

ADMINISTRATIVE CODE OF 1929 - REPORT OF STATE FACILITIES OWNED  
OR LEASED

Act of Nov. 25, 2020, P.L. 1299, No. 137  
Session of 2020  
No. 2020-137

Cl. 71

SB 1241

AN ACT

Amending the act of April 9, 1929 (P.L.177, No.175), entitled "An act providing for and reorganizing the conduct of the executive and administrative work of the Commonwealth by the Executive Department thereof and the administrative departments, boards, commissions, and officers thereof, including the boards of trustees of State Normal Schools, or Teachers Colleges; abolishing, creating, reorganizing or authorizing the reorganization of certain administrative departments, boards, and commissions; defining the powers and duties of the Governor and other executive and administrative officers, and of the several administrative departments, boards, commissions, and officers; fixing the salaries of the Governor, Lieutenant Governor, and certain other executive and administrative officers; providing for the appointment of certain administrative officers, and of all deputies and other assistants and employes in certain departments, boards, and commissions; and prescribing the manner in which the number and compensation of the deputies and all other assistants and employes of certain departments, boards and commissions shall be determined," in powers and duties of the Department of General Services and its departmental administrative and advisory boards and commissions, providing for report of State facilities owned or leased.

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

Section 1. The act of April 9, 1929 (P.L.177, No.175), known as The Administrative Code of 1929, is amended by adding a section to read:

**Section 2402.4. Report of State Facilities Owned or Leased.--(a) The Department of General Services shall conduct an annual survey of State facility usage.**

**(b) Each executive agency, independent agency and State-affiliated entity shall report to the Department of General Services each State facility which is under its control or which it uses.**

**(c) The report under subsection (b) shall include, at a minimum, the following information:**

- (1) Whether the State facility is State owned or leased.**
- (2) Whether the State facility is occupied or vacant.**
- (3) The size of the State facility as measured in square feet.**
- (4) The total expenditures for utilities per State facility for the preceding 12 months.**
- (5) The amount of rent paid for the preceding 12 months for any State facility that is leased.**
- (6) The purpose of the State facility.**
- (7) How to reduce costs associated with the State facility.**

(d) Survey information under subsection (c) shall be reported no later than June 30 of each year.

(e) On or before July 31 of each year, the Department of General Services shall compile and report the survey information obtained under subsection (c) to the chairperson and minority chairperson of the State Government Committee of the Senate and the chairperson and minority chairperson of the State Government Committee of the House of Representatives.

(f) As used in this section, the following words and phrases shall have the meanings given to them in this subsection:

"Executive agency" means an executive agency as defined in 62 Pa.C.S. § 103 (relating to definitions).

"Independent agency" means an independent agency as defined in 62 Pa.C.S. § 103.

"State-affiliated entity" means a State-affiliated entity as defined in 62 Pa.C.S. § 103.

"State facility" means a habitable structure or space under the control of or used by an executive agency, independent agency or State-affiliated entity.

Section 2. This act shall take effect in one year.

APPROVED--The 25th day of November, A.D. 2020.

TOM WOLF