>
<td>Program Administrator</td>
<td>80-100 SF</td>
<td>Private*/EWS</td>
</tr>
<tr>
<td>Legal Professional</td>
<td>80-100 SF</td>
<td>Private*/EWS</td>
</tr>
<tr>
<td>Professional</td>
<td>64-80 SF</td>
<td>WS/EWS*/Private*</td>
</tr>
<tr>
<td>Administrative/Clerical</td>
<td>56-64 SF</td>
<td>WS</td>
</tr>
<tr>
<td>Intern/Frequent Traveler</td>
<td>36-56 SF</td>
<td>WS</td>
</tr>
</tbody>
</table>

Private*: Private Office allowed if building design and layouts permits
EWS: Executive Work Station if building design and layouts permits
WS: Standard Work Station

---

Building and Agency Net Space (NSF)

Estimating the amount of usable area or floor space needed to provide an appropriate environment capable of supporting a function involves the application of space allocations or space standards to the operational requirements of the functional component (i.e. office, restroom, conference room, etc.) These standards, guidelines, and specific space allocations are expressed as “net usable square feet” or NSF. The percentage of agency net square feet was determined in Table 3.41A and Table 3.41B in Section 0A: Appendices.

Department Gross Space (DGSF)

In a master space plan, the size of individual offices/ workstations is not as important as the total allocation of space for each staff position. The total “department gross square feet” (DGSF) is the sum of the various personnel, billed support spaces (i.e. corridors, conference rooms, copy rooms, etc.) and circulation space within the confines of that department including interior walls.
4.1 STATE-OWNED PROPERTIES
4.10 ADJACENT TO THE MAIN CAMPUS

The State of South Dakota owns 27 properties within the Pierre/Ft. Pierre area. Of those properties 14 properties are in close proximity to the Capitol Complex Main Campus. Illustrated in this section is a map depicting the properties, their locations, and size in the Pierre area.

STATE - OWNED PROPERTIES

**A** Capitol Grounds, Capitol Lake, Governor’s Residence, and A1 (small State Corner Lot)
Property Size (Acres): 33.4

**B** BOA Building Lot
Property Size (Acres): 2.45

**C** Becker-Hansen Building
Property Size (Acres): 13.27

**D** Civil War Memorial
Property Size (Acres): 0.65

**E** Dolly-Reed Plaza
Property Size (Acres): 1.5

**F** Sigurd Anderson and Joe Foss Building Lot
Property Size (Acres): 2.03

**G** Soldier and Sailors Building (Deed restriction for this purpose from the railroad)
Property Size (Acres): 1.1

**H** Hilger’s Gulch and Hilger’s City Lots
Property Size (Acres): 84.5

**I** Kniep Building and Historical Society
Property Size (Acres): 24.5

**J** Historical Society/Archives
Property Size (Acres): 10.8

**K** Hilger’s Gulch to Mickelson Pond Trail
Property Size (Acres): 20.66

**L** State Health Laboratory
Property Size (Acres): 9.54

**M** Vacant Land North of 4th Street
Property Size (Acres): 4.5

**N** Sutherland Building
Property Size (Acres): 0.564

* DISCLAIMER: This illustration only depicts State-Owned Property in direct adjacencies to the Main Campus of the Capitol Complex.
Bureau of Administration Property 1305 E. Sioux Avenue

Property Size (Acres): 0.47

Mickelson Criminal Justice Center
Property Size (Acres): 23.53

DOT Motor Pool Lot
Property Size (Acres): 12.5

DOT Motor Pool Lot
Property Size (Acres): 21.17

Women’s Prison
Property Size (Acres): 25.7

National Guard
Property Size (Acres): 5.43

Old DCI Building
Property Size (Acres): 1.63

Vacant Land
Property Size (Acres): 2.125

Bureau of Administration Maintenance Building Lot
Property Size (Acres): 1.027

Motor Vehicle Bullpen Lot
Property Size (Acres): 4.193

SD Housing Development Authority Lot
Property Size (Acres): 7.0

SD National Guard Museum Lot
Property Size (Acres): 0.572

Building Lot at 1429 E. Sioux Avenue
Property Size (Acres): 0.656

Bureau of Administration Property 1305 E. Sioux Avenue
Property Size (Acres): 0.47
5.1 RECOMMENDATIONS

1. A Capitol Building Master Plan
   - Identify who belongs in the Capitol Building
   - Develop opportunities to maximize existing space, may include renovations
   - Re-purpose, Reprogram non-essential spaces
   - Remove/Re-purpose basement swing space from the Capitol Building

2. Maximize all Pierre Campus Building Space, Leased and Owned
   - Consolidate appropriate leased agency locations back to the Capitol Complex
   - Co-locate agencies where necessary and synergistically appropriate

3. Identify a New Swing Space During Construction
   - Determine building location, financial feasibility and spatial functionality.
   - Proximity to the Capitol Complex
   - Ease of agency turn-over

4. Develop Statewide Remote Work Policy
   - Determine evaluation standards within each agency
   - Perform a trial study for long-term feasibility

5. Develop a Capitol Complex Land Use Study (including Green Spaces & Parking)
   - Identify state-owned properties in adjacency to the Capitol Complex
   - Identify additional adjacent properties for potential future long-term state proprietary
APPENDICES

OA
A.1 APPENDICES
A.10 AGENCIES INVOLVED IN SURVEYS + QUESTIONNAIRES

LEGISLATURE • LEGISLATIVE RESEARCH COUNCIL
OFFICE OF THE SOUTH DAKOTA STATE AUDITOR

UNIFIED JUDICIAL SYSTEM

SOUTH DAKOTA’S GOVERNOR’S OFFICE*
OFFICE OF SOUTH DAKOTA ATTORNEY GENERAL
GOVERNOR’S OFFICE OF ECONOMIC DEVELOPMENT
OFFICE OF THE SOUTH DAKOTA SECRETARY OF STATE
OFFICE OF THE SOUTH DAKOTA STATE TREASURER
OFFICE OF SCHOOL AND PUBLIC LANDS
PUBLIC UTILITIES COMMISSION
BOARD OF REGENTS

BUREAU OF ADMINISTRATION
BUREAU OF FINANCE AND MANAGEMENT
BUREAU OF HUMAN RESOURCES
BUREAU OF INFORMATION AND TELECOMMUNICATIONS

DEPARTMENT OF AGRICULTURE AND NATURAL RESOURCES (DOA & DENR)
DEPARTMENT OF EDUCATION
DEPARTMENT OF GAME, FISH, AND PARKS
DEPARTMENT OF HUMAN SERVICES
DEPARTMENT OF LABOR AND REGULATIONS
DEPARTMENT OF MILITARY
DEPARTMENT OF PUBLIC SAFETY
DEPARTMENT OF REVENUE
DEPARTMENT OF SOCIAL SERVICES
DEPARTMENT OF TOURISM
DEPARTMENT OF TRANSPORTATION
DEPARTMENT OF TRIBAL RELATIONS
DEPARTMENT OF VETERANS AFFAIRS

SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY*
SOUTH DAKOTA RETIREMENT SYSTEM*

* DISCLAIMER: The above list is a complete catalog of the agencies that participated in responding to the agency questionnaires (provided in the Agency Questionnaires’ document) provided by CO-OP Architecture. Not all agencies within this list were interviewed. See the ‘Agency Interviews’ document for interview meeting minutes.
**Table 3.41A: Building Area Per Person: State-Owned Buildings**

<table>
<thead>
<tr>
<th>Agency/Location</th>
<th>Leased Area (sf)</th>
<th>Current FTE</th>
<th>FTE Per Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Dakota</td>
<td>12,193</td>
<td>1,231</td>
<td>9.97</td>
</tr>
<tr>
<td>Health</td>
<td>12,193</td>
<td>1,231</td>
<td>9.97</td>
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<td>Department of Administration</td>
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</tr>
<tr>
<td>Judicial Branch</td>
<td>1,231</td>
<td>9.97</td>
<td>1.23</td>
</tr>
<tr>
<td>Office of President</td>
<td>1,231</td>
<td>9.97</td>
<td>1.23</td>
</tr>
<tr>
<td>University of South Dakota</td>
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<td>1.23</td>
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<tr>
<td>Tribal Relations</td>
<td>1,231</td>
<td>9.97</td>
<td>1.23</td>
</tr>
</tbody>
</table>

**Table 3.41B: Building Area Per Person: Leased Buildings**

<table>
<thead>
<tr>
<th>Agency/Location</th>
<th>Leased Area (sf)</th>
<th>Current FTE</th>
<th>FTE Per Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHR</td>
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<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>DOH</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>DOE-BTE</td>
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<td>0.00</td>
</tr>
<tr>
<td>DOA</td>
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<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>DENR</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>DOE</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>BOA</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>BHR - Pierre</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>DOH - Pierre</td>
<td>1,600</td>
<td>0</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**DISCLAIMER:** The above information charts are a reflection of the buildings net area categorized by agency occupancy and divided by the overall total agency personnel (FTE) occupying the net agency area.

This square footage per person does NOT include the personnel job description define in the South Dakota Guidelines for the State Work Environment (Policy ES-09) issued by the South Dakota Bureau of Administration.

To develop further evaluations of the square footage per person a detailed individual facilities assessment will need to be performed for each individual state occupied building (owned and leased). This facilities assessment would be conducted during Phase II.