

Washington State Department of General Administration Budget Fact Sheet

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What General Administration does:

- Oversees goods and services contracts worth more than \$400 million annually (about 12 percent of statewide purchases) and provides solutions in supply chain management.
- Offers thousands of diverse vendors and contractors access to open and competitive business opportunities through more than 400 state contracts.
- Manages public design and construction projects throughout the state.
- Provides real estate and space planning services for office and warehouse space for state agencies throughout the state.
- Manages the Emergency Food Assistance Program, which distributes federal commodities to food banks and other charitable organizations throughout Washington.
- Manages the state's central motor pool of 1,800 passenger vehicles.
- Manages state agency mail.
- Welcomes more than 300,000 visitors each year to the historic buildings and grounds of the Capitol campus.
- Maintains the 285 acres of the Capitol grounds and several dozen office buildings in Olympia. This includes daily cleaning of 2.1 million square feet of space.
- Manages Capitol Lake and four state-owned community parks in Thurston County.
- Manages recycling and re-use programs on behalf of government that annually keep more than 600,000 pounds of materials out of landfills.

2007-09 Operating Budget	\$ 166.1 million
2009-11 Maintenance Level	\$ 181.9 million
2009-11 Operating Budget	\$ 194.5 million

Reductions and actions we are taking:

- Reducing custodial services in 24 buildings on the Capitol campus.
- Closing the Visitor Information Center at the entrance to the Capitol campus.
- Reducing plantings on the Capitol campus grounds. This includes 11,400 fewer bulbs.
- Reducing grounds maintenance.

- Reducing re-use and sales of surplus equipment from state agencies because of continued restrictions on new purchases. Agencies continue to use old equipment longer.
- Reducing management of public works projects because of cuts in capital budget projects. (Legislature approved 10 of 24 requests.)

Programs and services we will continue to deliver:

- Contracting for various goods and services on behalf of state agencies, local governments and higher education.
- Leasing on behalf of state agencies.
- Managing public works projects on a reduced scale.
- Running state motor pool and mail operations.
- Maintaining some tours of Capitol grounds.
- Maintaining grounds of Capitol campus, with some service reductions.
- Managing surplus and recycling services, with reductions.
- Managing Capitol Lake and local state-owned community parks.
- Managing the Emergency Food Assistance Program.

For more information, visit <http://www.ga.wa.gov/Director/GA-report.html> or contact:
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