



Executive Director
Leon M. Biegalski

Child Support
Ann Coffin
Director

General Tax Administration
Maria Johnson
Director

Property Tax Oversight
Dr. Maurice Gogarty
Director

Information Services
Damu Kuttikrishnan
Director

LETTER OF TRANSMITTAL

September 15, 2017

Ms. Cynthia Kelly,
Director, Office of Policy and Budget
Executive Office of the Governor
The Capitol, Room 1702
Tallahassee, Florida 32399-0001

Dear Ms. Kelly:

The Agency Capital Improvements Program for Fiscal Year 2018-19 through Fiscal Year 2022-23 for the Department of Revenue is submitted and has been posted to the Florida Fiscal Portal, following the instructions dated July 2017. Revenue did not request any Fixed Capital Outlay funding for the five-year period. Our plan includes leased facilities only, in both state-owned and privately owned buildings, within Florida and in six other states.

Revenue continues to use its standard leasing process to reduce leasing costs while ensuring that leased facilities meet the needs of our customers and the Department. In FY 2016-17, the Department entered into 10 new, modification, or renewal lease agreements and allowed one lease to expire. Square footage was reduced on four of these leases, increased on three, and stayed the same on four. For these 11 leases, the total square footage leased decreased from 617,841 to 600,243, an overall reduction of approximately 2.85 percent.

The total lease cost for these 11 leases has been reduced approximately 3.54 percent, from a total of \$10,807,822 annually to \$10,396,725. Most private sector leases include an annual rate increase. Obtaining lower rates on expiring leases and consolidating offices whenever possible enables us to efficiently manage the Department's total annual leasing costs.

The Department remains committed to its facilities vision—that all Revenue offices be accessible, safe, efficient, affordable, uniform, and appropriate for service needs and customer volume.

If you have any questions or comments, please contact Joe Young, Director of Financial Management, at 850-717-7018, or me at 850-617-8950.

Sincerely,


Leon M. Biegalski
Executive Director