

INTRODUCING

WORK PLACE+

Connecting People, Space, and Technologies to Evolve the Federal Workplace





WORK PLACE+



Department of Homeland Security, Chief Administrative Offices: Thanks to more teleworking, a reduction of rented space with subleasing, and the adoption of desk sharing, this GSA client reduced its real estate footprint from 270 usable square feet per person (USF/pp) to 106 USF/pp, resulting in a \$900,000 annual rent savings with a 1.5 year payback. An additional perk: carbon savings of 559 lbs. of CO₂ per person per year.



General Services Administration, Headquarters Office: GSA is test-driving its own solutions, using part of its now under renovation headquarters office in Washington, D.C., as a laboratory of office designs that federal agencies can view as prototypes for their own usage.

Look around many of today's federal work spaces and you'll see remnants from the office of yesterday – a place where paper was processed and stored and daily tasks were completed in regimented and predictable ways. Today, putting a workforce into a workplace that is sedentary and paper-based no longer supports the way people communicate and work.

GSA developed WorkPlace+ so federal agencies can improve utilization of their current space and find solutions to both reduce their real estate footprint and increase their workplace efficiencies. Workforce mobility starts with people, so you need to focus on how people work, not necessarily what their job is, and provide choices.

The end result? WorkPlace+ can save you money to invest more in what matters most – your agency's mission.

How Can WorkPlace+ Help You?

WorkPlace+ strategically delivers space, people and technology solutions customized to the differing workplace needs of federal agencies. We provide resources and expertise to reduce real estate costs and increase efficiencies through an integrated approach that brings in expertise from all areas of GSA.

Why Does Working With GSA Make Sense Now?

Billions are spent annually by the federal government on office costs and leases, representing a singular opportunity to save taxpayer dollars and help agencies meet mandates to decrease expenses. A reduced real estate footprint is an optimal way to produce lease and other operational savings including reduced energy costs for heating, cooling, lighting and electricity. GSA research shows savings can be significant:

- A July 2011 Workspace Utilization and Allocation Benchmark study found that on average the federal government spends \$10,000 to \$15,000 annually per person in facility costs – and that eliminating 100 workspaces can save an organization over \$1 million per year.
- Office utilization rates average only 30 to 45 percent, as shown by GSA-sponsored research. Agencies that leverage underutilized workstations and offices to increase workplace utilization also reduce real estate waste and create more efficient office environments.
- A March 2012 workplace standard study found that implementing a mobility program saves approximately 18 percent in the space required for each employee – or around \$1,800 per employee, annually. Significantly greater reductions in space are possible while still providing productive workplaces.
- GSA research also shows an average spend of \$1,455 per employee, per year, to equip federal offices with the communications infrastructure that makes mobility possible, allowing for reductions in office space as well as adaptation to other uses.

IT Solutions That Accomplish More With Less

Add convenience and efficiency, so you can accomplish more with less federal real estate. Turn to WorkPlace+ to help you at every stage of the technology acquisition process. We can arrange for contracts with knowledgeable suppliers and expertise on the best solutions to make your office mobile, including:

- **Infrastructure** such as wireless LAN, Virtual Private Networks, Voice over Internet Protocol, and Cloud computing that provide the foundation that allows mobile devices and applications to work.
- **Devices** such as universal laptops, smart phones, tablets and Internet Protocol desk phones that foster worker mobility.
- **Online applications** such as webinars, video conferencing, hoteling, and other software that allow for worker collaboration, virtual meetings, and work regardless of location.





New Space Designs Increase Utilization Rates

Increase flexibility and usage rates for today's changing workforce, with furniture and interior space designs suited to the way your workforce works today. WorkPlace+ specialists can help you:

- Identify work patterns in your agency that aid in how to adapt space to future workforce needs, and to fit your workplace to the work.
- Discover a variety of "what if" scenarios that compare space requirements for a set number of workers in traditional office space settings (versus open office space) and see what types of workers are good candidates for mobile/telework adoption.
- Examine flexible designs and easily re-configurable work stations to foster collaborative work experiences.
- Assess the correct mix of individual and collaborative spaces to support efficient employee work as well as both informal and formal interactions.
- Learn about design usage of more sustainable materials and environment-friendly operational policies that help create a more sustainable world.

Change Is Hard. Invest in Making It Easier

A rich diversity of people deserve a rich variety of space, and freeing people to work where they want and how they want helps you both attract and retain talent. Yet as agencies strive to utilize space more efficiently, new space configurations

often require behavior adjustments. GSA can help with change management, including adoption of policies that address and maintain a people-based organizational culture. WorkPlace+ can help agencies:

- Use new technology tools to communicate and partner with teams that are spread out geographically.
- Work with people in your organization to make the difficult task of change easier, including using peer-level resources.
- Adopt new management policies, processes and protocols to optimize new work patterns.
- Understand what types of training are required for those who telework.
- Adopt a formal change management process that involves all necessary parties in the transformation process.

Contact the GSA WorkPlace+ Team to Learn More

Interested in space, technology, and people mobility options that can decrease your office footprint and utilize space more efficiently? Want to see how new technologies and space configurations can increase your organizational productivity and savings? We're here to help you succeed!

Contact GSA's WorkPlace+ Team Leaders Today:

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