

space utilization study &  
**IMPLEMENTATION PLAN**



## **A SPACE UTILIZATION STUDY**

provides evidence demonstrating not only how current space is being used, but what we might do to improve it

## COMPLETED

### Baseline Audit

How much space does the State have?

What kind of space does the State have?

## NEAR COMPLETION

### Interviews & Observations

How do the State's agencies work?

How will their space needs evolve?

## IN PLANNING

### Space Utilization

How is the space being used?

target completion  
June 22, 2018

target start  
July 9, 2018

Salt Lake  
Community  
College



Utah  
Department  
of Commerce



SNOW  
COLLEGE



UTAH DEPARTMENT OF  
HEALTH



UTAH DEPARTMENT OF  
ENVIRONMENTAL  
QUALITY



UTAH DEPARTMENT  
OF CORRECTIONS

Public Service  
Commission

utah department of  
human  
services



DEPARTMENT OF  
**WORKFORCE  
SERVICES**



Utah  
State  
Tax  
Commission



OGDEN-WEBER  
TECH COLLEGE

dixie technical college



Utah Division of Facilities  
Construction and Management

Agencies have been highly engaged  
in the process and forthcoming with  
information



Utah Department of  
Technology Services



**6,973** WORK SPACES

1,992 private offices  
4,981 open work spaces  
644 un-used work spaces



**23** BUILDINGS  
(16 OFFICE BUILDINGS)

**2.5M** SQUARE FEET

## CURRENT OFFICE SPACE STANDARD INDICATES

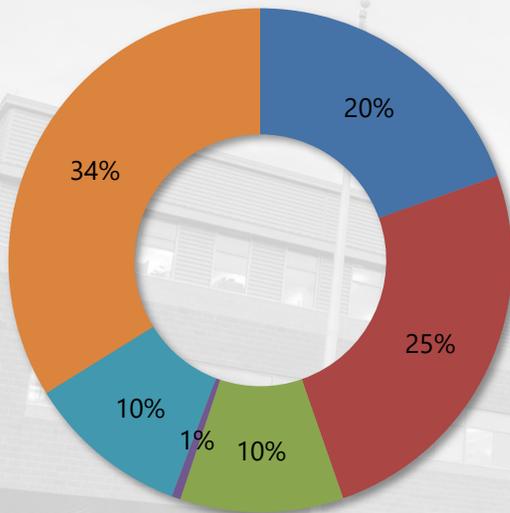
- 180 square feet (avg) for closed office
- 80 square feet (avg) for open offices
- Of the 16 Office Buildings audited, 2 meet these standards
- All of them were built and renovated before the standard



MASOB  
BUILDING  
VS  
DWS 1385  
BUILDING



## MULTI-AGENCY STATE OFFICE BUILDING

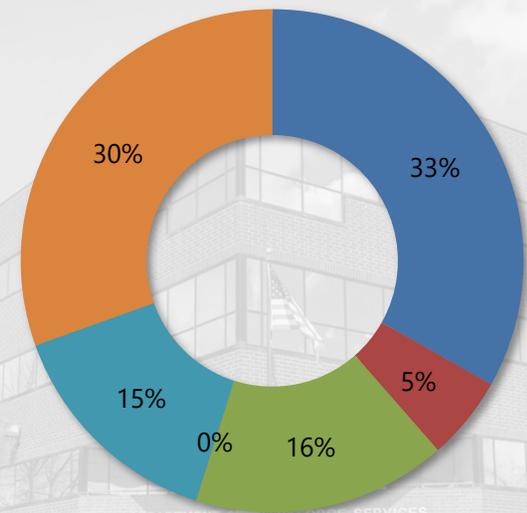


- Closed Office
- Open Office
- Support Space
- Specialty Space
- Collaboration
- Building Support

139 square feet (avg) per closed office  
98 square feet (avg) per open office

## MASOB BUILDING VS DWS 1385 BUILDING

## WORKFORCE SERVICES 1385



- Closed Office
- Open Office
- Support Space
- Specialty Space
- Collaboration
- Building Support

118 square feet (avg) per closed office  
178 square feet (avg) per open office

# OBSERVATIONS

MASOB is the most modern office building audited

Many open office space areas within buildings audited could be improved, both for efficiency and appeal, by making changes to circulation and furniture layout



## PHASE TWO



Write state policy and standards for space utilization with agency partners

## PHASE THREE



Implement state policies and standards for space utilization

## PHASE FOUR



Provide ongoing management of the standard and conduct additional building audits

# WHAT'S NEXT?

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\$ to continue auditing effort  
\$ to make changes in spaces  
\$ to enforce standard over time

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# QUESTIONS