



*Office of Engineering and  
Construction Management*

# UTILIZATION AND SPACE MANAGEMENT

**Prepared for:**

FIMS/RE Workshop

**Office of Engineering and Construction Management**

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## Facilities Planner and Real Property Manager for DOD and OSD

- Worked at activity level (site level),  
Engineering field level (Program Management  
level) and Headquarters level

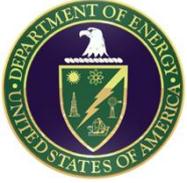


- Before Beginning, Plan Carefully.

Marcus T. Cicero, 106-43 BC, Great Roman Orator and  
Politician

- Prediction is difficult, especially about the  
future...

Yogi Berra



- Utilization and its existing drivers
- Current DOE status
- Utilization and its emerging drivers
- Challenge of achieving next level
- Best Practices
- Final Thoughts
- Question



- What is Utilization?
  - FIMS User Guide says...
    - ...“That portion of an asset that is in use.”
    - ...“Utilization is NOT a reflection of space assignment but rather a measure of how “full” the space is.”



- What are the primary Drivers for capturing Utilization :
  1. 41 CFR 102-79
  2. RPAM
  3. GAO High Risk List
  4. Executive Order 13514
  5. Presidential Memorandum
  6. Just good management



- 41 CFR 102-79
  - Code of Federal Regulations
  - 102 Federal Management Regulations
  - Guidance on assignment and utilization of space
- “ Agency must promote maximum utilization of Federal workspace, consistent with mission requirements, to maximize its value to the Government.”



- RPAM (DOE Order 430.1B)
  - “Except for environmental closure sites, site/field managers must annually report to responsible LPSOs/CSOs/PSOs any real property identified as not utilized through utilization surveys.”
  - RPAM requires Annual Utilization Surveys to comply with CFR
  - Good planning and management



- GAO High Risk List (2002)
  - GAO has made a determination that all federal agencies (30) are at risk of having real property assets either excess or “not fully utilized”
  - Suggestions of additional scrutiny by GAO
  - DOE identified as “high risk” due to excess space
  - Perception that DOE has too much excess space

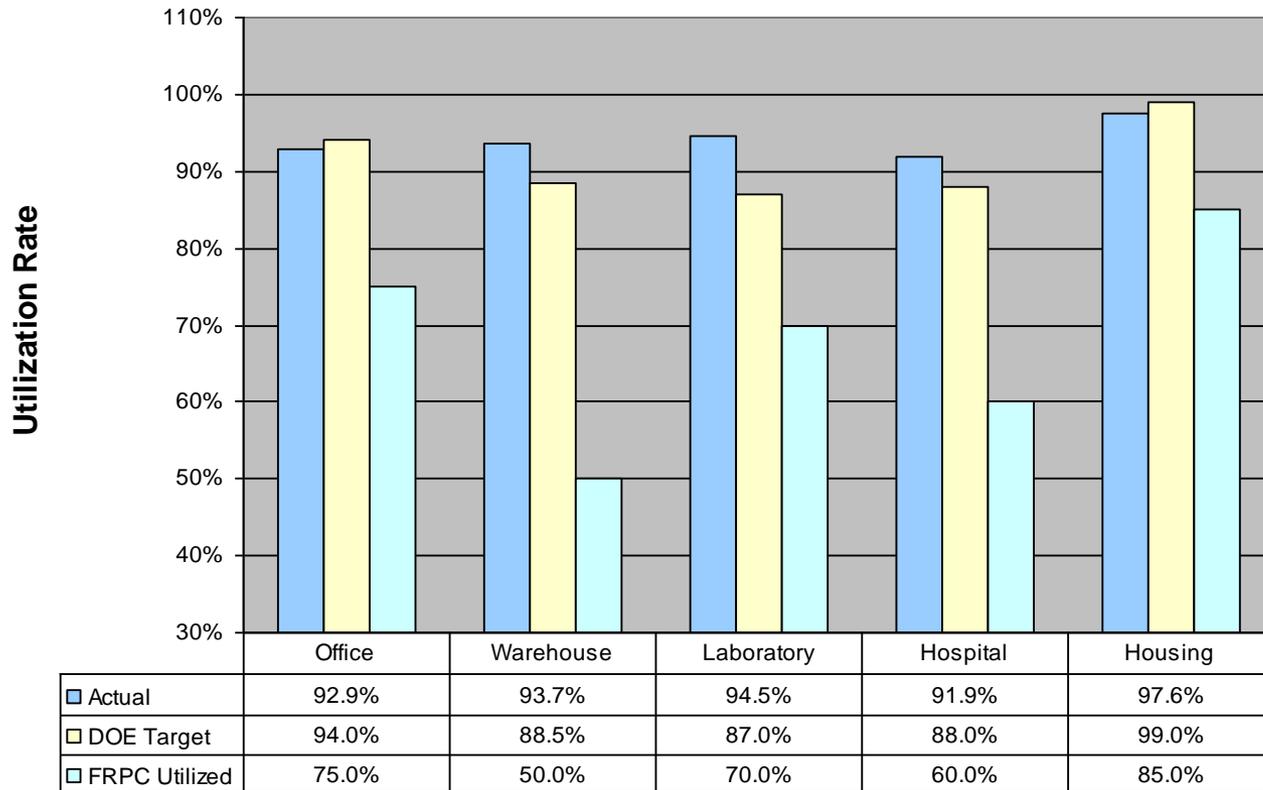


- Five key space utilization categories reported to FRPC show:
  - In comparison to other federal agencies, DOE excels in proposed internal DOE targets
  - In comparison to our internal DOE targets, we exceed or are within 1.5 percent
  - However, our current measures of utilization is not a measure of space management



# DOE Overall FY2009 REPORTED TO FRPC

## Utilization





- Drivers now being addressed
  - Executive Order 13514
  - Presidential Memo dated June 10, 2010



- Executive Order 13514; *Federal Leadership in Environmental, Energy, and Economic Performance*, signed October 5, 2009
  - DOE has established a 28 percent reduction in Greenhouse Gases (Scope 1 and 2) by 2020
  - 35 Percent of direct energy tracked in US goes to building envelope, responsible for 48 percent of GHG
  - Requires DOE develop a strategic plan to meet additional requirements by 2020



- Presidential Memo; *Disposing of Unneeded Federal Real Estate*; dated June 10, 2010
  - “Agencies shall...take immediate steps to make better use of ... real property assets as measured by utilization and occupancy rates, annual operating cost, energy efficiency, and sustainability.”
  - “...; pursuing consolidation opportunities within and across agencies in common asset types (such as data centers, office space, warehouses, and laboratories); increasing occupancy rates in current facilities through innovative approaches to space management and alternative workplace arrangements, such as telework; and identifying offsetting reductions in inventory when new space is acquired.



- Where do these new requirements (drivers) lead us?
  - Although our utilization rates look good, we need to better define what “efficient” utilization means
  - With the current economic climate and increased direction to do more with less, expect greater emphasis and scrutiny of “efficient” use of facilities in the future



- Best Practices for Improving Utilization
  - Space Management
    - Correct Space Usage
    - Use of GIS/CAD
    - Space standards (DOE, Others)
  - Consolidation
    - Current emphasis on data centers
  - Disposition
  - Space Sharing



- Community Reuse
  - Tied with Disposition but new initiatives being considered
- Multi Program Asset
  - Programs/agencies developing projects in a partnership that are beneficial to all
- System Furniture/Flexible Floor Planning
- Electronic Storage
  - Versus file cabinets
- Telecommuting
  - Being investigated



- Current utilization data element may not tell us what we need to know
- Renewed emphasis on better space management which will require our continued review of utilization
- Reduction in GHG and energy is going to require a review of our “utilization” to ensure efficient use of our facilities from an energy perspective



# UTILIZATION Final Thoughts

- Important to report correctly and accurately
- Utilization data element provides us a way to see how we are using our facilities, but is it telling us what we need to know?
- Utilization data element will provide a major informational data point for future funding and planning



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# UTILIZATION Final Thoughts

## QUESTION FOR YOU:

IS NOW THE TIME FOR DOE TO CONSIDER  
SPECIFIC REQUIREMENT FOR SPACE  
ALLOCATION?