

Welcome

Chuck McKinney

Facilities Analyst – Transportation and Natural Resources

OFM Technology Services and Facilities Planning

Six-Year Facilities Plan

Washington state law ([RCW 43.82.055](#)) directs the Office of Financial Management to work with state agencies to determine the long-term facility needs of state government. OFM transmits these facility needs to the Legislature through the state six-year facilities plan on January 1.

- Approximately 1,000 facilities are in scope for the Six-Year Facilities Plan
- Agencies define intended action for each facility for the next six years
- Agencies propose projects: renovate, relocate, expand, reduce
- OFM requires agencies to define each project:
 - ✓ Business case – Why
 - ✓ Alternative considered – Why not
 - ✓ Size – Workspaces and Users
 - ✓ Cost – Does this project make fiscal sense for the state
- Approved projects are aligned with the Governor's budget

Modified Pre-Design (MPD) process

Once a Six-Year Facilities Plan project is funded, the agency submits an MPD.

The MPD defines:

- ✓ Project Request
- ✓ Workplace Strategy used
- ✓ Ongoing Cost and Fund Sources
- ✓ One-time Cost and Fund Sources
- ✓ Alternatives Considered
- ✓ Agency Director signature

Space Planning Data Sheet defines:

- ✓ Workspaces
- ✓ Meeting Spaces
- ✓ Support and Storage Spaces
- ✓ Special Program Spaces

Modern Work Environment

Why use Modern Workplace Strategies and OFM Space Use Guidelines?

- ✓ Optimize our real estate footprint
- ✓ Leverage technology solutions
- ✓ Increase our ability to adapt to future business
- ✓ Attract and retain talent in state government

DOT old standard was an 8 by 10 cubical. By purchasing new furniture, the new standard is 7 by 6, a reduction of 35 square feet.

At \$40 per square foot year, that's a saving of \$1,400 per year with a four-and-a-half-year payback.

Resident user workstation



Resident is a user who typically spends more than 50 percent of their time at the same workspace in the facility.

Internally mobile user workstation



Employment Security Department

Internally mobile is a user who typically spends more than 50 percent of their time in the facility with as much or more time spent away from their workspace than at it.

Externally mobile user workstation



MOD WA



Externally mobile is a user who spends at least 50 percent of their time outside the facility working in the field, from home or from other external locations.

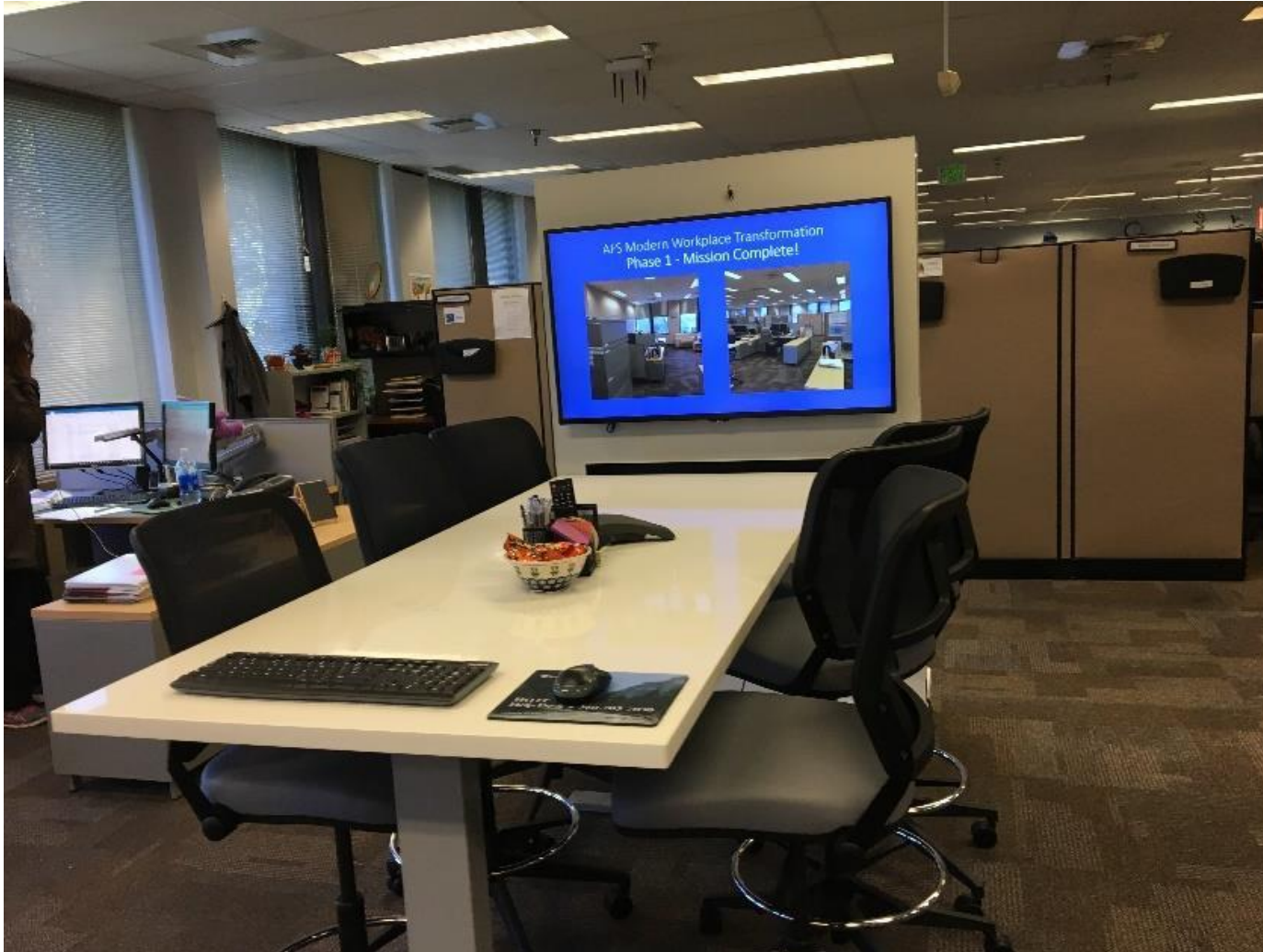
Remote users workspace



Department of Social and Health Services

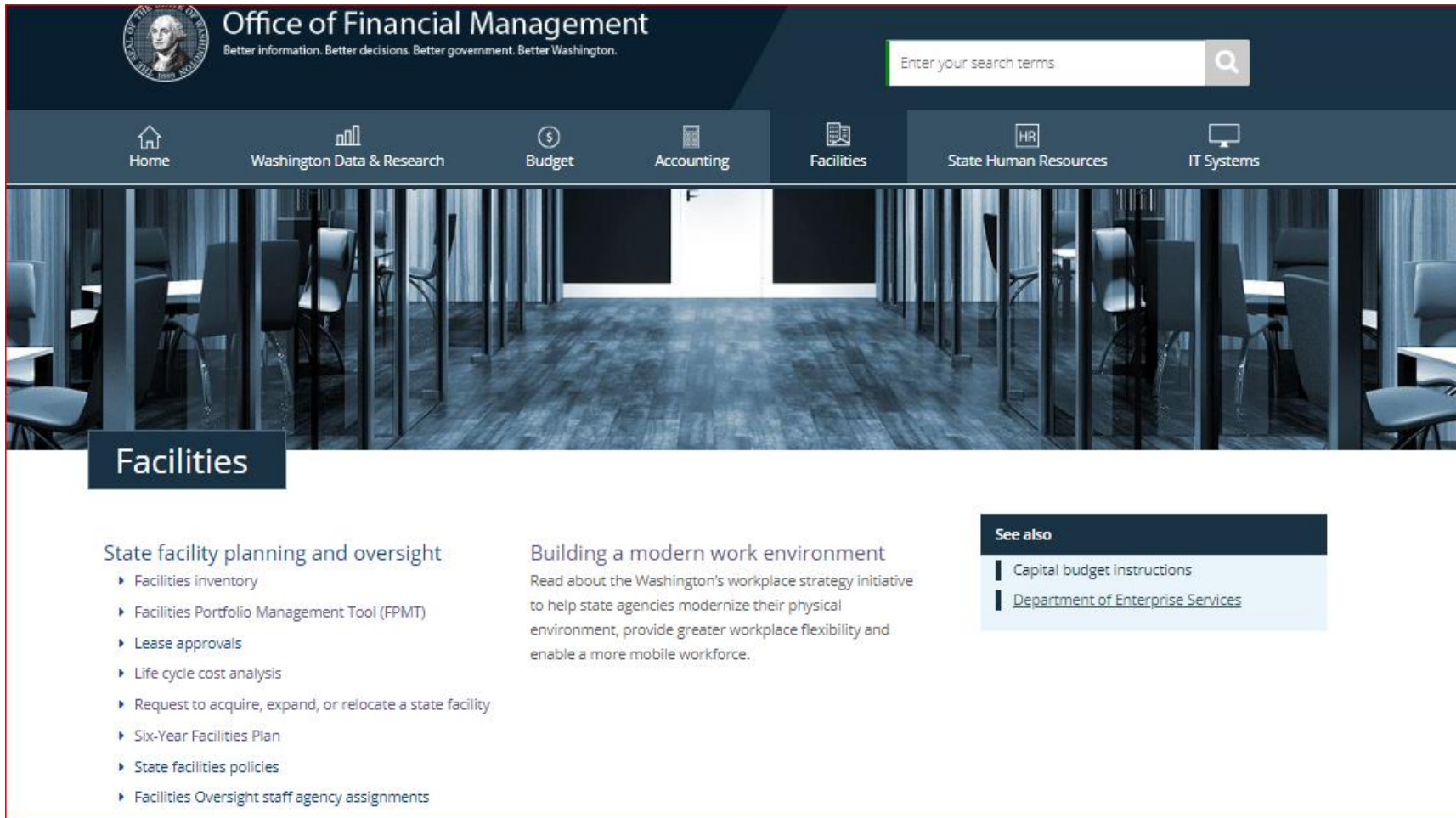
Remote user is a user who is occasionally (one to four days per month) in the facility.

Remote users workspace



Washington State Department of Transportation

More Information at: ofm.wa.gov/facilities



The screenshot shows the Office of Financial Management website. The header includes the state seal, the text "Office of Financial Management" with the tagline "Better information. Better decisions. Better government. Better Washington.", and a search bar. A navigation menu below the header contains icons and labels for Home, Washington Data & Research, Budget, Accounting, Facilities, State Human Resources, and IT Systems. The main content area features a large image of a modern office interior with glass-walled meeting rooms. Below the image is a "Facilities" section with two columns of content. The left column is titled "State facility planning and oversight" and lists seven items. The right column is titled "Building a modern work environment" and contains a paragraph. A "See also" box on the right lists two links: "Capital budget instructions" and "Department of Enterprise Services".

Office of Financial Management
Better information. Better decisions. Better government. Better Washington.

Enter your search terms

Home Washington Data & Research Budget Accounting Facilities State Human Resources IT Systems

Facilities

State facility planning and oversight

- ▶ Facilities inventory
- ▶ Facilities Portfolio Management Tool (FPMT)
- ▶ Lease approvals
- ▶ Life cycle cost analysis
- ▶ Request to acquire, expand, or relocate a state facility
- ▶ Six-Year Facilities Plan
- ▶ State facilities policies
- ▶ Facilities Oversight staff agency assignments

Building a modern work environment

Read about the Washington's workplace strategy initiative to help state agencies modernize their physical environment, provide greater workplace flexibility and enable a more mobile workforce.

See also

- ▶ [Capital budget instructions](#)
- ▶ [Department of Enterprise Services](#)