



STATE OF CALIFORNIA
Franchise Tax Board

08.10.2022

To: Selvi Stanislaus
From: Michael A. Banuelos

Subject: Board Approval for Facilities Action Item

Memorandum

This memorandum provides information for your notification to the Board pursuant to the Board's resolution requiring approval for Facility Action Items. The Facilities Management Section is seeking approval to proceed with the following Department of General Services (DGS) Customer Requests Upgraded Information Sharing Environment (CRUISE) requests.

Santa Ana Field Office – New Space

The Santa Ana Field Office's current leases (#2945-001 & #2945-002) will expire on June 30, 2023. The office houses Audit Division staff in one suite and Accounts Receivable Management (ARM) Division staff in the other, each located on separate floors. Facilities is requesting to submit a CRUISE request to work with the DGS to explore options to move both units within the Santa Ana area, relocate staff and perform any necessary tenant improvements.

If possible, the ARM Division would like to explore feasibility and potential benefits of other locations and co-locating with other similar State Agencies. If adequate space is not available, they would renew their current lease space with necessary tenant improvements.

If you have any questions regarding any of the above items, please contact me at 916-845-6110.

Michael A. Banuelos
Director, Procurement Bureau