

# Space Portfolio Planning Partnership

October 7, 2019



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Capital Planning &  
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Senior Planner

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welcome

# Learning Outcomes

- Leverage your existing organizational hierarchy to **develop a space portfolio structure** with each lead taking charge of sub-portfolios (e.g., schools roll up to colleges, and colleges roll up to the provost.).
- Establish a partnership between portfolios and your central planning office to legitimize the portfolio process, **providing informed feedback** about academic, research, and administrative needs for building space.
- Make space and staffing **data available and transparent** and leverage data visualization tools and regular reporting as part of your space management process.
- Develop space **planning tools that are adaptive** to your various portfolio partner's needs.

# Georgia Institute of Technology

## Vision

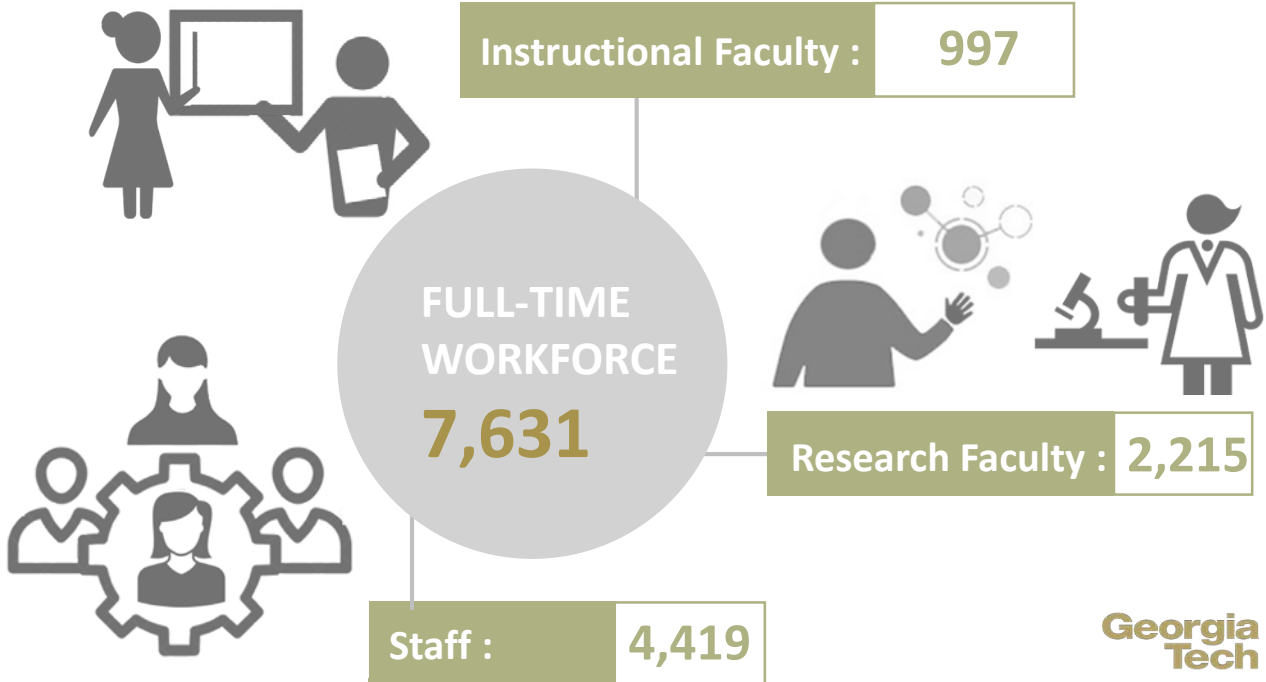
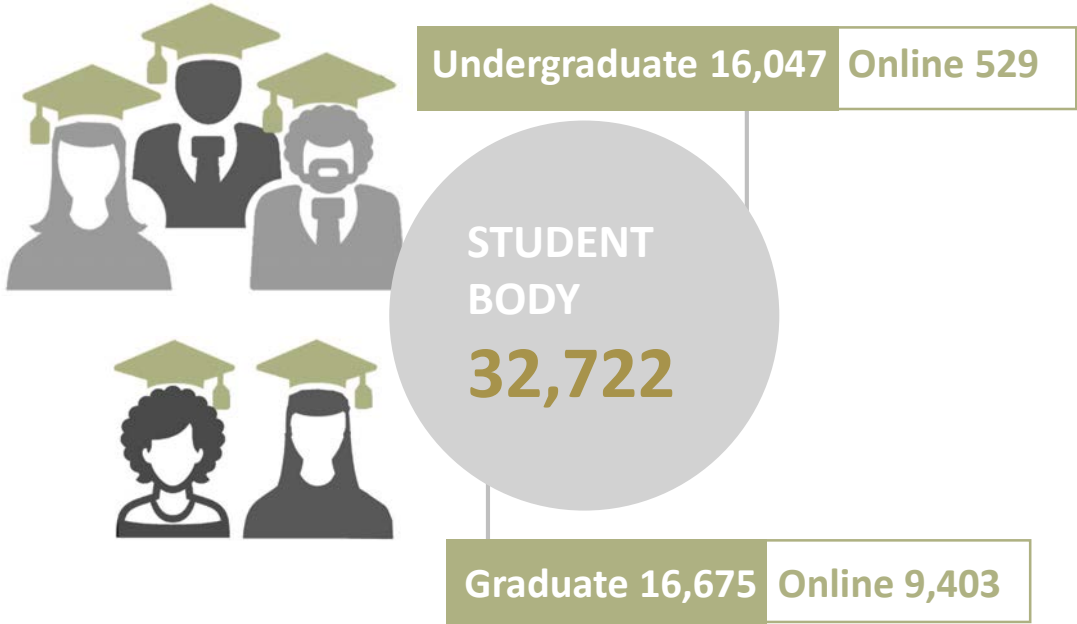
Georgia Tech will **define the technological research university of the twenty-first century**. As a result, we will be leaders in influencing major technological, social, and policy decisions that address critical global challenges. "What does Georgia Tech think?" will be a common question in research, business, the media, and government.

## Mission

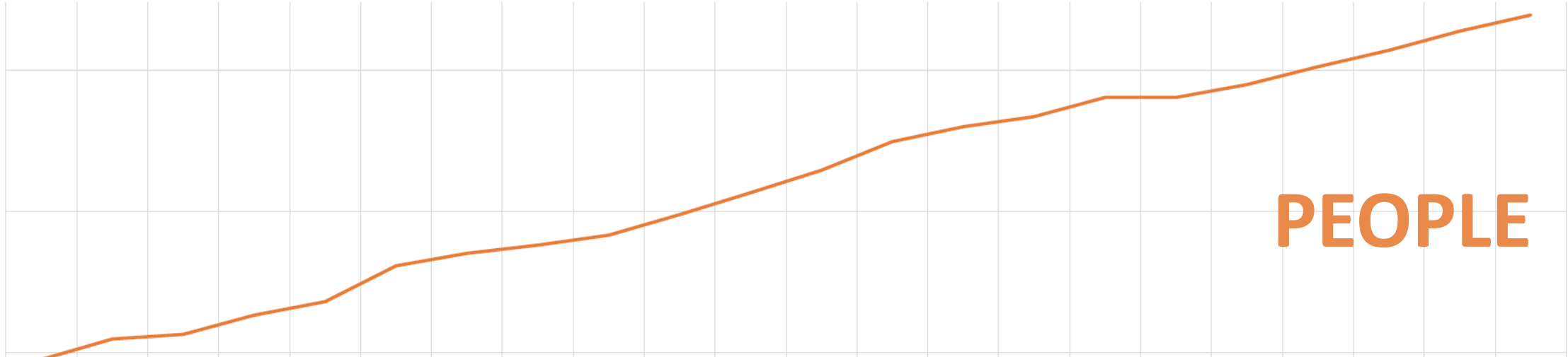
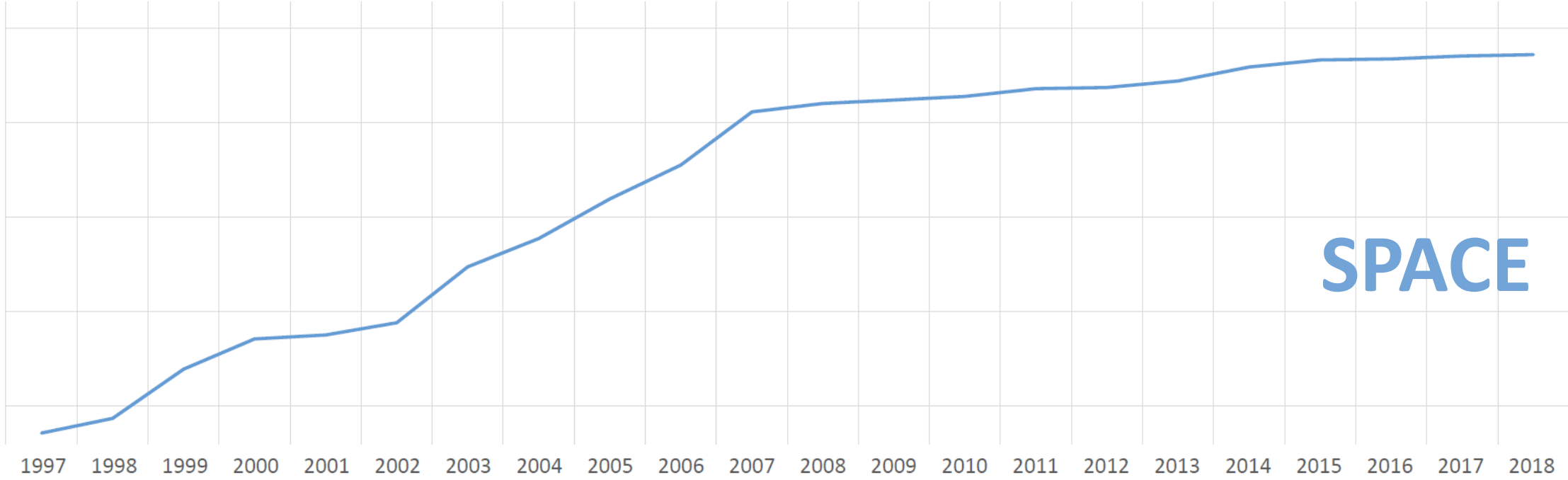
Technological change is fundamental to the advancement of the human condition. The Georgia Tech community - students, staff, faculty, and alumni - will realize our motto of "Progress and Service" through **effectiveness and innovation** in teaching and learning, our research advances, and entrepreneurship in all sectors of society. We will be leaders in improving the human condition in Georgia, the United States, and around the globe.

# Georgia Institute of Technology

ACADEMIC			RESEARCH
<b>6 Colleges</b>		<b>28 Schools</b>	Georgia Tech Research Institute (GTRI)
Business	Computing	Design	11 Interdisciplinary Research Institutes (IRIs)
Engineering	Liberal Arts	Sciences	



# Georgia Tech Growth: Space & Campus Population



# GT Capital Planning and Space Management

## Mission

**Guiding the strategic use** and development of Georgia Tech's campus environments

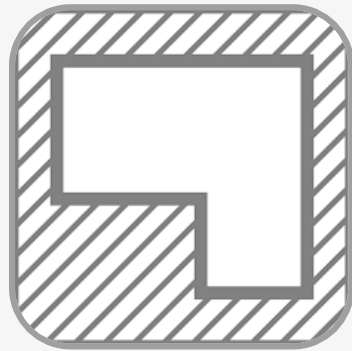
## Vision

Defining the **framework for effective utilization and adaptation** of Georgia Tech's campus environments to support the motto of "Progress and Service" through academic innovation, research advancement, and entrepreneurship.

**380** ACRES



**16M** GSF



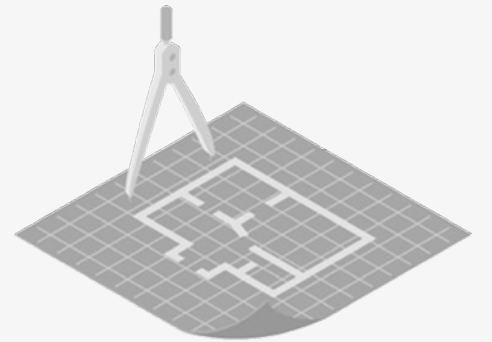
**250** FACILITIES



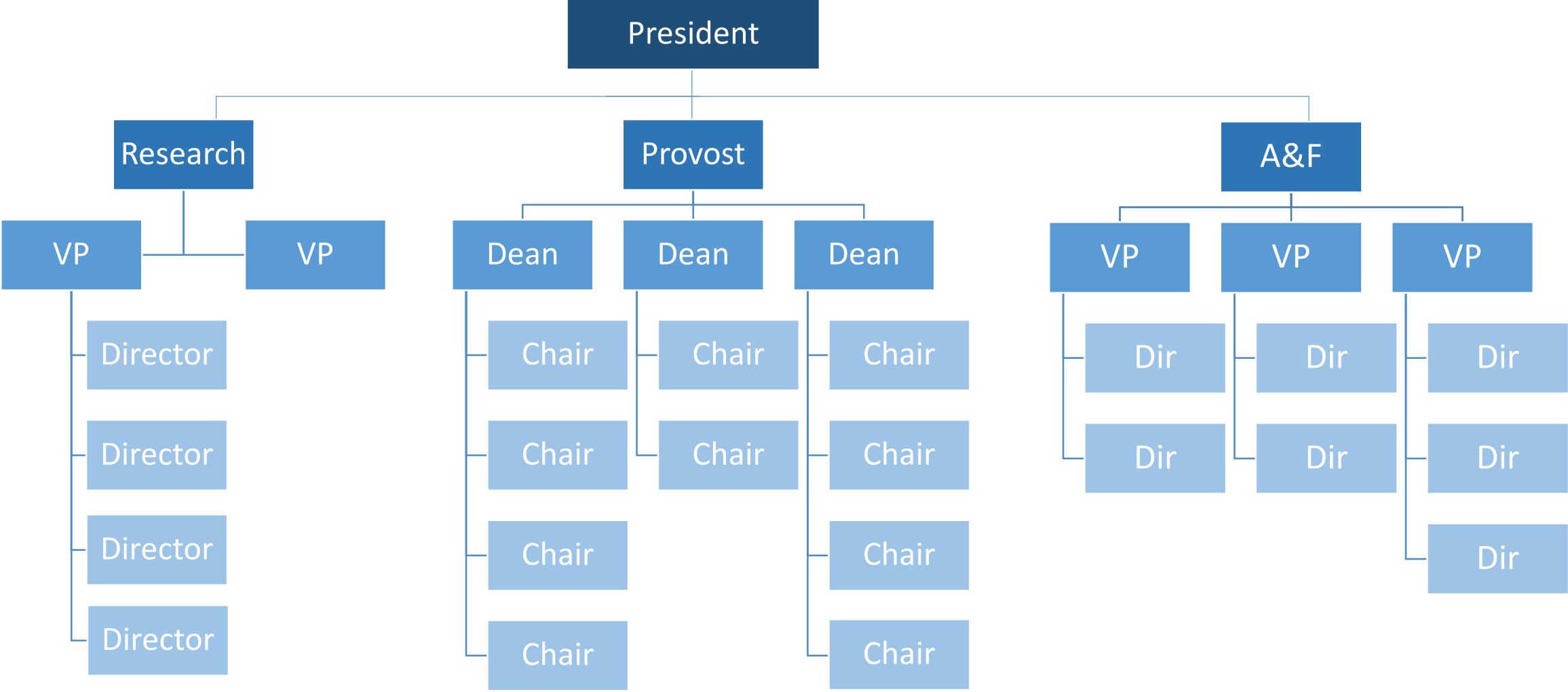
**36k** SPACES



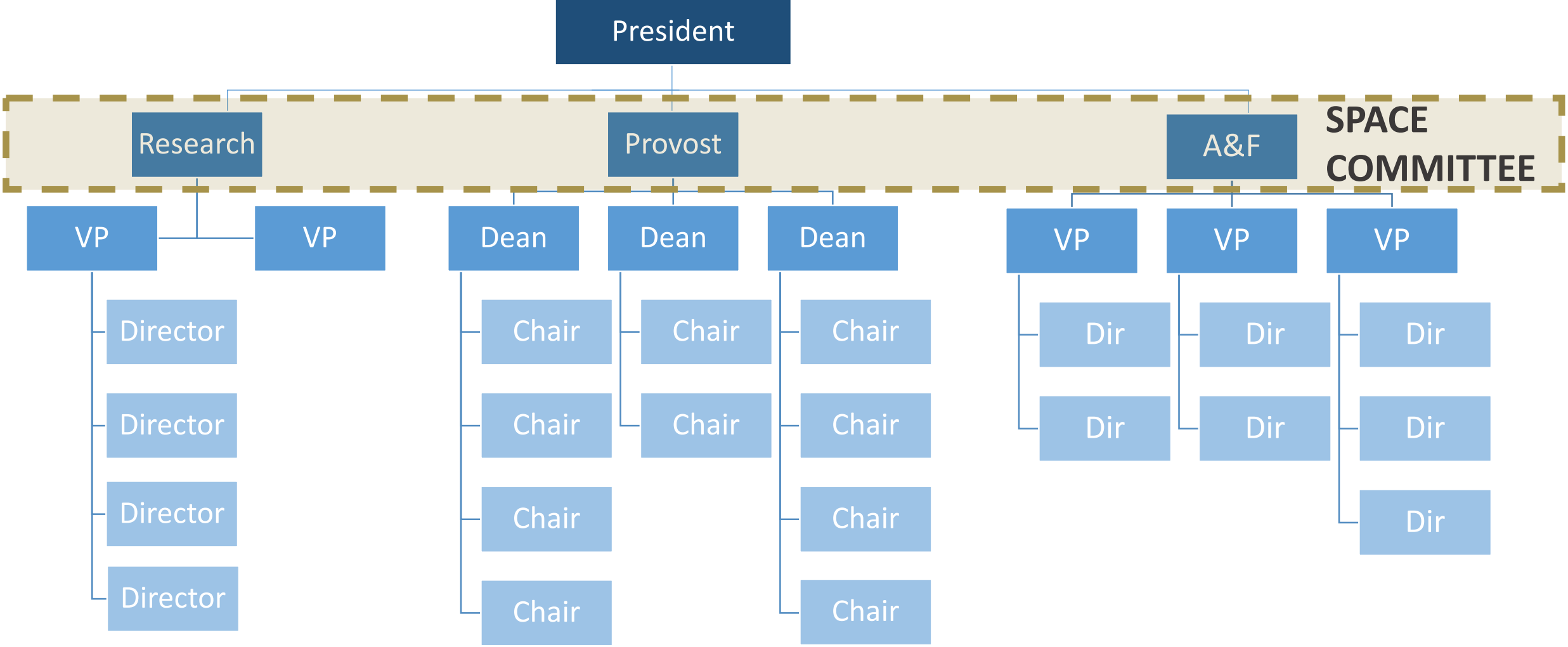
**900** FLOORPLANS



# Origins of a Portfolio Partnership



# Origins of a Portfolio Partnership





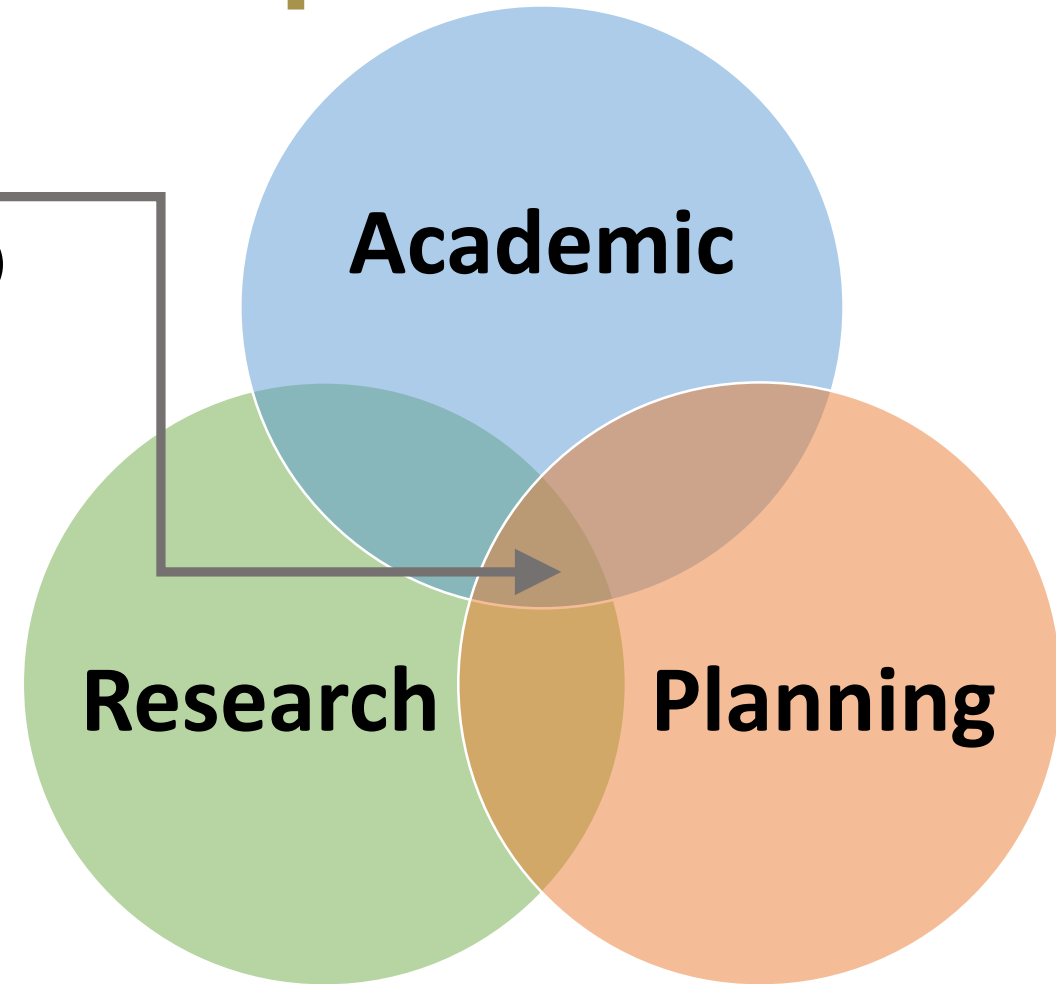
# Origins of a Portfolio Partnership

- Academic Space Assessment 2015
- SPARSE Working Group  
(Strategic Planning for Academic & Research Space Effectiveness)
  - Desired Results:
    - Informed, timely decisions
    - Transparent space reporting

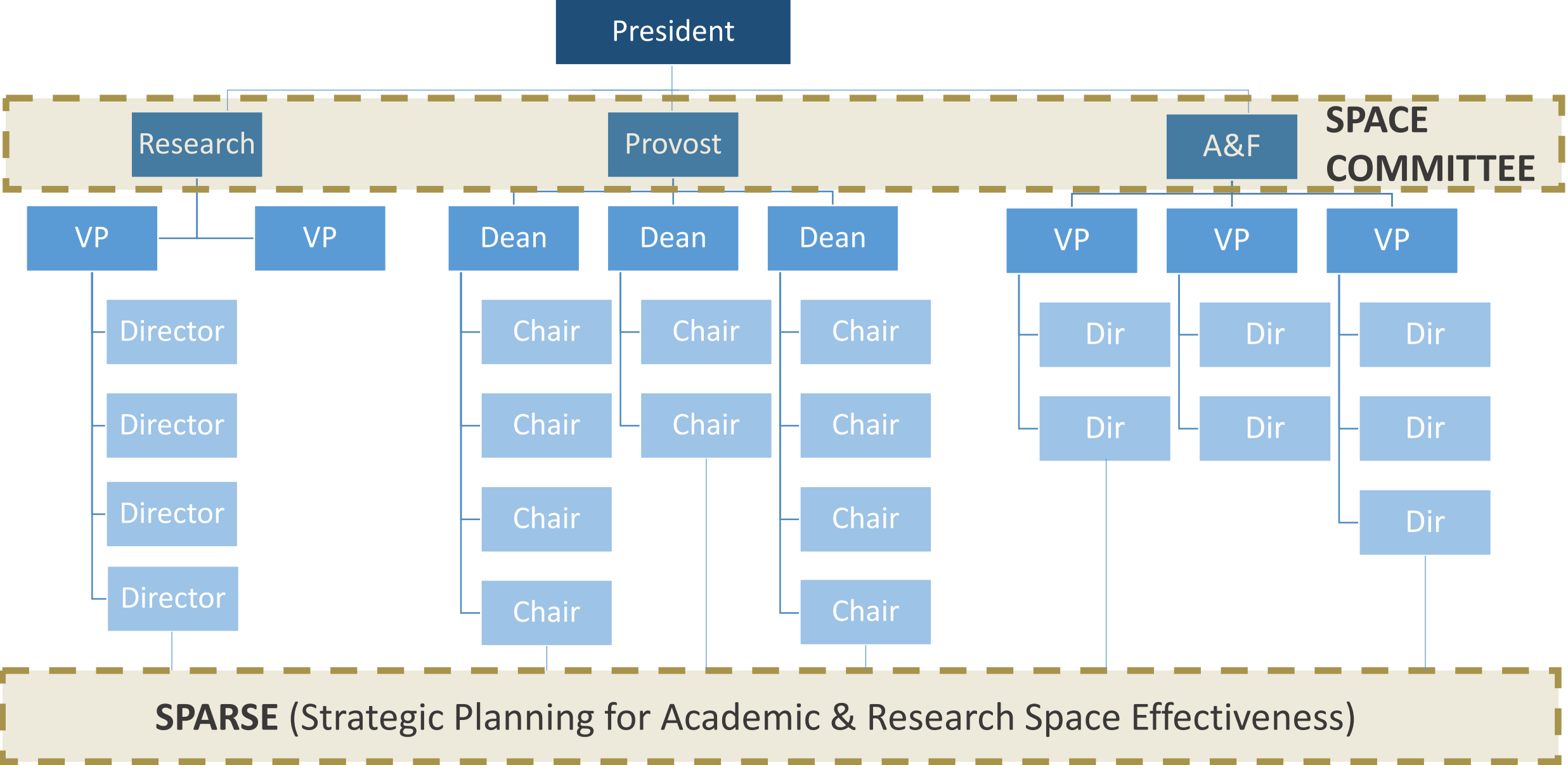
## USG & Institute Goals

**Strategic Plan: Goal 5** - Relentlessly Pursue Institutional Effectiveness

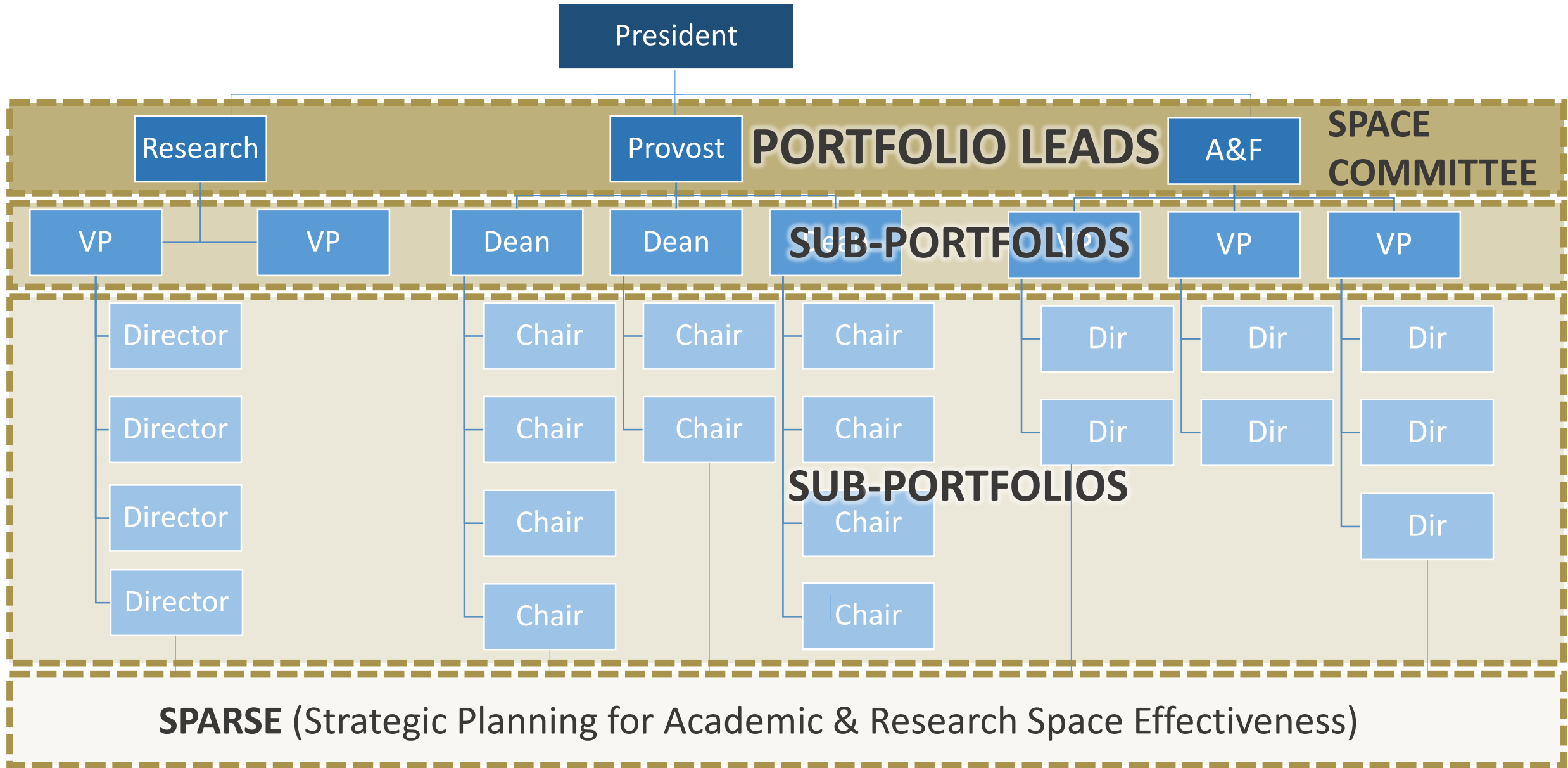
**University System, Comprehensive Administrative Review** - Leverage the strengths of a delegated management model while providing accountability and measure in the context of institutional goals and priorities



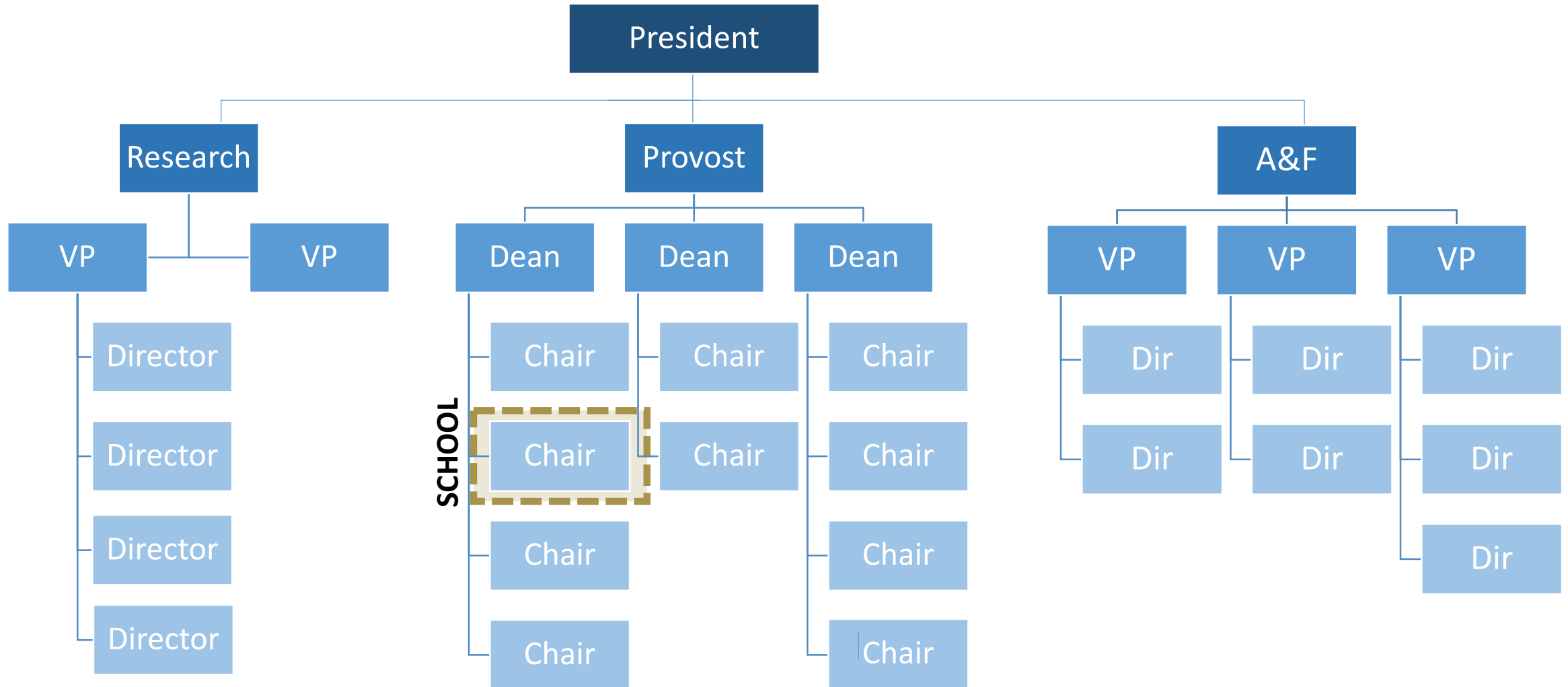
# Origins of a Portfolio Partnership



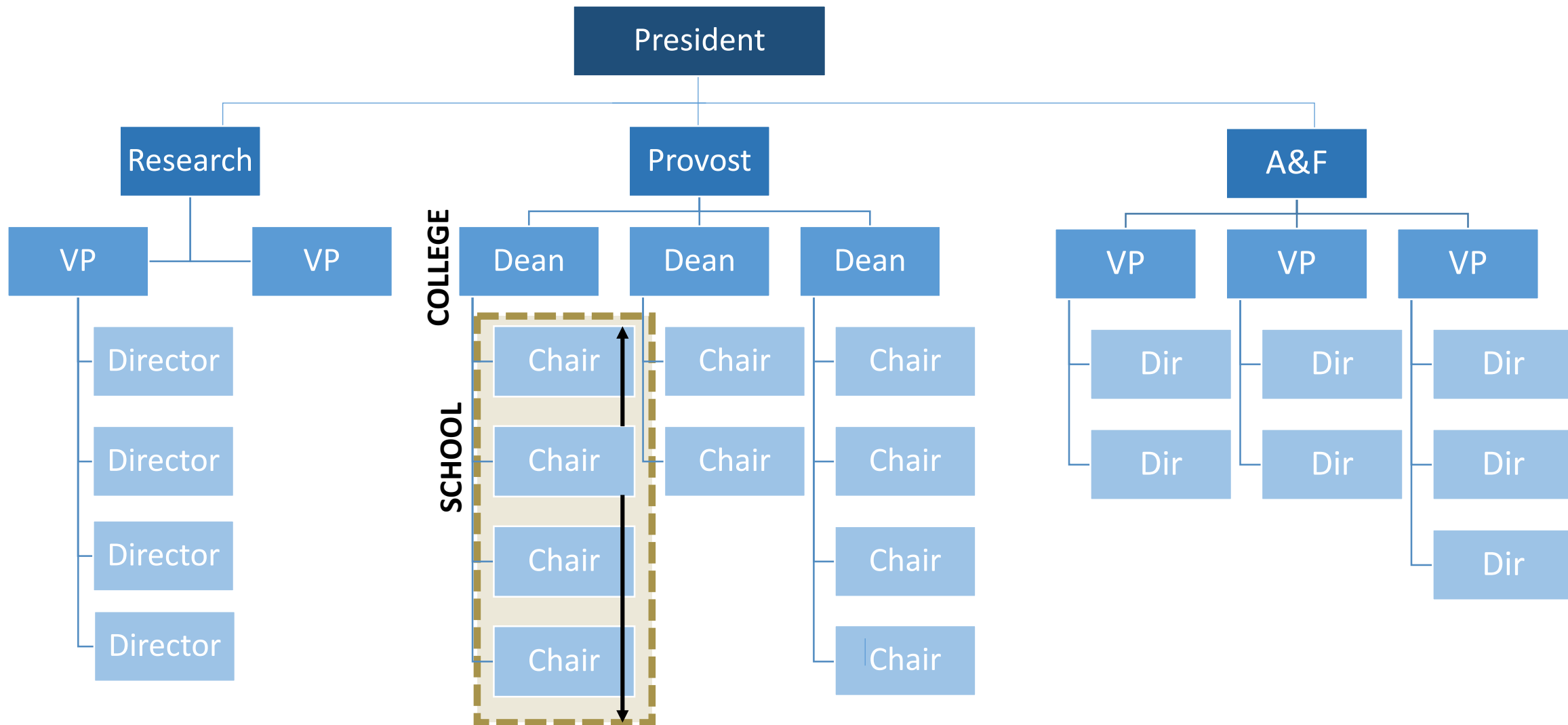
# Who Constitutes A Space Portfolio Partnership?



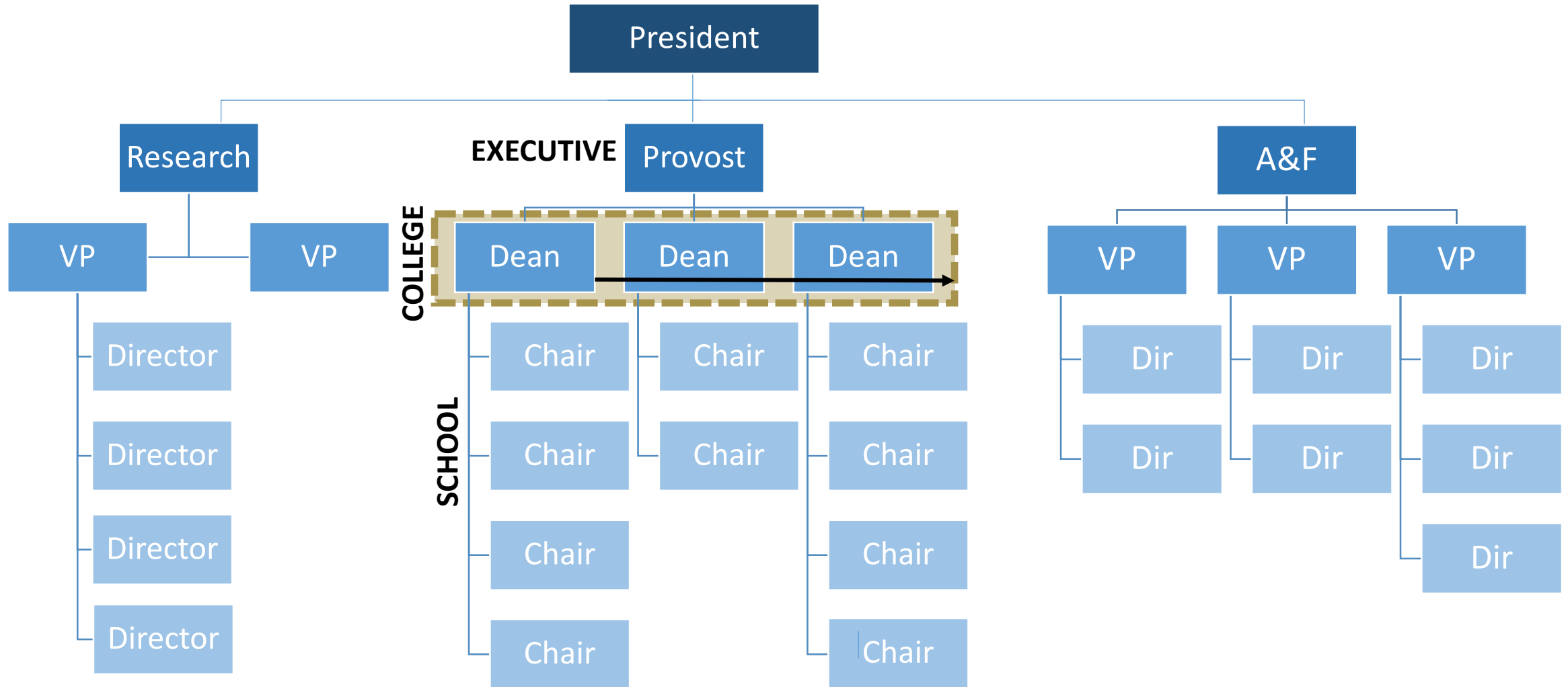
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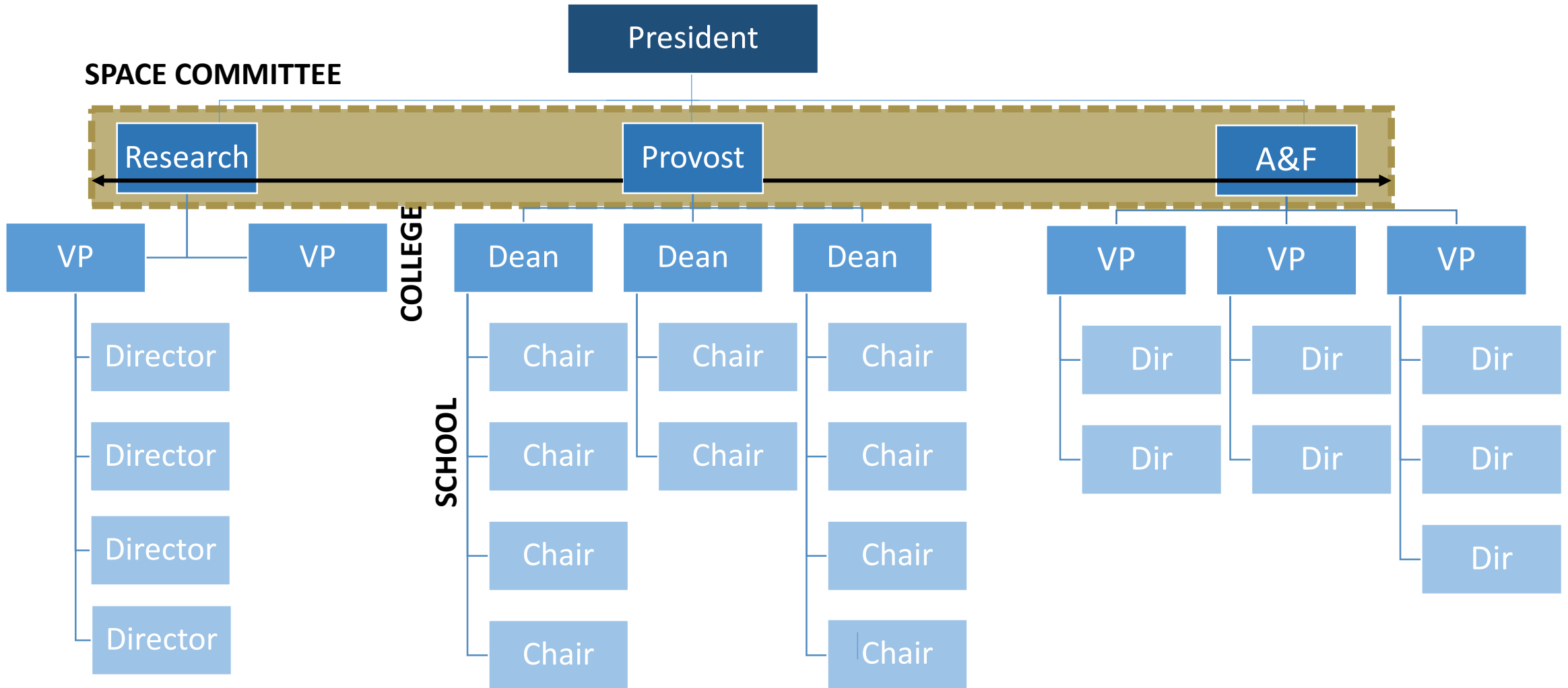
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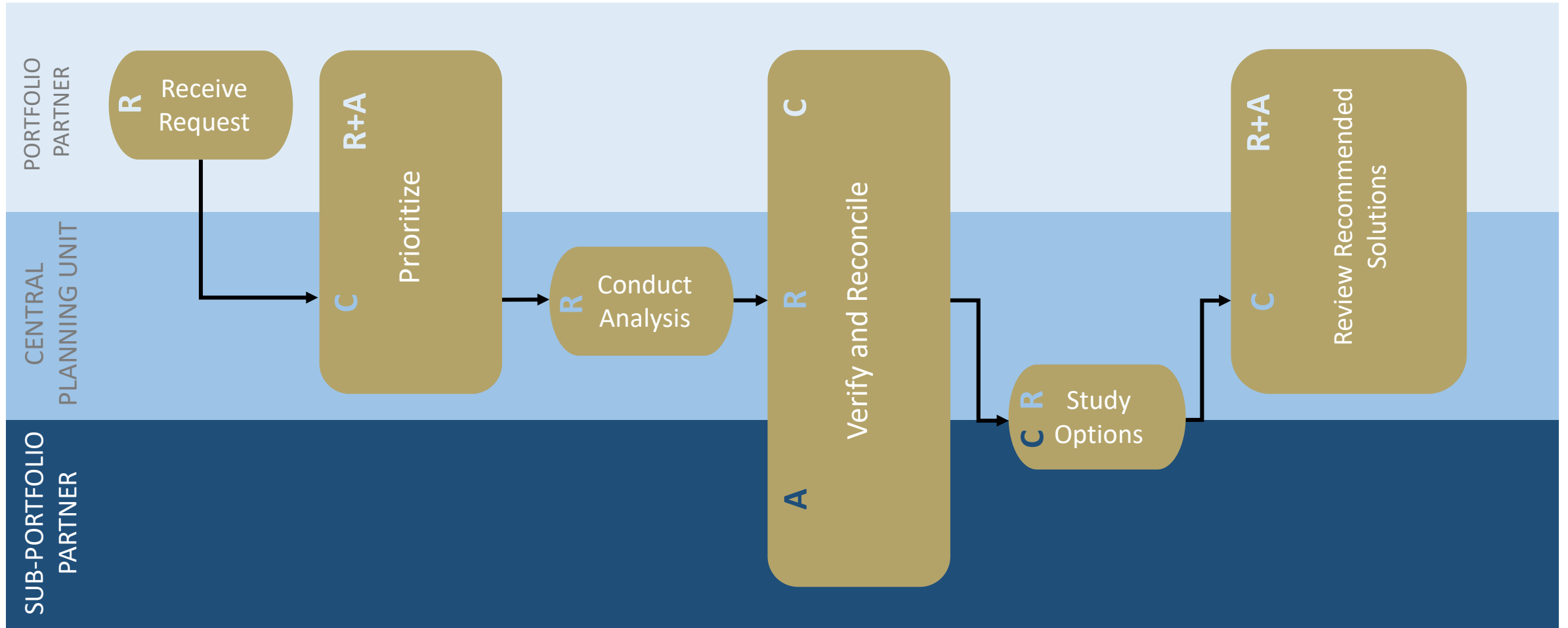
# Who Constitutes A Space Portfolio Partnership?



# Who Constitutes A Space Portfolio Partnership?



# Navigating the Process



Responsible Accountable Consulted Informed



# Example – Request

Responsible +  
Accountable



Space Request - Message (HTML)

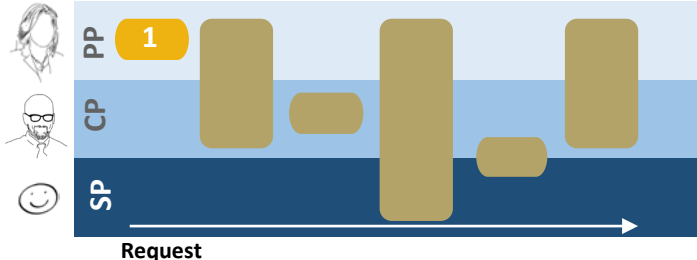
FILE MESSAGE INSERT OPTIONS FORMAT TEXT REVIEW ACROBAT

Clipboard Paste Basic Text Names Include Tags Zoom FindTime My Templates

To...  
Cc...  
Subject Space Request

Dean Smith,  
We need 3 faculty offices for new hires.  
Sincerely,  
Professor McProfessorface

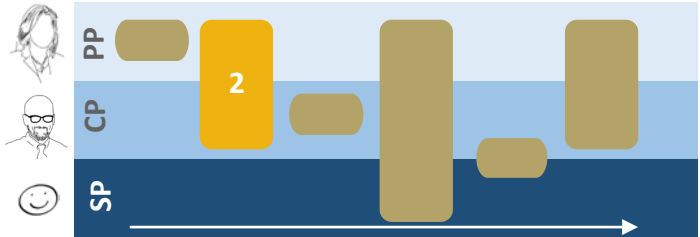
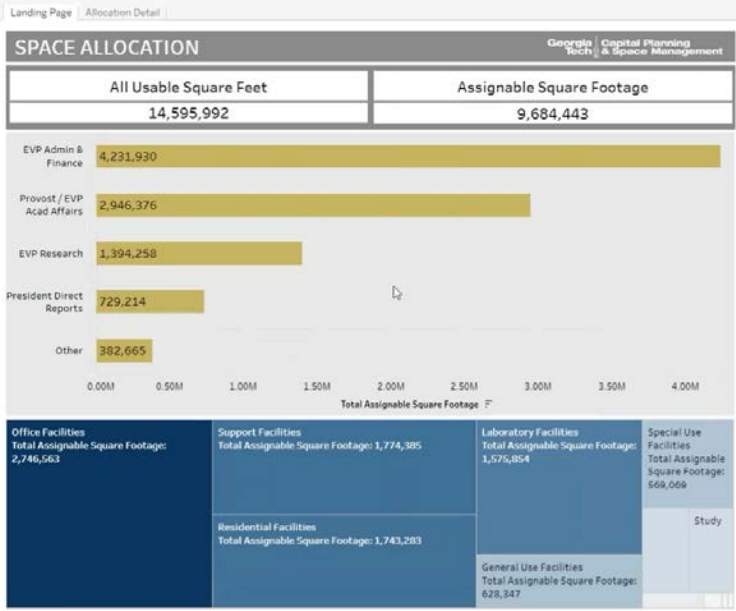
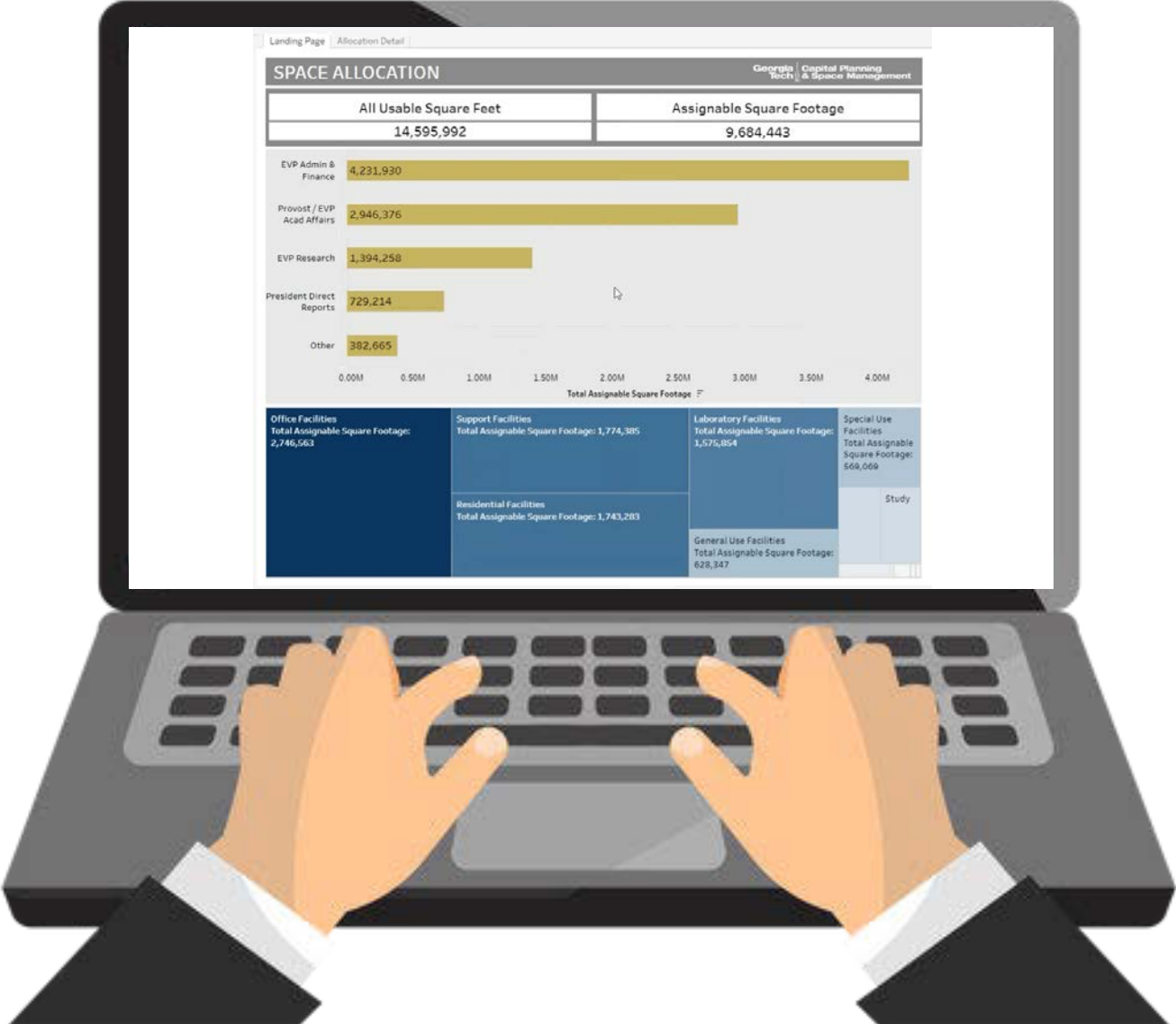
Institute Strategy & Priorities...  
Academic & Research Priorities...  
Strategic Initiatives...  
Available Budget...



# Example – Prioritize

Responsible +  
Accountable

Consulted

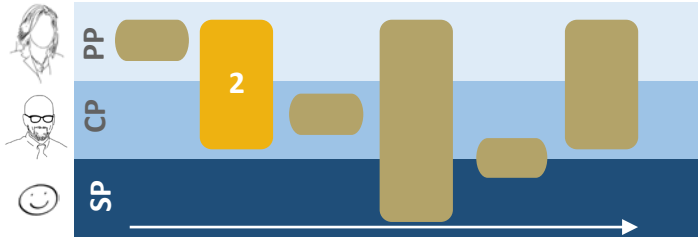
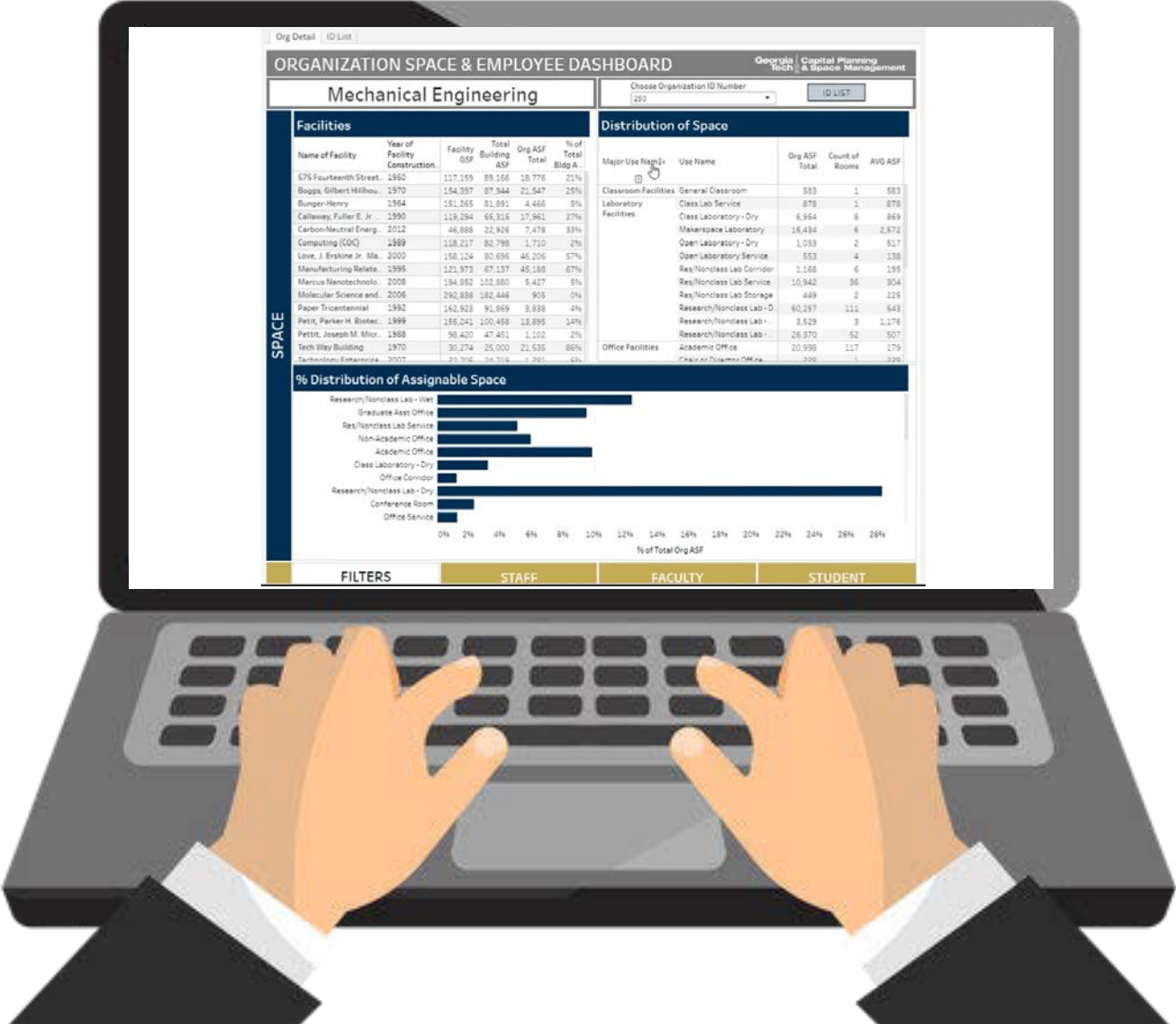


Prioritize

# Example – Prioritize

Responsible +  
Accountable

Consulted



# Example – Conduct Analysis

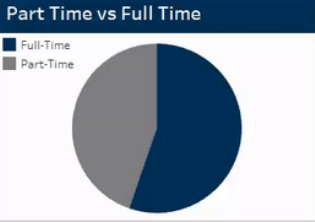
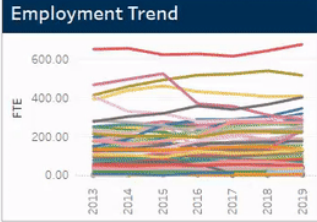
Responsible



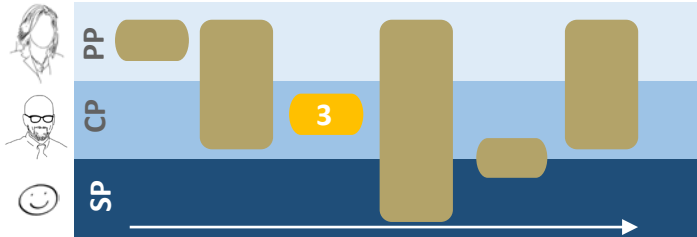
YEAR	MONTH	DEPARTMENT	STATUS	STAFF/FAÇ/STUD	JOB_TITLE
2019	April	(All)	(All)	(All)	(All)

List for Export

DEPT_NAME	FULL_PART_TM	EMPL_CLS_NAME	JOB_TITLE	FTE	Headcount
Acad & Rsch Comp Serv	Full-Time	Staff	Acad & Res IT Supp Engr	2.00	2
Acad & Rsch Comp Serv	Full-Time	Staff	Acad & Res IT Supp Engr Lead	5.00	5
Acad & Rsch Comp Serv	Full-Time	Staff	Acad & Res IT Supp Engr Sr	4.00	4
Acad & Rsch Comp Serv	Full-Time	Staff	Appl Developer Mgr	1.00	1
Acad & Rsch Comp Serv	Full-Time	Staff	IT Support Prof Mgr	1.00	1
Acad & Rsch Comp Serv	Full-Time	Research Faculty	Research Scientist II	1.00	1
Acad & Rsch Comp Serv	Full-Time	Staff	Web Developer Sr	1.00	1
Acad & Rsch Comp Serv	Part-Time	Staff	Acad & Res IT Supp Engr	0.80	1
Acad & Rsch Comp Serv	Part-Time	Student (UnderGrd or Grad)	Student Assistant	4.00	8
Acad & Rsch Comp Serv	Part-Time	Student-Federal Work Study	Student Assistant	1.20	3
Academic Effectiveness Dept	Full-Time	Academic Faculty	Academic Professional	3.00	3
Academic Effectiveness Dept	Full-Time	Staff	Accreditation Manager	1.00	1
Academic Effectiveness Dept	Full-Time	Staff	Prog Review & Planning Manager	1.00	1
Academic Effectiveness Dept	Full-Time	Staff	Program Support Coord	1.00	1
Academic Effectiveness Dept	Full-Time	Staff	Web Developer Sr	1.00	1
Academy of Medicine	Full-Time	Staff	Acad of Medicine Progs Mgr	1.00	1
Academy of Medicine	Full-Time	Staff	Admin Professional III	1.00	1
Academy of Medicine	Full-Time	Staff	Custodian II	1.00	1
Academy of Medicine	Full-Time	Staff	Event Coordinator II	2.00	2



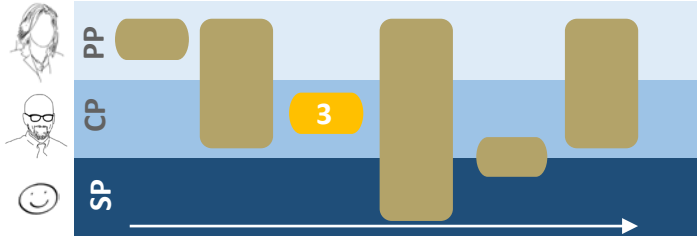
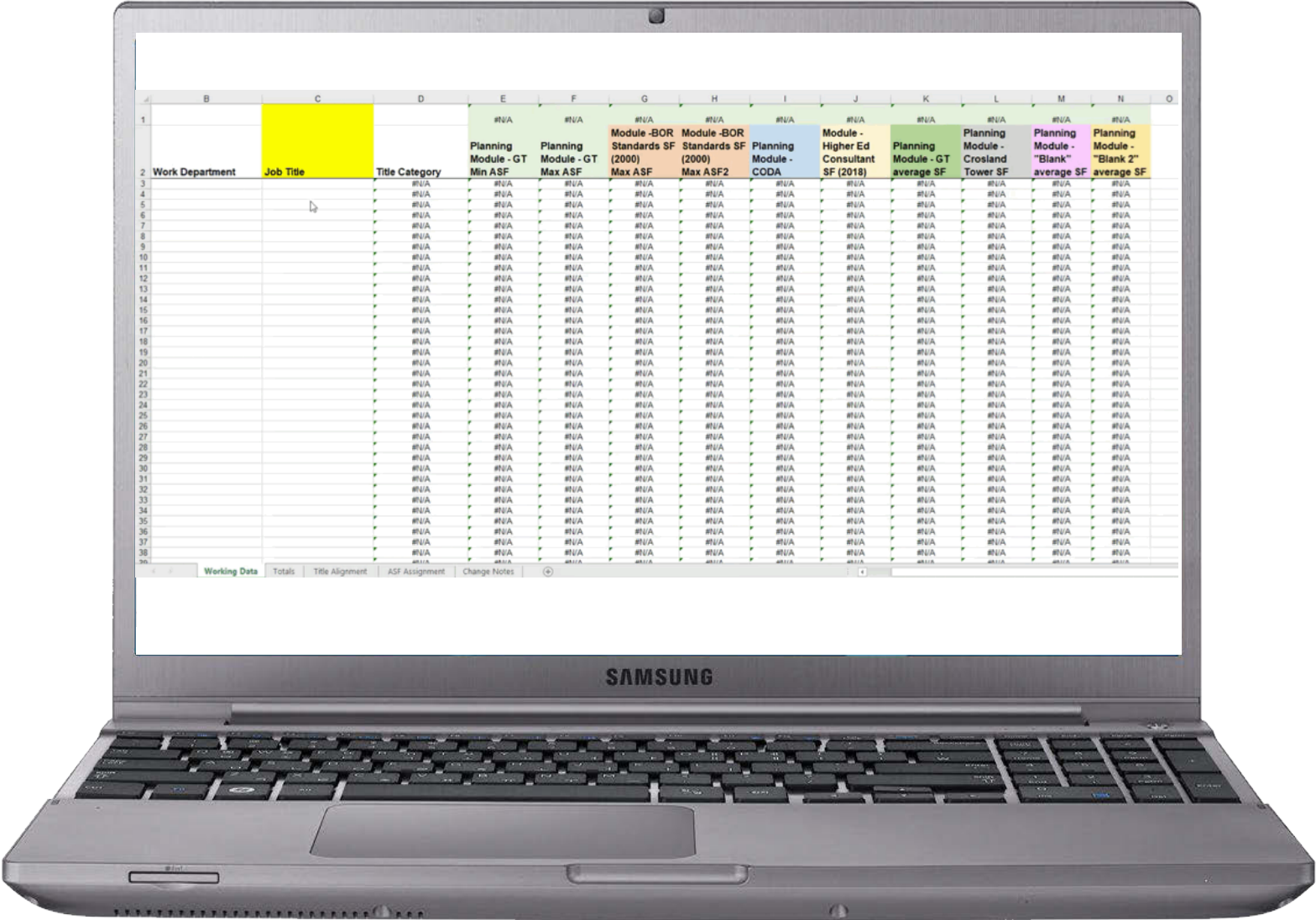
CLICK ME!



Analysis

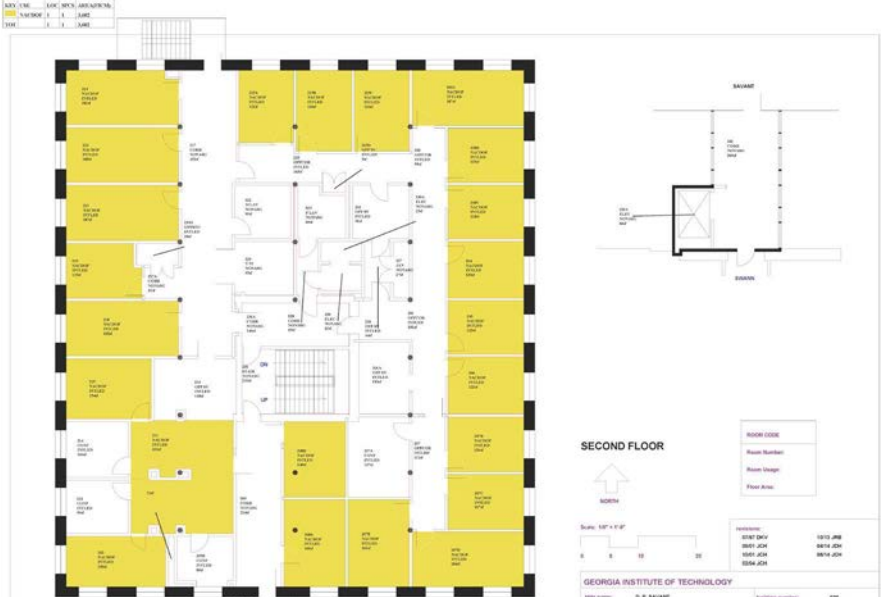
# Example – Conduct Analysis

Responsible



Analysis

# Example – Verify & Reconcile



Consulted

Accountable

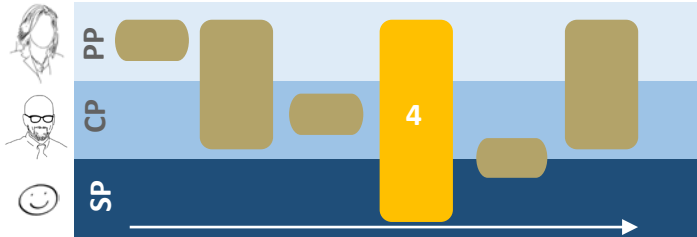


Responsible



	Planning Module - GT	Planning Module - GT	Planning Module -BOR Standards SF (2000)	Planning Module -BOR Standards SF (2000)	Planning Module - CODA	Planning Module - Higher Ed Consultant SF (2018)	Planning Module - GT average SF	Planning Module - Crosland Tower SF	Planning Module - Existing Bldg SF
Current Workspace	Min ASF	Max ASF	Max ASF	Max ASF2					
4,543	3,837	4,951	4,510	5,365	3,889	4,583	6,314	4,406	4,876
	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543
<b>Surplus / Deficit:</b>	<b>706</b>	<b>(408)</b>	<b>33</b>	<b>(822)</b>	<b>654</b>	<b>(40)</b>	<b>(1,771)</b>	<b>137</b>	<b>(333)</b>

Count Summary:	
Workstations	8
Private Offices	20



Verify & Reconcile

# Example – Study Options

Responsible

Consulted

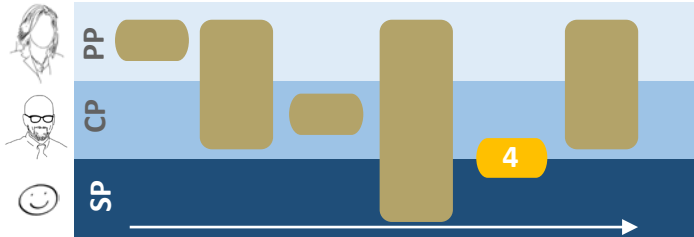


## Space Needs

Priority	Unit Name	Portfolio	Planned or Conceived Destination Location	Sum of SF ROM
S1	School of This	Provost	Building 1	8200
S4	College of That	Provost	Building 2	1200
S3	Department of Departments	Administration	Building 3	14200
S2	Campus Unit	Research	Building 4	5000

## Space Available

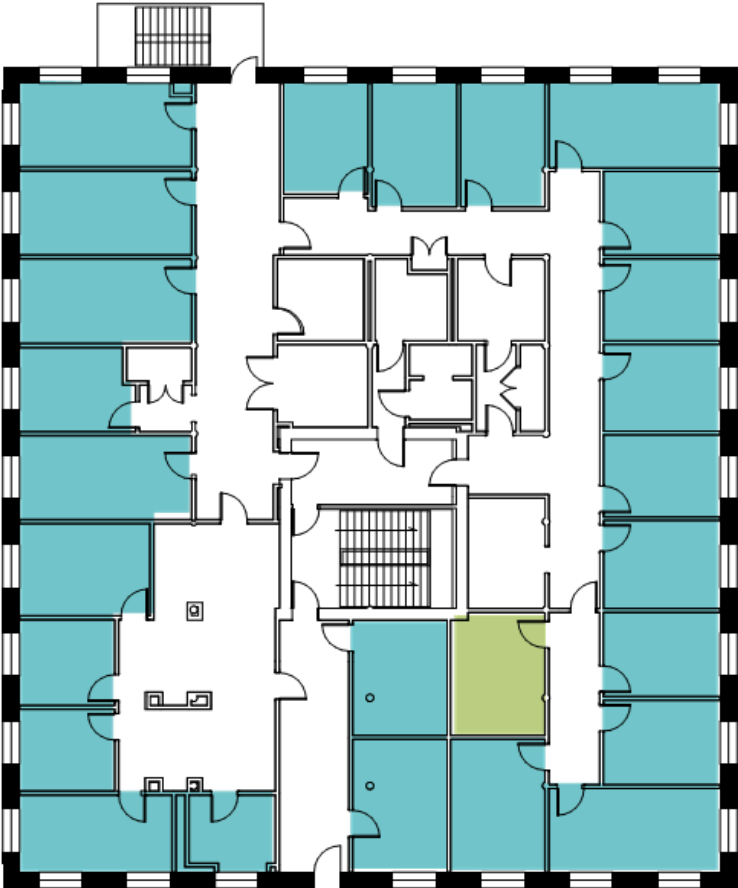
Building Number	Building Name	Portfolio	Units	Timeline	Proposed Use	Sum of ASF
158	Building A	Research	Research Group	2Q 2020	?	17500
120	Building B	Administration	Unit This	1Q 2021	Campus Center Swing	1975
800	Building A	Provost	School That	4Q 2019	?	3930
211	Building B	President's Report	Organization Organization	1Q 2021	?	4862
<b>Grand Total</b>						<b>28,267</b>



Study Options

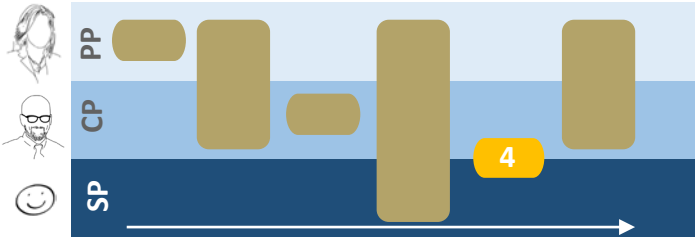
# Example – Study Options

Responsible    Consulted



Existing Space

Legend    Private Office    Shared Office    Meeting



Study Options

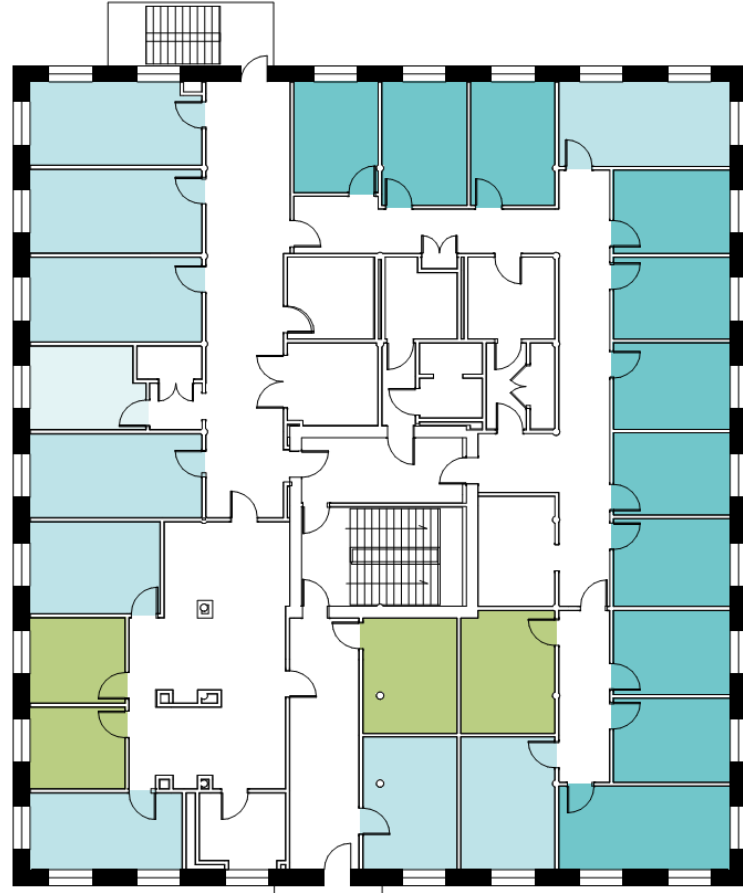


# Example – Study Options

Responsible Consulted

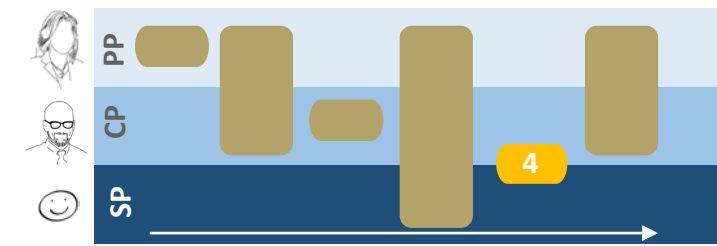


Existing Space



Existing Space – Furniture Optimized

Legend Private Office Shared Office Meeting

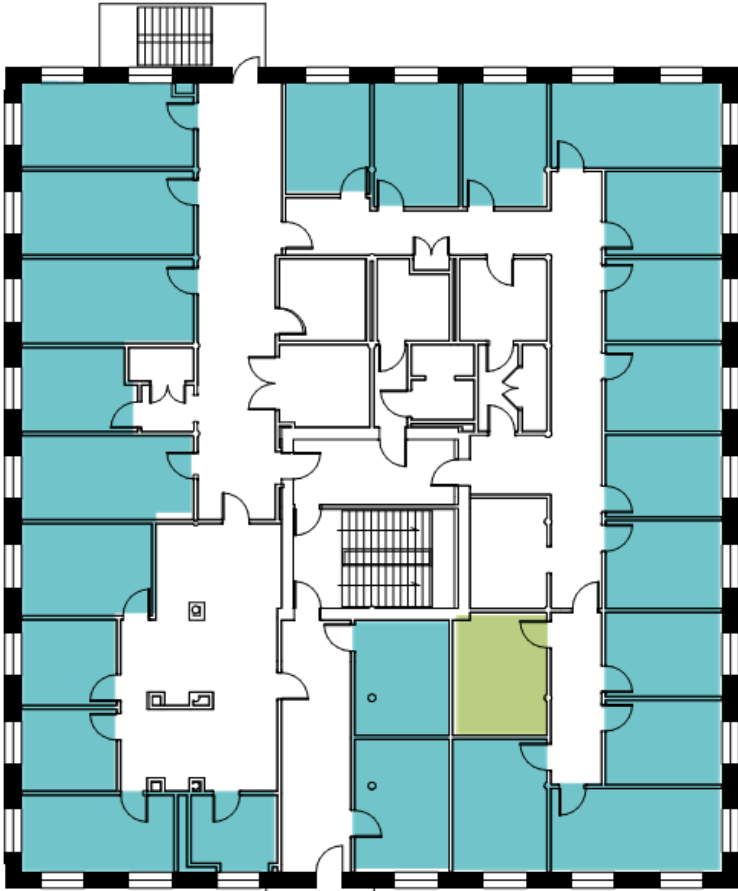


4

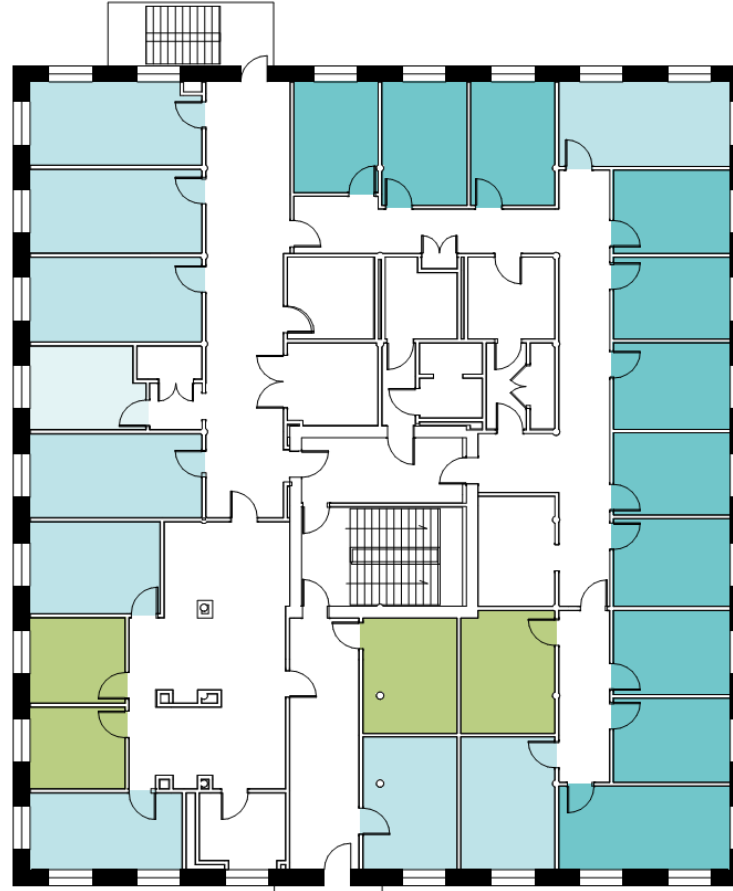
Study Options

# Example – Study Options

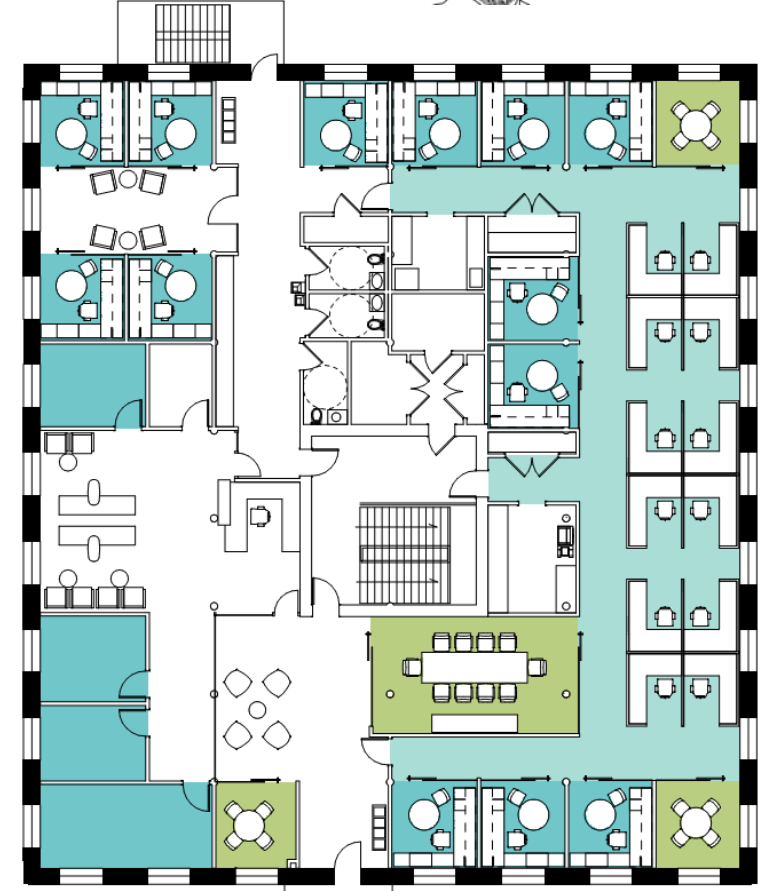
Responsible Consulted



Existing Space

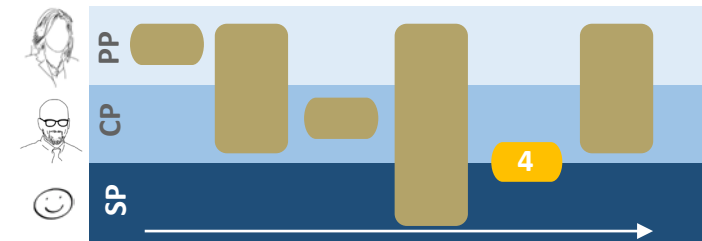


Existing Space – Furniture Optimized



Renovated Space – Fully Optimized

Legend Private Office Shared Office Meeting

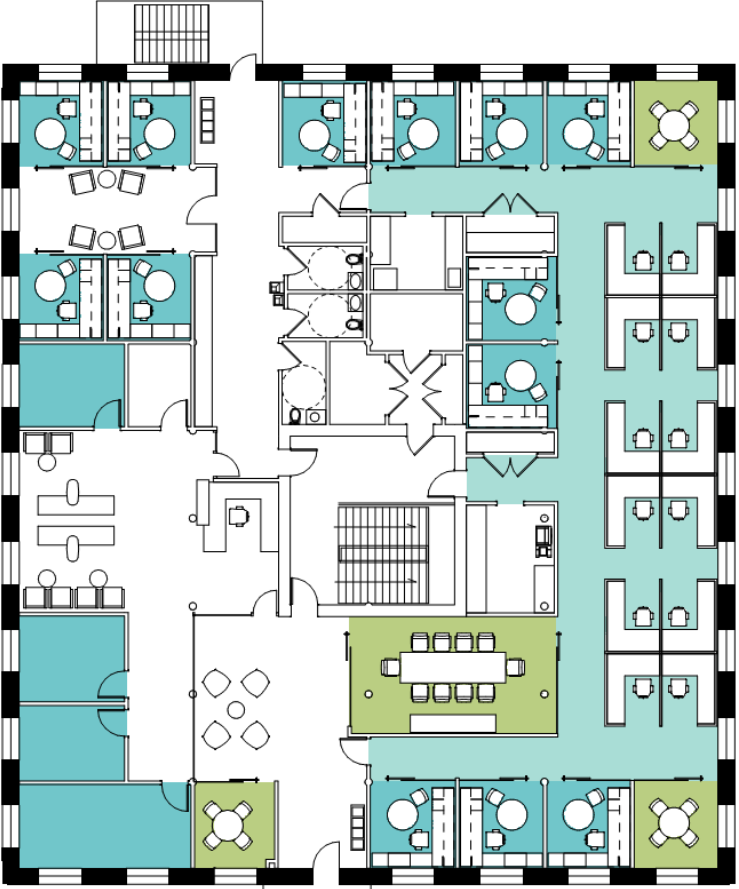
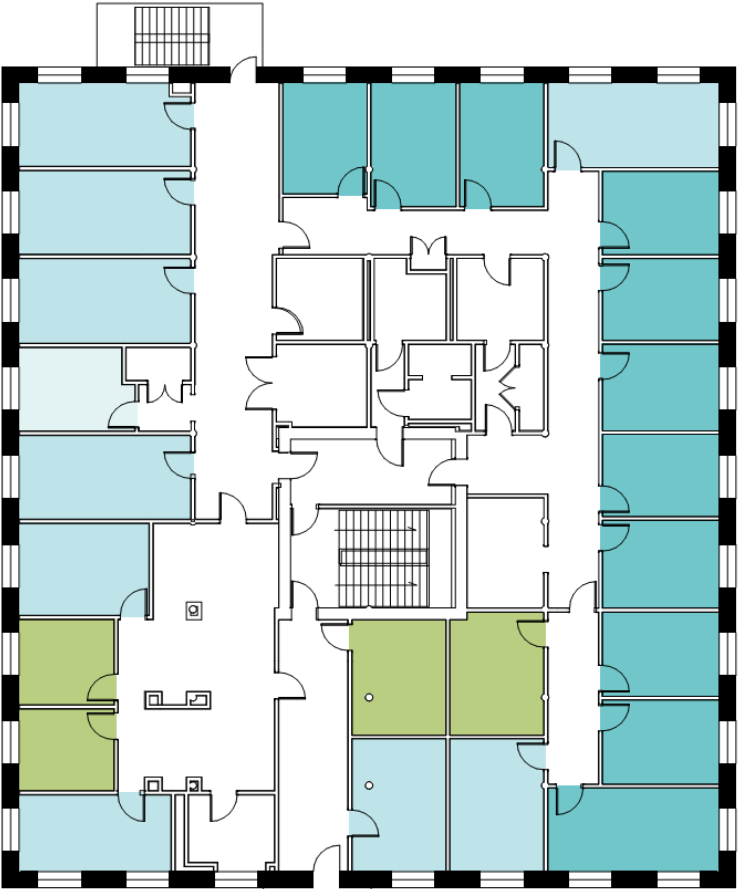


Study Options

# Example – Review Solutions

Responsible +  
Accountable

Consulted



Legend

Private Office

Shared Office

Meeting



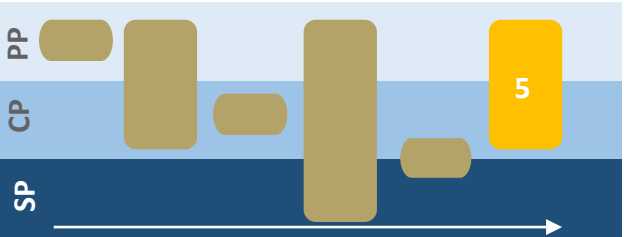
PP



CP



SP

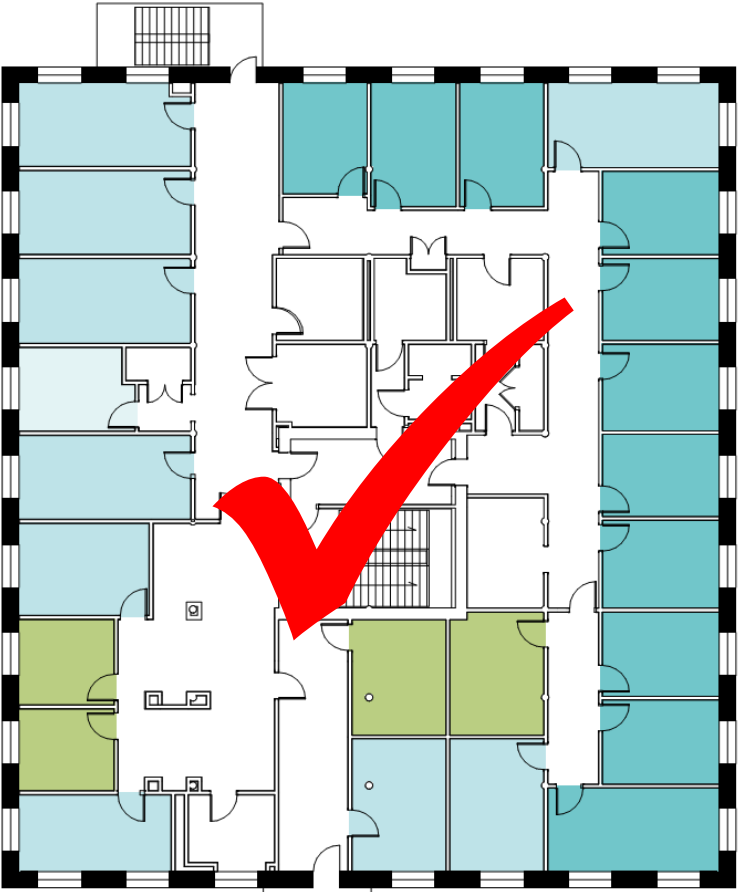


Solutions

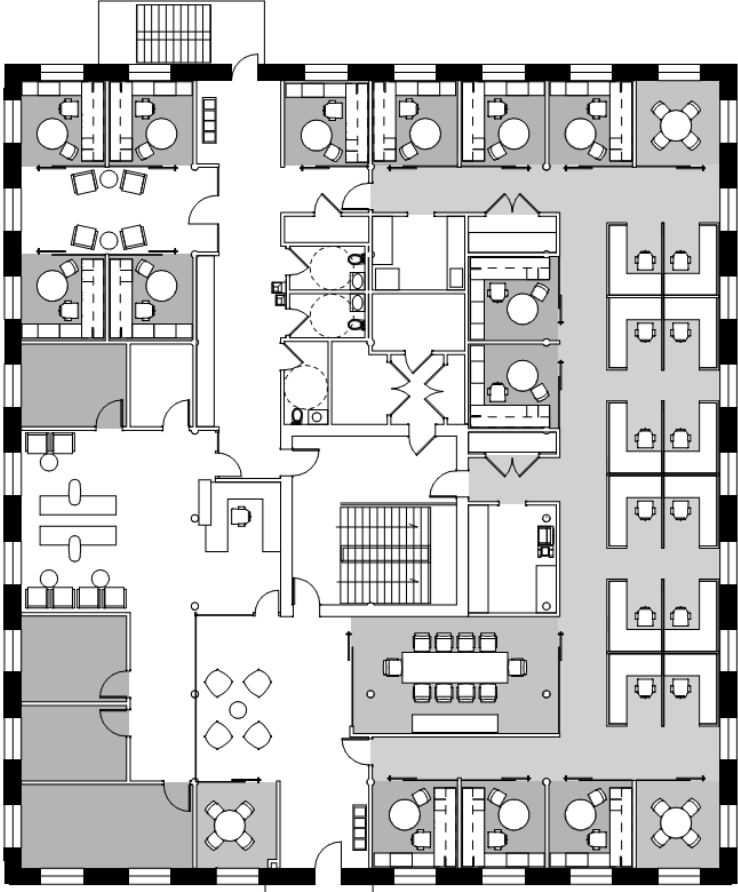
# Example – Review Solutions

Responsible +  
Accountable

Consulted



 & \$



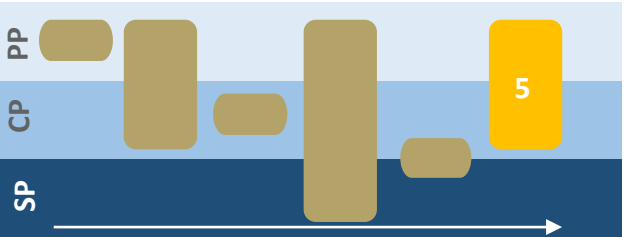
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Legend

Private Office

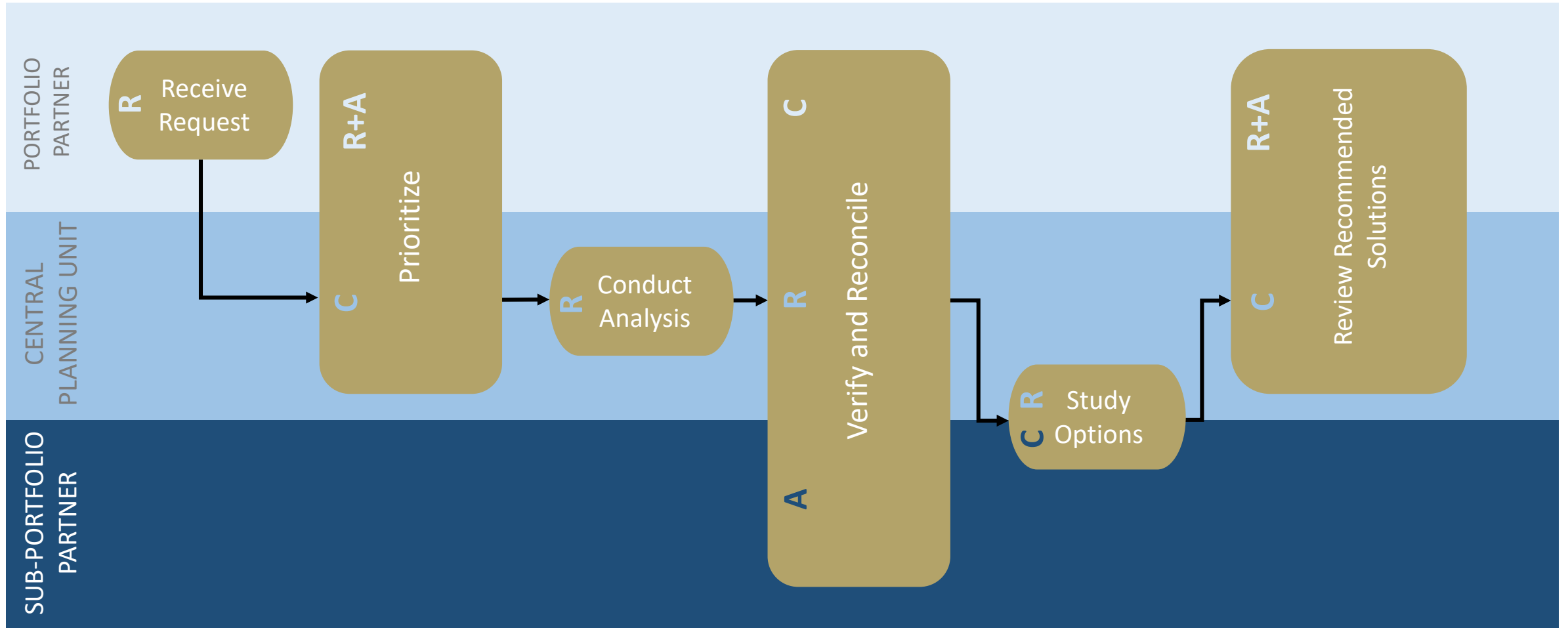
Shared Office

Meeting



Solutions

# Navigating the Process



Responsible Accountable Consulted Informed

# Takeaways

- A clear space portfolio **reporting structure**
- Space needs are **effectively addressed** via portfolio partnerships
- Space management process is informed by **transparent and accessible data**
- Program specific needs are addressed via **adaptive planning tools**

# Questions?



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thank you