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September 10, 2021

### VIA EMAIL

Ashlie Lancaster, Division Director  
South Carolina Department of Administration  
Division of Facilities Management and Real Estate  
1200 Senate Street, Sixth Floor  
Columbia, SC 29201  
[Ashlie.lancaster@admin.sc.gov](mailto:Ashlie.lancaster@admin.sc.gov)

RE: Savings from Facility Management efforts

Dear Director Lancaster:

The House Legislative Oversight Committee's Law Enforcement and Criminal Justice Subcommittee is currently performing an oversight study of the S.C. Department of Probation, Parole, and Pardon Services (PPP). The purpose of legislative oversight is to determine if agency laws and programs are being implemented and carried out in accordance with the intent of the General Assembly and whether they should be continued, curtailed, or even eliminated. Any House Member may file legislation to implement the Committee's recommendations.

The purpose of this letter is to seek input from your office about savings earned from Facility Management efforts.

Director Lancaster

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***Facility Management***

1. Please itemize the costs and net savings from changing the location of the Department of Probation, Parole, and Pardon Services central office.
2. Please itemize the costs and net savings from changing the location of any other agency offices in the last three years which is directly attributable to Department of Administration's Facility Management efforts and plans.

If your office would like to provide input, please do so before Monday, September 27, 2021. Additionally, the subcommittee welcomes any other input or feedback your office would like to provide.

Thank you and your team for your service to the citizens of South Carolina.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Wooten", is placed over a light blue grid background.

Chris Wooten  
Subcommittee Chair

cc: The Honorable Wm. Weston J. Newton  
Law Enforcement and Criminal Justice Subcommittee