



**Supplemental Report of the 2007 Budget Act  
Item 1760-001-0666 – Department of General Services**

**PROGRESS REPORT ON THE  
DEVELOPMENT AND IMPLEMENTATION  
OF SECURITY STANDARDS  
FOR STATE BUILDINGS**

**February 2008**

**PREPARED BY:  
Real Estate Services Division  
Asset Management Branch and Building and Property Management Branch  
In partnership with the California Highway Patrol, Field Support Section**

## OVERVIEW

This report provides information on the status of the Department of General Services' management of the security of State buildings, and is in response to the Supplemental Report of the 2007 Budget Act, which is as follows:

*No later than March 1, 2008, the Department of General Services (DGS), in consultation with the California Highway Patrol (CHP), shall provide to the chair of the Joint Legislative Budget Committee and the chairs of the fiscal committees of each house of the Legislature, a progress report containing the status of the following items: (a) a plan to assist building owners and managers to assess the security requirements of State buildings utilizing assessment methodologies based on CHP's Safety Services Program and selected site vulnerability assessments; (b) a prioritization of buildings based on an analysis of vulnerability variables including building location, risk, and use; and (c) a program plan for the implementation of building security programs through building owners, managers, and tenants. The DGS shall also coordinate these activities with other interested parties, including the Legislature, Department of Finance, and the Legislative Analyst's Office.*

This report outlines the recommended assessment methodology for building security requirements, types and levels of security assessments, the prioritization of DGS-owned State buildings, and a plan for implementing building security programs.

## BACKGROUND

During both the 2006 and 2007 Legislative Budget Hearings, security of State buildings was a topic of discussion resulting from budget change proposals submitted by DGS to fund increases in costs for security guard services in DGS-owned buildings. Currently, the State does not have a standard security requirement for its buildings. Security augmentations have occurred on a sporadic basis and are a result of particular incidents specific to a particular building or State tenant.

As a result of the 2006 Budget Act Reporting Requirement, DGS was required to collect expenditure data on building security. This report, submitted in March 2007, outlines responses for 57 buildings operated by twelve State agencies. Information obtained included a summary by fiscal year, totals for annual security facility expenditures, unarmed security guard contract expenditures, and Budget Change Proposal augmentations requested.

For the 2007-08 Fiscal Year, in response to receiving additional expenditure authority to meet increased building security costs related to an increase in CHP's master services agreement for unarmed security guards, this supplemental report was added to the 2007 Budget Act.

Standardizing the level of security in State buildings is difficult given the various locations and occupancy of the buildings. Implementation measures would differ for each building based on the analysis of potential threats. For example, in the downtown Sacramento area, State office buildings such as Employment Development Department would not be expected to have the same level of security as the State Capitol. In field locations this also would be the case. As an example, the results of an assessment analysis would differ significantly between Department of Motor Vehicles locations in different crime rate areas.

## **ACCOMPLISHMENTS TO DATE**

### **Security assessment and methodologies**

DGS and CHP met on various occasions during the summer and fall of 2007 to discuss assessing the security requirements of State buildings utilizing methods based on CHP's Safety Services Program and selected site vulnerability assessments.

As a result of these discussions, DGS and CHP established two types of security assessments, described below:

#### **1. Site Vulnerability Assessments (SVA's)**

Site Vulnerability Assessments are building studies performed to reduce the risk of losing the operational capability of critical sites in case of damage resulting from all threats and hazards. SVA's are conducted by CHP teams trained by the National Guard, which has adopted the Homeland Defense Enhanced Comprehensive Assessment Model (HLD-ECAM).

SVA's are classified for State building assessments as either Level 1 or Level 2. The criteria for classifying a building assessment is contingent upon the threat level of the area (i.e. demographics and crime rates, geography, terrorist threats, etc.). The levels assumed for each building based on those criteria could change once the CHP begins the assessment.

- (a) SVA Level 1 is a comprehensive, full spectrum analysis of the risks to high profile structures and critical targets, such as the State Capitol or the Ronald Reagan State Office Building. This comprehensive assessment includes a detailed threat analysis, criticality analysis, vulnerability assessment, structural analysis, infrastructure analysis, physical vulnerability assessment, cyber vulnerability assessment and incident response critique. At this level, the assessment is conducted by Division Level 1 CHP Assessment Team. Currently, CHP has 80 trained officers to conduct Level 1 assessments.
- (b) SVA Level 2 is a basic assessment of a lower profile office building and typical field office location such as a local DMV office. This level is focused on a review of the hardening of external and internal infrastructures. This level of assessment is conducted by CHP area personnel. Division Level CHP team members can also conduct Level 2 assessments.

#### **2. Self Assessment by Building Owners and Managers**

This level of assessment is recommended for locations that do not require SVA's. The CHP Security Recommendations Publication (HPH 100.5) is available to all State agencies to conduct self assessments for evaluating and upgrading security measures. The objective of this publication is to encourage State agency crime prevention coordinators and designees to review security measures at their facilities and make necessary changes to enhance security for State property and employees. CHP also has a pamphlet available to State agencies that outlines a guide to security protocols and a security quick check (reference CHP 1012 pamphlet).

### **Prioritization of State buildings**

From the Statewide Property Inventory, DGS identified 1,168 State-owned facilities in California that were defined as either a field or general office (versus institutions, hospitals, prisons, labs, State universities, etc.). Based on the large number of buildings and wide range of functions, DGS and CHP agreed to focus, at least initially, on larger, general office buildings rather than smaller field offices.

As DGS-owned buildings are occupied by various State agencies performing a variety of government services, DGS requested CHP to review the list of DGS-owned buildings and consider the location and tenants of each building. Of particular importance were any office buildings where any Constitutional Officials occupied space. DGS also identified locations where adjudicated proceedings were held. The CHP reviewed the list and categorized them as SVA Level 1 or 2. The list is attached to this report.

### **Program plan for the implementation of building security programs**

As stated above, DGS and CHP have focused initial assessment efforts on DGS-owned buildings. The CHP developed a tentative schedule for conducting SVA's for Level 1 DGS-owned buildings. Assessments began in October 2007 with the Ronald Reagan State Office Building and will continue through January 2010. DGS will continue to work with the CHP to incorporate the rest of the DGS-owned buildings not currently on the schedule. As DGS is a reimbursement agency and the CHP does not have dedicated funding for such a large effort, the two departments will explore options to pay for the required services.

The attachment that reflects the Level 1 and Level 2 DGS-owned buildings and schedule also shows those DGS-owned buildings where SVA Level 1 assessments have been completed in prior years. Buildings such as the State Capitol, Elihu Harris State Building, and the Senator William P. Campbell Building (OES) have implemented various security measures based on SVA's. As SVA's are conducted for DGS-owned buildings and vulnerabilities are identified, DGS will review and develop risk mitigation plans which may result in future funding requirements.

### **Next steps in the implementation of a building security program**

In order to conduct SVA Level 1 and Level 2 assessments for all State-owned buildings, CHP would require additional resources. As stated previously, CHP currently has 80 trained officers to conduct Level 1 SVA's and limited area personnel to conduct Level 2 SVA's. It takes approximately one month for a team of five to seven personnel to conduct a Level 1 SVA and two weeks to one month with one to three area personnel members to conduct a Level 2 SVA.

DGS and CHP are developing a communications plan to notify all State building owners and managers about the program and to help them conduct self-assessments of their facilities using either the CHP Security Recommendations Publication (HPH 100.5) or the Guide to Security Protocols pamphlet. This plan will be completed by June 2008. Additionally, CHP is exploring extending security assessment services to other State agencies through reimbursable services contracts.

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<b>Building Name</b>	<b>Location</b>	<b>SVA Level</b>	<b>Date of Assessment</b>	<b>CHP Area</b>
Elihu Harris State Building	1515 Clay Street, Oakland	1	Completed prior to 2007	Bay
Hugh Burns State Building	2550 Mariposa Street, Fresno	1	Completed prior to 2007	Central
State Capitol	State Capitol	1	Completed prior to 2007	Sacramento
Senator William P. Campbell (OES)*	3650 Schriever Avenue, Mather	1	Completed prior to 2007	Sacramento
Board of Equalization	450 N Street, Sacramento	1	Completed prior to 2007	Sacramento
Ronald Reagan	300 S. Spring Street, Los Angeles	1	Completed October 22-26, 2007	Los Angeles
Civic Center	350 McAllister Avenue, San Francisco	1	Completed January 7-11, 2008	Bay
Junipero Serra Building	320 West 4th Street, Los Angeles	1	March 3-7, 2008	Los Angeles
CalEPA Building	1001 I Street, Sacramento	1	May 12-16, 2008	Sacramento
Franchise Tax Board	9645 Butterfield Way, Sacramento	1	July 14-18, 2008	Sacramento
4th District Court of Appeal	3389 – 12th Street, Riverside	1	September 15-19, 2008	Southern
Stockton State Building	31 East Channel Street, Stockton	1	November 3-6, 2008	Central
Secretary of State	1500 11th Street, Sacramento	1	January 5-8, 2009	Sacramento
Department of Justice Office	1300 I Street, Sacramento	1	March 2-5, 2009	Sacramento
San Diego State Building	1350 Front Street, San Diego	1	May 4-7, 2009	Southern
Judge Joseph Rattigan Building	50 D Street, Santa Rosa	1	July 6-9, 2009	Bay
Alfred E. Alquist Building	100 Paseo De San Antonio, San Jose	1	September 7-10, 2009	Bay
Jesse Unruh Building	915 Capitol Mall, Sacramento	1	November 2-5, 2009	Sacramento
Department of Technology Services	3101 Gold Camp Drive, Rancho Cordova	1	December 7-10, 2009	Sacramento

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<b>Building Name</b>	<b>Location</b>	<b>SVA Level</b>	<b>Date of Assessment</b>	<b>CHP Area</b>
California Towers	3737 Main Street, Riverside	1	January 18-21, 2010	Southern
Governor Edmund G. (Pat) Brown Building	505 Van Ness Avenue, San Francisco	2	TBD	Bay
Water Resources Building	3374 East Shields Avenue, Fresno	2	TBD	Central
Van Nuys State Building	6150 Van Nuys Blvd., Sacramento	2	TBD	Los Angeles
Red Bluff State Building	2440 Main Street, Red Bluff	2	TBD	Northern
Redding State Building	2135 Civic Center Drive, Redding	2	TBD	Northern
Library & Courts II	900 N Street, Sacramento	2	TBD	Sacramento
Library & Courts	914 Capitol Mall, Sacramento	2	TBD	Sacramento
State Records Center Warehouse	1501 Cebrian Street, West Sacramento	2	TBD	Sacramento
Legislative Garage –Lot 50	1517 11th Street, Sacramento	2	TBD	Sacramento
Bateson Building	1600 Ninth Street, Sacramento	2	TBD	Sacramento
EDD	800 Capitol Mall, Sacramento	2	TBD	Sacramento
East End Complex-Block 225	1430 N Street, Sacramento	2	TBD	Sacramento
Agriculture Building	1220 N Street, Sacramento	2	TBD	Sacramento
Blue Anchor Building	1400 Tenth Street, Sacramento	2	TBD	Sacramento
Office of Buildings & Grounds	1304 O Street, Sacramento	2	TBD	Sacramento
Employment Development	751 N Street, Sacramento	2	TBD	Sacramento
Water Resources Control Board	901 P Street, Sacramento	2	TBD	Sacramento
Office Building #8	714 P Street, Sacramento	2	TBD	Sacramento
Energy Commission Building	1516 Ninth Street, Sacramento	2	TBD	Sacramento

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Resources Building	1416 Ninth Street, Sacramento	2	TBD	Sacramento
DOJ Building	4949 Broadway, Sacramento	2	TBD	Sacramento
Personnel Building	801 Capitol Mall, Sacramento	2	TBD	Sacramento
Caltrans District 11	4050 Taylor Street, San Diego	2	TBD	Southern
Mission Valley State Building	7575 Metropolitan Drive, San Diego	2	TBD	Southern
East End Building 171	1501 Capitol Avenue, Sacramento	2	TBD	Sacramento
East End Building 172	1500 Capitol Avenue, Sacramento	2	TBD	Sacramento
East End Building 173	1615 Capitol Avenue, Sacramento	2	TBD	Sacramento
East End Building 174	1616 Capitol Avenue, Sacramento	2	TBD	Sacramento
Santa Ana State Building	28 Civic Center Plaza, Santa Ana	2	TBD	Southern