
Committee Meeting

of

STATE LEASING AND SPACE UTILIZATION COMMITTEE

LOCATION: Committee Room 12
State House Annex
Trenton, New Jersey

DATE: May 19, 2005
12:00 p.m.

MEMBERS OF COMMITTEE PRESENT:

Assemblywoman Nellie Pou, Chair
Senator Stephen M. Sweeney
Robert Smartt



ALSO PRESENT:

John A. MacCalus
Office of Legislative Services
Committee Aide

Andrew Hendry
Assembly Majority
Committee Aide

Robert J. Shaughnessy, Esq.
Counsel

Meeting Recorded and Transcribed by
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ASSEMBLYWOMAN NELLIE POU (Chair): Good afternoon.

At this time, I'd like to begin our Leasing Committee meeting.

Mr. MacCalus, would you please take the roll call?

MR. MacCALUS (Committee Aide): Okay, this is the roll call for the meeting of May 19, 2005, of the State Leasing and Space Utilization Committee.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Here.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Here.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Here.

MR. MacCALUS: Okay, we have a quorum.

Notice of this meeting of the State Leasing and Space Utilization Committee was provided to the Secretary of State, the *Courier Post*, the *Star-Ledger*, the *Trenton Times*, and the State House Press, on May 6, 2005, in accordance with N.J.S.A. 10:4-6 to 10:4-21, known as the Open Public Meetings Act.

We may proceed.

ASSEMBLYWOMAN POU: Thank you.

At this time, I'd like to ask for a motion for the approval of the minutes of the March 21 meeting.

DEPUTY TREASURER SMARTT: So moved.

SENATOR SWEENEY: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus, roll call.

MR. MacCALUS: Okay, to approve the minutes of the meeting of March 21, Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: Okay, they have passed.

ASSEMBLYWOMAN POU: Thank you.

Let us begin with our first agreement, agreement No. 0941, to be presented by the Director, Steven -- Mr. Sutkin.

How do you pronounce your last name, Steven?

S T E V E N M. S U T K I N: Sutkin. (indicating pronunciation)

ASSEMBLYWOMAN POU: Is it going on now? (referring to PA microphone)

MR. SUTKIN: Sutkin. (indicating pronunciation)

And with due deference to my boss, I'm Deputy Director.
(laughter)

SENATOR SWEENEY: You got a promotion.

ASSEMBLYWOMAN POU: So noted.

SENATOR SWEENEY: No one told him yet. But it's how Trenton works. (laughter)

Sorry, Madam Chairwoman.

ASSEMBLYWOMAN POU: No, I thought that was quite accurate. (laughter)

MR. SUTKIN: Before I go to NPL 0941, I just wanted to advise the Committee that we have a couple of additional disclosure documents that, at the time we presented the leases, were still in a state of finalization. And we have them. I'm prepared to submit them after we present the whole agenda.

ASSEMBLYWOMAN POU: Very well, thank you.

Mr. Sutkin, before you begin, let me also make note of the fact that there will be two agreements placed on hold. It's my understanding that, at the request of the Department, Item No. -- agreement No. 3643 will be placed on hold, and--

MR. MacCALUS: 4556.

ASSEMBLYWOMAN POU: --Item No. 18, which is NPL 4556.

Thank you very much, Mr. MacCalus.

I'm sorry, you can proceed at this time.

MR. SUTKIN: Thank you.

The first item on the agenda is NPL 0941. It is an amendment for an additional 400 square feet for the State Police's Forward Command Post at Tuckerton Station. This additional space-- The lease for that will expire -- it will be coterminous with the balance of the lease -- in December of '06. And I submit this NPL for approval.

ASSEMBLYWOMAN POU: Are there any questions from the members of the Committee? (no response)

Hearing none, I'd like to ask for a motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus.

MR. MacCALUS: Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: This has been approved.

ASSEMBLYWOMAN POU: Thank you.

Next agreement, please.

MR. SUTKIN: The second item on the agenda is NPL 3393.

This is a proposed, one-year lease for an existing Motor Vehicle office, which we're moving out of, pending the completion of the construction of a new facility, which will be a 10-year lease, with two, five-year renewals. And this was negotiated by our office for a one-year term. And I submit it for approval.

ASSEMBLYWOMAN POU: Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus, roll call.

MR. MacCALUS: To approve NPL No. 3393.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The third--

ASSEMBLYWOMAN POU: Next.

MR. SUTKIN: I'm sorry.

ASSEMBLYWOMAN POU: Please proceed as we continue.

MR. SUTKIN: Okay.

The third item on the agenda is NPL 3603. It's a new Motor Vehicle Commission office. It's actually a new lease with the existing landlord. This was advertised, and the most competitive price was received from the existing landlord. It's a 10-year lease, with two, five-year renewal options, in Somerville, in Somerset County. And I submit it for approval.

ASSEMBLYWOMAN POU: Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus, roll call.

MR. MacCALUS: For the approval of NPL 3603.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 5. It's NPL 4057. It's a two-year lease at the existing facility, in Washington Township, for the Department of Environmental Protection's Site Remediation and Environmental Equipment Services Center units. This is a facility where we're preparing, right now, a new scope of work, for the long-term need, to be advertised. So, therefore, we're just extending this lease for two years. And I submit it for approval.

ASSEMBLYWOMAN POU: Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve as recommended, NPL No. 4057.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: And Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 6. It is a lease for an antenna for the Division of State Police, in the Department of Law and Public Safety, in Atlantic City. We already have a lease there, which expires on December 31, 2008. And to ensure the long-term use of that antenna, we're adding two, five-year renewal options, at the option of the State. And that's the subject of this NPL, which I submit for approval.

ASSEMBLYWOMAN POU: Mr. Sutkin, did you say that the current lease now extends to 2008, or you're looking to expand it to 2008?

MR. SUTKIN: The current lease extends to 2008. And there was an opportunity to ensure the long-term -- the use for this antenna. So we're not extending it, but what we're doing is, we're inserting two, five-year renewal options. So when we get to the expiration of the current lease, we have the option to renew it.

ASSEMBLYWOMAN POU: Okay. I understand.

Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus, roll call.

MR. MacCALUS: To approve as recommended, NPL 4236.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: Next item is No. 7, NPL 4300, for the Department of Human Services, Commission for the Blind and Visually Impaired. The office is in Newark. This is a new, five-year lease at the existing location. There was an advertised procurement. The existing landlord for this five-year lease showed the most cost-effective submission -- price. And we, therefore, submit it for approval.

ASSEMBLYWOMAN POU: I'm sorry. Would you repeat that again? It was not advertised?

MR. SUTKIN: It was advertised, and the existing landlord gave us the best price.

ASSEMBLYWOMAN POU: Okay.

Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: Mr. MacCalus, roll call.

It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4300.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item is No. 8 in the agenda, NPL 4456, for the Motor Vehicle Commission. It's a one-year lease for the facility at 55 Washington Street, in East Orange. We are presently finalizing the scope of work, and the long-term need will be advertised within 60 days. And we'll be pursuing a new 10-year lease, with two, five-year renewal options, in that area. So while that's ongoing, we're locking in one year at that facility. And we submit it for approval.

ASSEMBLYWOMAN POU: Is that your normal procedure, Mr. Sutkin, to try to enter into a one-year lease for locking? Or have we -- were we not in the position to--

MR. SUTKIN: Well, what happened here was, there was a demand letter. Sometimes, if it's a short duration, we'll exist on a month-to-month, which has its benefits and its pitfalls. You have the option and flexibility to move out, but they can also give you notice to quit.

In this situation, we did receive a demand letter from the landlord. And, therefore, we negotiated a one-year extension rather than remain on a month-to-month.

ASSEMBLYWOMAN POU: And we're-- We are expiring a 10-year lease currently that's in effect? Is that how -- we've been there for 10 years at this time?

MR. SUTKIN: We're going to be-- I don't know how--

R O B E R T L a B A T E: No, we've been there for about five years.

ASSEMBLYWOMAN POU: Five years.

MR. SUTKIN: And we're going to be advertising in the catchments area for competitive proposals for a new location, or the existing location has an opportunity to bid for a long-term lease. But since this agreement with this current landlord is not advertised or competitive, we limit ourselves to two years or less, because we don't want to lock the State in without a competitive process. So we lock the State in, now, for just one year, and then we go out with the full competitive advertisement.

ASSEMBLYWOMAN POU: Motion for approval. Or are there any other questions? I'm sorry.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus, roll call, please.

MR. MacCALUS: To approve NPL 4456.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: And Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is Item No. 9, NPL 4500, for the Department of Law and Public Safety's Division of State

Police office, in Camden. This is part of the Division of State Police, Camden Anti-Crime Partnership. And the terms for this two-year extension are the same, same cost and the same conditions in all other regards. And we submit it for approval.

ASSEMBLYWOMAN POU: Are there any questions? (no response)

Motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

MR. MacCALUS: To approve, as recommended, NPL 4500.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is Item No. 10, NPL 4513. It's a leasing action for the Department of Military and Veterans Affairs. We're taking the Department's Office -- the VSO -- Veterans Services Office -- and we're moving them from a month-to-month lease that they're in currently, in the Mount Holly area, into a building that we already lease that has existing space available. So they'll be in that space

with the Department of Labor. And this lease will-- It's coterminous with the existing lease. And we submit it for approval.

ASSEMBLYWOMAN POU: Are there any questions? (no response)

If not, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, amendment to NPL 4513.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: And Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 11, NPL 4543, for the Office of the Public Defender, Parental Representation Unit, in Cranbury, New Jersey. This leasing action is for a two-year interim lease for the Office of the Public Defender and the Parental Representation Unit. As you can see in your book, several sites were considered, and this was the most effective site. And we, therefore, submit it for approval.

ASSEMBLYWOMAN POU: Are there any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4543.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: Item No. 12 in the agenda is NPL No. 4548.

It's a lease for the Office of the Public Defender. It was an advertised procurement resulting in a new 10-year lease, on High Street, in Mount Holly. This was the most cost-effective lease submitted. And we, therefore, submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4548.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 13, NPL 4551, for the Motor Vehicle Commission. It's a Motor Vehicle Commission office in Sparta -- on Sparta Avenue, in Newton. And it's a 10-year lease as the result of an advertisement and competition. And we submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4551.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is Item No. 14, and it's a lease with the State and Middlesex County to provide space for the Department of Law and Public Safety's Division of State Police Hazardous Material Response Unit. This is a specialized facility where they conduct training for these functions. And we submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4552.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 15, NPL 4553. It is a lease for the Division of Youth and Family Services in Atlantic -- on Atlantic Avenue, in Mays Landing, for the local Atlantic County office. It's part of the DYFS reform plan. It was a 10-year -- it is a 10-year lease as a result of an advertisement and competition. And we submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4553.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The next item on the agenda is No. 16, NPL 4554. It is for two Department of Health Programs: the Health Care Oversight office and the Acute Care Facility Oversight office, as well as the Comprehensive Tobacco Control Program. It was the result of a full

advertisement and competition, which resulted in this most cost-effective lease proposal. And it's a 10-year lease, with two, five-year renewals. And I submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion, I'm sorry.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

SENATOR SWEENEY: Where am I at today?

MR. MacCALUS: To approve, as recommended, NPL 4554.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

MR. SUTKIN: The last item on the agenda is No. 17, NPL 4555, for the Department of Health, Division of Local Public Health. It is a 10-year lease, which was a result of full advertisement and competition. And we submit it for approval.

ASSEMBLYWOMAN POU: Any questions from the members? (no response)

Hearing none, motion for approval.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Roll call.

MR. MacCALUS: To approve, as recommended, NPL 4555.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: It has been approved.

ASSEMBLYWOMAN POU: Thank you very much, Mr. Sutkin.

At this time, I'm going to ask the members if there's any other business that they wish to bring to the Committee? (no response)

If not, I'm going to request a motion for adjournment.

SENATOR SWEENEY: Motion.

DEPUTY TREASURER SMARTT: Second.

ASSEMBLYWOMAN POU: It's been moved and seconded.

Mr. MacCalus.

MR. MacCALUS: Okay. On the motion to adjourn the meeting of May 19.

Chairwoman Pou.

ASSEMBLYWOMAN POU: Yes.

MR. MacCALUS: Senator Sweeney.

SENATOR SWEENEY: Yes.

MR. MacCALUS: Deputy Treasurer Smartt.

DEPUTY TREASURER SMARTT: Yes.

MR. MacCALUS: The meeting is adjourned.

ASSEMBLYWOMAN POU: Thank you very much, ladies and gentlemen.

MR. SUTKIN: Thank you.

ASSEMBLYWOMAN POU: Have a good day.

(MEETING CONCLUDED)