

State Facilities Quarterly

"Provide and protect public assets"

Official Newsletter of the National Association of State Facilities Administrators

An organization of planning, development, operations and maintenance officials

Annual conference set for Overland Park

The 16th Annual Conference & Trade Show in Overland Park, Kansas will continue NASFA's Trade Show tradition, providing a plethora of informative topics about facility management. During June 21-25, state facility professionals and corporate attendees will exchange information regarding topics pertinent to facility management.

Topics range from: alternate project delivery, strategic facility planning, integrated facility management, product fraud, mold prevention, acquisition and construction practices, securing funds, real estate, bid responsibility, and quality im-

provement, among others.

The hot topic of homeland security will discuss power-grid independence, mitigation of building vulnerability, as well as a beneficial roundtable discussion.

Highlights include a tour of the Kansas Speedway and tour of the SPRINT Campus. A "city within a city," the SPRINT campus has emerald lawns and a high-tech conference center. The tour will focus on energy management for over 240 acres.

The SPRINT campus tour allows only a limited number of attendees and requires pre-registration

online at www.nasfa.net.

Annual events such as the Parade of Sponsors and Parade of Exhibits will allow attendees to converse with corporate representatives. This event has consistently improved relationships between state and corporate attendees.

An awards banquet June 24th will honor Innovations Award winners, Executive Committee, and notable individuals for their service to NASFA throughout the year.

If you have any questions about the Conference and Trade Show, visit www.nasfa.net.

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Three NASFA members retire

Three active NASFA members recently retired from state government.

NASFA's 1999 President will retire as Director of Real Property Management Group on February 26, 2003.

Richard E. Thomas served as NASFA's Secretary/Treasurer as well as Eastern Regional Vice-President.

After completing his graduate degree from Rens-

selaer Polytechnic Institute, Thomas worked in an engineering firm for 14 years and began working for the state in 1979 as the Senior Building Project Manager.

He is planning to relax, play golf, and enjoy his two homes with his wife in Florida and Cape Cod, Massachusetts.

Though his hobbies will keep him busy, he may try some part-time

consulting work.

John Butler announced his retirement effective January 24, 2003. At the time of his retirement, John was serving as the Executive Secretary of the Georgia State Financing & Investment Commission (GSFIC) and the Director of its Finance Division. John has been a major supporter of NASFA over the years and participated

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We'd love to hear from you!

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Tom Sandretto
NASFA 2002-03
President

"NASFA is one such tool to stay abreast of the trends and momentum in our industry. NASFA provides the networking of members as a tool to meet those challenges that the dearth of revenues cast upon the various states."

—Thomas Sandretto,
2002-03 NASFA
President

President's Letter

Undoubtedly many of you are preparing for the upcoming legislative session. Most states are facing the effects of the recession upon revenues and assuredly, if you have not already been asked to do so, you will be asked to do more with less once again. Budget cutting quickly turns to the usual cast characters, those with the high profile of perceived extravagance. They are out-of-state travel, training, dues and subscriptions, vehicle and equipment replacement, and deferring maintenance. We have expended enormous amounts of time explaining why deferring vehicle and equipment replacement and maintenance are penny-wise and pound-foolish. I would venture to advocate that cessation of travel, dues, subscriptions and training is also a self-defeating endeavor. These are the tools that bring us new ideas. These are the ways we learn of best practices and what works well for others.

NASFA is one such tool to stay abreast of the trends and momentum in our industry. NASFA provides the networking of members as a tool to meet those challenges that the dearth of revenues cast upon the various states. And let's face it, infrastructure will always be last in line in the competition for resources. I have often been quoted that the next

time I see a crowd of sign-waving protestors on the State House lawn, advocating more money for facilities, will not be the first time. Thus it becomes doubly important to maintain your ties with an organization such as NASFA where we can pool our resources and work on solutions to our common problems. I urge all of you to resist the so-called easy budget cut and preserve your ability to continue your search for knowledge.

As proof that NASFA continues to work for you, you need only observe the traffic of information sharing each day on the listserv. I also remind you that the document library is still available and awaits your perusal. Additionally, NASFA will soon release publications on Commissioning of Buildings and CM/GC Guidelines for Public Owners.

Your NASFA committees have been hard at work as well. The communications committee brings you this newsletter, the listserv and the Web site. Without stealing their thunder I can tell you that they will soon announce something special. The recognition committee has put out its last call for the Innovation Award and ensuring that your affiliation and your contributions to NASFA are rewarding. The membership committee is placing extra effort to maintain our member

state and corporate affiliate numbers. Each month, they add more although the recession has had an impact on our numbers. The education committee is hard at work and will bring you a great conference and trade show in Overland Park, Kansas. This conference will be special for a number of reasons—the site itself and the nearby SPRINT facility will prove amazing and breathtaking. But, I wish not to steal their thunder either.

Lastly, the special projects committee will present you with the publications and guidelines previously mentioned and their work with NCSBCS, the Owners Alliance, definitions, CSI, TISP and everything else that comes their way. These folks are truly dedicated to our industry. They are putting in extra effort so that the rest of us can take advantage of their labor and solve the problems we individually face in our home states.

This quarterly will feature articles on telecommuting and other ways to make government buildings more efficient. Enjoy and support your organization!

Thomas Sandretto (VT)
2002-03 NASFA President

NASFA holds its first virtual conference

By Laurel LaFramboise

On November 13th & 14th NASFA hosted its first virtual conference after the NASFA eastern regional meeting was canceled due to state travel restrictions.

NASFA member VFA offered free use of its Webex account, which provides visual presentations over the Internet while connected in a teleconference. Over 100 people attended the free conference over two days.

Topic matter consisted of how virtual technology affects facility managers. Cynthia Froggatt, author of *Work Naked: Eight Es-*

ential Principles for Peak Performance in the Virtual Workplace and principle of Froggatt Consulting has more than 15 years of experience advising Fortune 500 companies on aligning their workplace strategies with their business plans.

The use of instant surveys of the audience was very interesting. She described why our organizations need to embrace the reality of virtual work and how our corporate culture must change to do that effectively.

Stewart Sonnenfeldt, VP of Webex Business & Corporate Development, demonstrated how Webex worked via Videocam.

The second day was on facilities security with the same format.

The conference was easy to set up and most conference attendees were delighted with the ease to log on and communicate without any previous use of Webex or similar technology. With states looking to stretch their budget dollars, and travel becoming more tedious due to congested highways/airports, we're going to be seeing a lot more of virtual conferencing in the government workplace. Are your facilities set up with that in mind?

Check out more information about the virtual conference at www.nasfa.net. Webex information can be found at www.webex.com.



Three NASFA members retire

(Continued from page 1)
in Southeastern States Conference on Construction and Capital Outlay (SSCOCA) which has become the NASFA Southeast Regional. John has served on several NASFA committees, notably the newsletter, and has provided financial and moral support for all of NASFA's efforts.

John plans to enjoy his retirement with his children and grandson on Lake Altoona, just north of Atlanta. John has set his retirement goal to visit every single casino in the US.

After thirty years with the State of Missouri, Dave Schwaller will be retiring from full time work with the Office of Administration, Division of Design & Construction. Dave started with Design and Construction as a Capital Improvements Project Manager then for ten years headed up the Special Projects Group. In Special Projects, his duties included: energy audits, power plant analysis, life cycle cost and other mechanical system analysis were conducted along with implementing energy related capital improvement projects.

During the past decade,

Schwaller managed the Design Services Branch, then Energy and Review Services. Dave will be coming back to work part-time for Design & Construction after retirement.

Over the years, he has written three technical energy related articles. Presently, he is a member of NASFA's Commissioning Guidelines committee and has also made several presentations over the years at the Great Plains Meetings throughout the Midwest.

If you know of an active NASFA member retiring, please contact Marcia Stone at mstone@csg.org or at 859.244.8181.



Dick Thomas (NY)
will retire
February 26, 2003.



John Butler (GA)
retired January 24, 2003.

WSDOT: Building bridges (and tunnels and highways) of data across Washington State

By Leigh Calabrese-Eck

The Washington State Department of Transportation (WSDOT) is responsible for maintaining 7,000 miles of highways and 3,300 bridges and tunnels, including the longest and widest of the world's first floating bridges. With the state divided into six distinct regions, the agency needed to coordinate these areas to ensure that support facilities and services, which by definition, bridge these various regions operate as a unified system.

A Statewide Initiative

“Our agency is involved in the initiative to improve quality in state government,” says Tom Kuchman, WSDOT System Administrator. True to this mission, he evaluated and tested more than 20 different CAFM systems.

Kuchman envisions extending an integrated system to the state's six regions for use in daily facilities management processes. “If we can do some of the data loading work upfront, when we release it to the regions it

will already be populated with current information,” he says. For example, there are approximately 8,000 pieces of equipment inventoried in the system. Kuchman wisely believes that the regions shouldn't have to repopulate their own databases when the information already exists in WSDOT's system. “We're currently developing SQL scripts that will export data to other department systems that need our inventory data on sites and buildings,” he says.

Another goal is to have various facility functions, such as work orders, on one unified system throughout the state. To start, 100% of on-demand and preventive maintenance performed in the state of Washington's Department of Transportation will be loaded.

A CMMS Team comprised of regional representatives meets monthly to develop a statewide process that will ease the system's deployment. “The plan is to start by rolling out the project to the Eastern Regions crew personnel,” says Kuchman. “When we're confident that everything works as planned, we'll switch everyone in that region from the test server to the production server, and continue de-

ployment with the remaining regions.” Meanwhile, WSDOT is also defining work processes and developing training materials that will be distributed once the system is up and running.

WSDOT maintains this radio tower.



Better Decision-Making Tools

Given a bird's eye view of regional inventory and activity, WSDOT can more strategically determine space needs. For example, accurate statewide inventories of road maintenance equipment help the facilities department design housing that can accommodate it. Plus, the agency will be able to better compare management processes at each of the six regions, address any issues, and allocate funds accordingly.

WSDOT has also used a Strategic Master Planning application to project costs based on square footage standards for a project in Vancouver, Washington. “We came up with three space budget setups to compare the costs of three different occupancy sce-

narios at a new facility,” says Kuchman. “After evaluating the scenarios, we determined that the ideal solution would be for our department to occupy the new facility along with county personnel, allowing us to share common spaces and reduce costs.”

To date, the biggest benefit Kuchman and his group have realized is more of that precious resource called time. “We've seen tremendous time-savings when it comes to collecting and reporting information,” he says. “In the past, we had to manually pull this data together from multiple sources, analyze it, and then format it into the appropriate report. It's a more efficient process, and we can concentrate on what we do best—analyzing the data to see how it affects overall operations.”

For more information, contact Leigh Calabrese-Eck at (617) 227-2508 x515 or at leigh_calabreseeck@archibus.com.



This shed stores sand for maintaining safe conditions on icy roads.

Virginia contracts with IBTS

By William W. Scott, P.E.

Virginia's Division of Engineering and Buildings (DGS) has entered into an "on call" contract with the Institute for Building Technology and Safety (IBTS). IBTS is a non-profit government-controlled 501(c)(3) public service entity established by the National Conference of States on Building Codes and Standards (NCSBCS) in conjunction with the National Governor's Association (NGA) and the Council of State Governments (CSG). Its mission is to lessen the burdens of government and to enhance regulatory efficiency by providing state agencies and public bodies with technical, ADP and administrative services which support state building code and public safety needs.

Based on the charter and organization of IBTS, state agencies may obtain its technical services on a "government to government" basis, which in many states allows negotiation and direct contracting with IBTS, as needed, and without going through the typical procurement process that involves an exhausting RFP process or competitive bidding. Virginia's Division of Engineering and Buildings, the building official for all

construction on state owned property, recognized the need to periodically increase its capability to review plans and inspect construction projects as the workload fluctuated. Virginia contracted with IBTS to provide these services on an "on-call" basis, which is proving economical and mission-enhancing to both organizations, as it allows the Division to supplement existing staff and obtain necessary expertise efficiently and economically because IBTS is not-for-profit. Thus, the Division is able to avoid the pitfalls of staffing up when the workload skyrockets and maintain that staff and office space during the dry periods. An unexpected bonus is that cities, towns, counties and school boards in the Richmond 'capital' area will be able to 'piggyback' on the Division's effort through executing individual contracts.

IBTS is searching the ever-changing field for areas in which it may provide services to federal, state and local governmental entities. IBTS might turn to NASFA members for expertise in topics not currently in the IBTS package and to place its professional personnel with NASFA members as workload fluctuations warrant such short term transfers. Thus, the flow of work can be in either direction.

For a complete descrip-

tion of their services and for more information, go to www.ibts.org.

If interested, contact the Ashok K. Goswami, P.E., COO, at (703) 481-2001 or at agoswami@ibts.org.

Bill Scott, P.E. (VA) is the Division's Capital Outlay Review Manager & Chief Engineer.

Contact Bill at 804-786-6292 or at bscott@dgs.state.va.us.

Using technology to optimize space usage

By Leigh Calabrese- Eck

Times of fast growth, mergers, or consolidations demand flexible space solutions. Luckily, with the help of technological tools, you can improve space efficiency and evaluate the true costs associated with space usage, making the most of what you do have.

For agencies trying to reduce the amount of space they use, a facilities management solution can help identify ways to maximize resources. For example, when one facilities management department responsible for over 2 million square feet realized it needed to conserve space, it altered the office spaces in a 300,000 square foot building. The department added a significant amount of usable space without changing the building's gross square footage.

Energy expenses have decreased, and the vacated facilities can even be leased to other tenants.

Space optimizations tools can also accommodate temporary and part-time office assignments. Meanwhile, automatic chargeback features eliminate the frustration of seeing booked space go unused. Chargebacks promote accountability among employees and departments, permitting accurate charge to temporary or part-time employees for their use of space and amenities.

Hoteling technologies are an excellent way to ensure successful space-sharing initiatives:

- * Reserve space for a duration of time
- * Schedule amenities, such as desks, chairs, and information technology for the employee temporarily using space
- * Calculate accurate chargebacks based on space usage
- * Strategically plan for future space acquisitions or disbursements
- * Ensure that furniture, equipment, and supplies are always available during relocations
- * Assign costs based on equipment usage

For more information, contact info@archibus.com or call (617) 227-2508.

Welcome NASFA 2002-03 Corporate Affiliates!

Don't miss the Spring Issue of *State Facilities Quarterly* to see highlights of the following NASFA Corporate Affiliates:



- Einhorn Yaffee Prescott, Architecture & Engineering, P.C.
- Gilbane Building Co.
- Interface Flooring Systems, Inc.
- ISES Corporation
- ManTech Security Technologies

3D/ International

3D/I is one of the leading architecture firms for commercial real estate development, government entities, and institutions. With twelve locations, they offer capabilities in program management, interior design, graphics, procurement, construc-

tion management, and environmental services.

Willing to take responsibility for the construction and design process, 3D International wishes to deliver well-designed, well-engineered environmentally-sensitive buildings at a guaranteed cost.

Their values are consisted of: integrity, collaboration, excellence, dedication, profit, innova-

tion, and growth.

For more information about 3D/I, visit their Web page at www.3di.com or contact Carl Rabenhardt at (713) 871-7014 or via email at crabenhardt@3di.com.



Adams Consulting Group (ACG) is a leader in educational facilities management and engineering. Unlike larger,

less specialized firms, The Adams Consulting Group brings clients an in-depth understanding of higher education, attained from more than a decade of exclusively working with colleges, universities, and other educational facilities.

For more information

about Adams Consulting Group, visit their Web page at www.adams-grp.com or contact Matt Adams, at (888) 887-9995 or via email at matt@adams-grp.com.



ARCHIBUS, Inc. is the #1 global provider of facilities management and infrastructure management solutions and services. The ARCHIBUS/FM solution enables organizations to make informed strategic and business decisions that

optimize ROI, lower asset life cycle costs, and increase enterprise-wide productivity and profitability.

Headquartered in Boston, Massachusetts, ARCHIBUS, Inc. has pioneered automated facilities management techniques since 1982.

For more information about ARCHIBUS, Inc.,

visit their Web page at www.archibus.com or contact Leigh Calabrese-Eck at (617) 227-2508 or via email at Leigh_CalabreseEck@archibus.com.

Corporate Affiliates Continued...

Turner

Turner Construction Company is celebrating its 100th anniversary, Turner is recognized as a leader in its industry from Preconstruction Consulting to a Multiple Building Program.

Turner delivers its services in a number of different ways, each dependent upon the needs and ex-

pertise of its clients. Regardless of the type of service provided you can be sure of the quality and professionalism of its staff.

Their position and strength provides additional value to their clients. Turner has nearly a century of experience in building almost every kind of structure and has long been recognized as a leader in the commercial construction sector.

For more information on Turner Construction Company, visit www.turnerconstruction.com or Gary Swidorski at (404) 504-2722 or at gswidorski@tcco.com.

Congratulations, Lamar!

The Construction Specification Institute (CSI) recently announced that Lamar Hol-



land (GA) will be receiving the Institute's Citation at the CSI show for his work on the Georgia Statewide Construction

Manual. The event will take place during the Honors and Awards Gala on Friday, April 11 in Chicago, Illinois. NASFA salutes Lamar for a job well done.



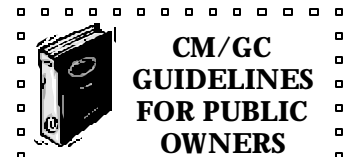
FAMIS Software, Inc. is the developer of FAMIS, a world-class Enterprise Facilities Management system. Founded in 1982, FAMIS Software (formerly Prism Computer Corporation) provides software products and services

to help organizations maintain and operate facilities assets, manage space, and control capital projects.

Headquartered in Irvine, California, FAMIS Software is the first software company to develop and deploy 100 percent Internet-enabled enterprise, facilities-based, software,

which addresses the spectrum of facilities management responsibilities.

For more information visit www.famis.com or contact Nadiah ALBadri at (949) 553-6546 or at nadiah.abadri@famis.com.



CM/GC GUIDELINES FOR PUBLIC OWNERS

NASFA and the Associated General Contractors (AGC) have produced a publication to establish guidelines for a system of construction management (CM) commonly known as CM/GC. CM/GC is a construction project delivery system that combines the skills and services regularly marketed by two types of construction firms: agent and at-risk construction managers. For only \$30.00, these AGC-NASFA Guidelines outline the CM/GC selection process and the best practices for a public owner to consider when using this project delivery method. Buy it today at www.nasfa.net!



VFA provides facilities Capital Planning and Management Solutions, combining innovative business and technology practices for better return on capital reinvestment into multiple-building property portfolios.

VFA has pioneered a web-based solution to facilities lifecycle management; a solution that combines superior technology with a proven business methodology to help organizations manage their capital investments. VFA provides a complete range of soft-

ware and consulting services that address the needs of professionals involved with facilities management.

For more information visit www.vfa.com or contact David Raffin at (617) 772-8132 or at draffin@vfa.com.



**2002-03 NASFA
Communications Committee**

Don Manes (AR), Chair

Martin Grossman (AK)
Russ Katherman (MT)
Laurel LaFramboise (VT)

Marcia Stone, Association Manager
Alecia Lohaus, Editor

Your ideas and topic suggestions for *State Facilities Quarterly* are welcome at all times and will be invaluable to other state facilities managers. Please send information about studies, new projects, legislation, etc. to the NASFA staff at nasfa@nasfa.net.



2002-03 NASFA Executive Committee

President	Thomas Sandretto (VT)
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Recognition	Barbara Schilling (KS), Chair
Site Selection (2004)	Vacant
Special Projects	Gary Grimes (KS), Chair

Formed in 1987, the National Association of State Facilities Administrators is an organization that brings together state officials involved in the planning, development, operations and maintenance of state facilities.

Annual dues entitle your state to select the individuals you want to be involved with the association. All facility administration personnel can access the information network, receive the newsletter and other mailings, and attend the association's annual meeting. Many states have elected to divide the membership fee among several departments interested in active membership.

Corporate affiliates may obtain membership for several benefits to excel your company over other corporate facility professionals, through access to state membership directories and via networking at the 16th Annual Conference and Trade Show in Overland Park, Kansas. For more information on membership and the upcoming Trade Show, please visit www.nasfa.net.

The deadline for the spring issue of **State Facilities Quarterly** is April 11, 2003.
Contact Alecia Lohaus at alohaus@csg.org or at 859.244.8121 for more details.

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