



## Fee For Space

Fee-for-space is a Buildings and General Services program that links State-owned property with our various departmental clients. Instead of agencies individually owning property and all of the management effort that goes with them, Fee-for Space offers them a tenant/landlord arrangement in which they have little or no building management obligation. It improves operating efficiency and reduces staffing redundancy and cost significantly.

### How is this paid for?

- Average square foot costs are developed for established building districts. Included in these costs are all operational and staff costs related to operation and maintenance of the buildings. Examples include: housekeeping, general maintenance, utility costs, snow plowing, and trash removal.
- In some cases, departmental funds are used to make modifications specific to the needs of the department.
- Move expenses are paid for by the department. BGS pays the contractors up front and these expenses are billed-back to the departments at the close of the project. An exception to this is when the move is mandated by some other authority. In select circumstances, the departments are held harmless for costs associated with forced moves.

### How are maintenance needs addressed?

- Any general maintenance need is addressed by submitting a work order through Maintenance Connection. BGS Operations & Maintenance monitors these requests daily and will address the need as quickly as possible.
- [https://www.maintenanceconnection.com/mcv18/online/mc\\_login.htm](https://www.maintenanceconnection.com/mcv18/online/mc_login.htm)

### How are space related health concerns addressed?

- A Building Related Issue Notification (BRIN) request is submitted and the BGS Health Safety Officer immediately follows up and determines a course of action. BGS takes health safety for staff and the public at-large very seriously. Appropriate action is taken at whatever the risk level dictates.
- BRIN forms can be found here: <http://bgs.vermont.gov/property-management/safe-buildings>

John Hebert, Director  
(802) 828-5643  
[john.hebert@vermont.gov](mailto:john.hebert@vermont.gov)