



**United States Department of Agriculture**  
**Natural Resources Conservation Service**

## **Space Optimization Efforts**



## **SPACE OPTIMIZATION TEAMS**

**NHQ and Centers Workgroup**  
**States Workgroup**

## NRCS Space Optimization Teams



What are the goal of these teams?

The Space Optimization for **NHQ and Centers Workgroup**: Develop a plan to ensure efficient and proper utilization of the agency's "above State" real estate portfolio.

The Space Optimization for **States Workgroup**: Developing a plan for NRCS state, area and field offices by July 30, 2014 to right size space to reduce costs while maintaining service to our customers.

### Why?

- ☐ Reduce our Real Estate Footprint ("Freeze the Footprint")
- ☐ Utilize space effectively
- ☐ Improve customer service
- ☐ Support Cultural Transformation

Research is showing that employees only spend 35% of their time at their desks



## A New Vision



- Support formal and informal **INTERACTIONS** and **COLLABORATION**
- Enhance the transfer and exchange of **KNOWLEDGE** in the workplace.
- Increase and enhance **EMPLOYEE MORALE**.
- Improve **HEALTH** and **WELLNESS** of all employees.
- Create a workspace that emphasizes **EFFICIENCY** and **PRODUCTIVITY**.
- Reduce **ENERGY** costs.

## NHQ and Centers Workgroup



### Fort Collins Information Technology Center

- Consolidation to one (1) floor from three (3) floors
- A net 20 – 25% reduction (27,733 to 21,900 UR 150) in total occupied space.
- Potential cost savings would be \$1,485,220 over ten years lease term.

### Fort Worth Federal Center Facility

- Selected as FY14/15 USDA wide Space Utilization Management National Engagement Site by the Department and GSA to be a model for space utilization in USDA
- Potential net 20 – 25% reduction in total occupied space

### South Building

- Each move and remodel project designed to create a 25% reduction in total occupied space

### Lincoln, Nebraska Center

- Under consideration for a future space project

5

## Field (State-Area-Field) Space Team



Who is on this team?

**Champion:** Thomas Christensen

**Sponsor:** Gayle Barry

**Team Lead:** Karen Woodrich (STC, KY)

**Members:** Carrie Mosely (STC, NJ), Jimmy Bramblett (STC, WI), Cassie Storms (SAO, AK), Rosabeth Garcia-Sais (SAO, NM), Drenda Williams (ASTC-O, TX), Roy Vick (SSD), Rich Dueterhaus (NACD)

**Technical Advisors:** Anjunette Lyles (RPLO, Acquisitions NHQ) & Keron White (Assets Mgmt Division, NHQ)



**Key Stakeholders:** NRCS Employees, Partners, Farmers, Ranchers & Other Customers; USDA; GSA; OMB

## Field (State-Area-Field) Space Team



**GOAL:** Increase office space efficiency and job satisfaction while enhancing our delivery system to best service our customers and improve agency performance as well as reduce costs.

**Objective 1:** Increase office space efficiency and job satisfaction.

**Objective 2:** Enhance our national, state, local delivery system.

**Objective 3:** Improve acquisition and leasing performance.

## Field (State-Area-Field) Space Team



What have we done to date?

Team met at NHQ in June to identify:

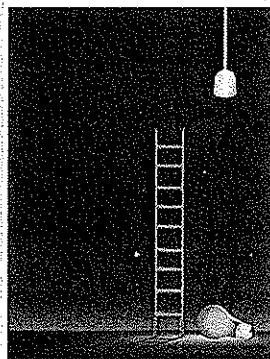
- \*space barriers
- \*business requirements (needs vs. wants)
- \*customer requirements
- \*data needed (baseline data)

Toured the Yates Building (USFS)


Researched the use of modern office space practices

- \*open ideas (work flow)
- \*hoteling (cultural transformation)
- \*technology (mondo-pads & soft phones)
- \*white noise (open spaces)

Weekly conference calls to draft and finalize plan for Tom C and Chiefs review by end of July.




## Field (State-Area-Field) Space Team




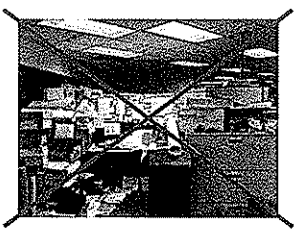
### What's next?

- Finalize plan
- Communications Plan
- Develop Examples
- Input/Feedback
- Pilot Modern Office Layouts
- Policy / Guidelines




## Financial Incentives

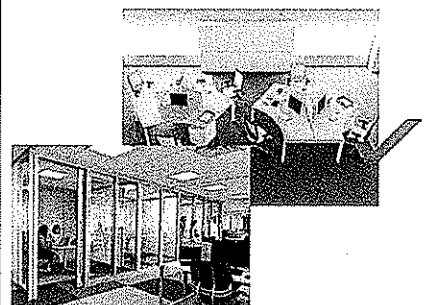




**Space Optimization**

=





Space Optimization  
efforts generate **COST**  
**\$AVING\$** and to deliver  
**MORE** conservation

## Financial Incentives



- A plan is being drafted that would provide incentives to States to reduce their rent costs
- The incentive plan will encourage States to reduce rents by returning some portion of the savings to the State as direct funding for field-level technical assistance.
- Incentives will reward States for space optimization.