

## Response to Questions on the FY 2018 Budget

**Request By:** Supervisor Herrity

**Question:** What is the target square foot per employee ratio for County administrative office buildings? Do currently occupied (leased and owned) office buildings meet these standards? Please limit this analysis to administrative/office buildings (not fire and police stations, school, etc.)

**Response:** The size of the offices and workstations at the new Public Safety Headquarters (average useable square feet per employee) is the new standard for all new administrative office building construction and for existing building office spaces as they are renovated. The Public Safety Headquarters building provides an average Useable Square Feet (USF) per employee of 174 square feet. The workstations are 64 square feet and most offices are 100 square feet however, management offices may vary in size from 120 to 180 square feet.

The following chart provides the USF per employee at the seven major administrative buildings, both owned (Government Center, Herrity, Pennino and South County Government Center) and leased (Heritage II, Heritage III and Centerpointe) by the County, for 2016 and 2017. The USF per employee for existing office buildings has slightly been reduced since 2016 due to workstation and office reconfigurations. FMD continues to reduce workstations and office spaces in the most cost effective manner as renovation opportunities arise.

	<b>2016</b>	<b>2017</b>
South County Government Center	147.79	145.39
Heritage II	149.59	149.59
Pennino	175.61	176.07
Heritage III	179.94	174.28
Herrity	183.77	183.77
Government Center	186.32	183.69
Centerpointe	283.35	283.35
<b>Average USF per employee</b>	<b>186.6</b>	<b>185.1</b>