

Real Property Policysite

News and Views on
Real Property and
Workplace Policy

Spring 2001

“Not only does the Navy benefit [from outleasing] but also private industry gains access to unique facilities...”

New Initiative: Navy Innovates with Outleasing Program for Better Asset Management

*Historic former Navy Prison,
Portsmouth Naval Shipyard,
Maine*

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Welcome to the Government of the 21st Century!

Our mission drives us into the 21st century: "The Office of Real Property promotes collaborative and innovative Governmentwide policies, products, and services for real property, the 21st century workplace, and entrepreneurial Government activities." We reach out on a global level to share information on Federal real estate and the workplace with our industry partners and the public through this newsletter and other avenues.

This is the **sixteenth** issue of REAL PROPERTY POLICYSITE, a quarterly publication of the Office of Real Property (MP), Office of Governmentwide Policy, U.S. General Services Administration, Washington, DC, which is led by Deputy Associate Administrator, David L. Bibb. Our newsletter shares the latest information on public and private sector real estate and workplace initiatives, trends, and best practices. We encourage your input. Contact us to let us know what you think, to contribute articles, or to be placed on our mailing list, by contacting the editor, Richard Ornburn, at richard.ornburn@gsa.gov, or (202) 501-2873

WHO DO YOU CALL? Check out our new home page for an electronic version of this newsletter and the latest version -- hot off the press -- of our **Real Estate and Workplace Contacts Directory**. The directory provides you with specific contact and location information to help you find the right people regarding real estate and workplace issues.

www.gsa.gov/realpropertypolicy

New Agency Initiatives

Navy Innovates with Outleasing Authority for Better Asset Management

By Dave Anderson, Naval Sea Systems Command, Dept. of the Navy

What is the Department of the Navy doing to improve the way it manages its real estate assets more effectively? The Naval Sea Systems Command is leading the way by pursuing a program to outlease underutilized real and personal property at NAVSEA installations, under the authority of Title 10 U.S.C. 2667.

The purpose of the program is to provide for more efficient management of NAVSEA shore installation assets. The objective is to reduce the cost of ownership of NAVSEA property through private sector use and maintenance of leased properties. Not only does the Navy benefit but also private industry gains access to unique facilities for purposes of commercial enterprise on a rental basis without having to incur major capital outlays for such facilities.

The program was initiated at Portsmouth Naval Shipyard with the outlease of the former Navy prison building in June 1999. Portsmouth NSY (PNSY) began its outlease program with the identification of a number of underutilized facilities as candidates for outlease to the private sector in the spring of 1998. Subsequently, a team was established to pursue outleases at PNSY. The team was chaired by NAVSEA headquarters and was comprised of representatives from PNSY, Naval Facilities Engineering Command and internal NAVSEA

offices. The team provided coordination for activities of the various offices charged with responsibilities for implementation of the outlease program, i.e.,

environmental baseline surveys, screening of other DOD entities, McKinney Act (homeless) screening, property appraisals, findings of suitability to lease, compliance with local and state environmental rules and regulations, and coordination with the State Historic Office. The Navy issued a notice in the Commerce Business Daily in September 1998 to advise of the proposed outlease opportunity. A

continued on next page

Portsmouth Naval Shipyard Outleasing Project

Portsmouth Naval Shipyard Project Background

- Former 264,308 square foot seven-story prison
- Vacant since 1974 except for temporary storage in lower level
- Historic property
- Lessee plans high-tech office use
- Lessee pays rent, maintenance and utilities

Challenges

- Limited access to shipyard
- Underutilized properties scattered throughout
- Need to avoid competing with local assets

Benefits

- Improve utilization of shipyard property
- Reduce Navy cost of ownership
- Reduce shipyard man-day rate which includes real property overheads
- Stimulate local job market
- Meets Congressional delegation's goal of providing economic off-sets for Navy state-wide drawdowns

New Agency Initiatives

NAVY from previous page

formal solicitation was issued in October 1998. Proposals were received in December 1998. The Navy evaluated proposals and then conducted negotiations with potential awardees through the spring and early summer of 1999. The former Navy prison building lease resulted from the initial effort at PNSY.

This former Navy prison at Portsmouth Naval Shipyard is

currently being outleased as part of the Navy's outleasing initiative under 10 USC 2667. This 264,308 square-foot castle-like building was constructed in 1908, and was the largest poured concrete building in the world at that time. The prison was built to relieve overcrowding in Navy brigs across the country and concentrate wrongdoers into one maximum-security lockup. Once considered one of the toughest penitentiaries in the military, this colossal brig was shut down in 1974.

place that will be attractive to technology company tenants. The property has the potential, when fully developed, of providing employment for hundreds of workers. Consideration for the most part will be receipt of in-kind consideration such as provision of maintenance, repair and improvement of the property, and/or provision of facilities operations support services. At the end of a successful lease, the Navy takes custody of a large, refurbished administrative complex.

The lessee for the prison lease is Seavey Island LLC. The lessee's goal for the property is to develop a unique work-

PNSY has additional buildings, dry-docks, piers and equipment that are available for outlease. The point of contact at PNSY for outleasing opportunities is Mr. Bob Drew at (207) 438-5095, or by email at DrewRE@mail.ports.navy.mil.



The point of contact for opportunities to outlease at other NAVSEA installations is Mr. Stephen G. Hoffman at (703) 602-4364 x 303, or by email at HoffmanSG@navsea.navy.mil ■

New Agency Initiatives

Strategic Planning for Administrative Services Benefits You!

By Shirley Morris, Office of Real Property

GSA Conducts First Ever Strategic Plan Review Study for Administrative Services.....

Should administrative services be included in strategic planning? Who will benefit? Traditionally, in preparing their strategic plans, nearly all Federal agencies have failed to leverage the major investments that they control in their physical assets (such as real and personal property) and other administrative programs. While the strategic and performance plans must necessarily focus on the agency's mission, we believe that people are the most important resource for carrying out missions. The workplace and associated administrative services directly impact the quality of the employees' performance. It is critical that agencies take this into account in the planning process. Agencies may have overlooked major opportunities to improve performance. Also, the aggregation of a huge portion of Governmentwide operations has been disregarded. To better understand the issues, the Office of Real Property's Innovative Workplaces Division launched this initiative to collaboratively identify, examine and promote strategic planning for administrative services for Governmentwide use.

On October 26, 2000, the Office hosted a Strategic Planning Roundtable to discuss current strategic planning practices in GSA, challenges associated with the

current strategic planning delivery, functions, and future directions for administrative services planning for Governmentwide use. The interactive discussion explored the need to include administrative services in the strategic planning process of GSA and other Federal agencies. GSA's Business Line (including the Public Buildings Service and the Federal Supply Service) strategic planning contacts and other key representatives participated. Major presenters included Jack Kelly, Office of Management and Budget (OMB) Program Examiner and Walter Groszyk, Government Performance Results Act (GPRA) Program Coordinator of OMB; Rich Gudaitis, GSA coordinator for GPRA issues; and Jack Lebo of GSA's Office of the Inspector General.

Another major milestone in the Strategic Planning Review Study was convening Federal agencies for a Governmentwide Summit on Strategic Planning to further explore the feasibility of including administrative services components at the strategic planning level. On February 20, 2001, representatives from 12 agencies, including OMB and the General Accounting Office, met to discuss the role of administrative service components in the strategic planning process. David L. Bibb, Acting Deputy Administrator welcomed the delegation of Federal

employees for the three-hour summit. The keynote speaker was Robert Shea, Counsel from the Senate Governmental Affairs Committee. Other speakers sharing best practices, and their topics, were:

- **Dani Brzezinska, Department of Transportation (DOT)** - DOT's organization excellence enablement strategy,
- **Bill Kennedy, Department of Energy** - lessons learned in planning for administrative services,
- **Jeff Zippin, Department of the Interior** - department-wide managing for excellence and accountability with emphasis on being sustainable,
- **Michael Binder, Environmental Protection Agency** - strategic area of human capital,
- **Jack Lebo, Deputy Assistant Inspector General for Administration, GSA's Office of Inspector General (IG)** - IG's third strategic goal to improve the delivery of IT activities, HR support and budget and administrative services, and,
- **Eric Dunham, Director, GSA PBS's Business Measures Division** - linking budget to performance measures.

The participant's feedback on the Roundtable and the Summit were very positive. The Office of Governmentwide Policy's strategic planning team consists of Dee McFadden-Wallace, Luis Medina, Shirley Morris, Patrick Plunkett, and Ray Wynter. You can look forward to hearing more about this important initiative. For more information, you may contact the Project Leader Shirley R. Morris on (202) 501-1145 or by e-mail at shirley.morris@gsa.gov. ■

Facility Security

Federal Real Property Council Meets on Security Issues

By Andrea Wohlfeld Kuhn, Office of Real Property

Federal Real Property Council (FRPC) Chair, David Bibb, hosted over 50 Federal agency representatives at the FRPC meeting on February 28, at GSA. In addition to security challenges, the agenda included briefings on succession planning and Office of Real Property initiatives and legislation.

Security Issues

What is the threat, and where will the next incident occur?

CIA guest speaker Charles Phalen, Chief of Protective Services Group, Central Intelligence Agency (CIA), briefed the Council on the CIA's perspective on security challenges in the U.S. Events in the 1990's such as the Oklahoma City and World Trade Center bombings have made us more aware of our vulnerability and the difficult task of predicting when and where the next incident might be. In response to recent incidents, the CIA has developed physical security standards for new facilities. These standards must follow the intent of:

- The Department of Justice's (DOJ) Marshals study
- Interagency Security Committee (ISC) security criteria
- Department of Defense (DOD) standards

What is the role of the Federal Protective Service?

Mel Basye, Security Division Director, GSA Federal Protective Service (FPS), briefed the Council

on FPS security issues. Again, the Oklahoma City bombing is used as a reference point in security efforts. As a result, the Federal security risk manager (FSRM) was developed as a new type of assessment tool. This provides a building by building assessment in a comprehensive decision process, based on the likelihood of threat occurrence. Education and training requirements for FPS personnel were discussed. A new position, the law enforcement security officer (LESO) was instituted, providing for cross training in law enforcement and physical security and greater visibility of FPS.

Two different types of security services are provided to Federal building tenants:

- Basic protection (includes law enforcement, control centers, criminal investigators, LESO, and physical security activities).
- Building specific (contract security guards, security systems—maintenance, and countermeasures/equipment).

Succession Planning

How can Federal real property managers address succession planning?

In his update to the FRPC, Gary Arnold, Chair of the Succession Planning Working Group, stated that the synergy gained by the various Federal agencies who have been working together has resulted in excellent resources we can all

benefit from. The WG is now developing its final products, which include a website at www.gsa.gov (enter the term "succession" in the search box) and a detachable insert for the summer issue of Polycysite. The website now contains a generic skills set, sample recruitment brochures, links to other agencies, including OPM and GAO, and other working group information. Additional information on recruitment, job series, vacancies, etc. will be added to the website and future Polycysite issue.

Initiatives Updates From The Office Of Real Property

The Office provided the Council with updates on several of its initiatives. Form more information, visit our website at www.gsa.gov/realpropertypolicy to view the FY 2000 Initiatives and Accomplishments for the Office of Real Property.

- **Federal Property Asset Management Reform Act**
- **Strategic Planning**
- **E-RealEstate Initiative**
- **Best Practices in State Governments.** Will analyze best practices and lessons learned at the State level for potential use at the Federal level in an effort to improve real property and workplace management.

Next Focus

The Council will hold a special session in late May or early June focusing on public private partnerships and legislation. The next Council meeting will be scheduled for fall 2001. ■

Electronic Government

Emerging Uses of the Web and Their Applications to Federal Real Estate

By Dennis Goldstein, Office of Real Property

The Office of Real Property is studying how the internet affects real estate in the Federal Government. The identification and cataloging of the applications of electronic commerce in commercial real estate in both the public and private sectors is well underway. The project team will also examine how Federal real property holding agencies are using and managing the internet and intranets. As a part of this research, the project

team will develop a model to identify the level of readiness for web applications in Government real estate organizations and will pilot-test this model with a representative sample of these organizations. We will also present the results of this study to a forum of Federal agencies and private sector organizations.

The review of private sector commercial real estate internet sites has been completed. An interactive

web site has been designed and is now available for use. The site presently includes information on the emerging use of the internet as it relates to real estate, and includes: a catalog of web-enabled software, issue papers, case studies, and related topics. The web site will contain information from international governments as well. For further information, please contact Dennis Goldstein on (202) 219-0608. ■

Find Out More...

To access the Office of Real Property's e-Real Estate website:

- go to www.gsa.gov/realpropertypolicy
- under Offerings, click on e-RealEstate

...to find information on web-enabled software, issue papers, case studies and related topics.

Electronic Government

Advances in Technology Create New Real Estate Risks

From Real Estate Finance Journal, Winter 2001 issue, summarized with permission; by Stan Kaczmarczyk, Office of Real Property

The impact of the information age on real estate far exceeds the basic need to “wire” our facilities. Jean Solomon discusses these emerging issues as part of an article entitled “How is the Risk of Investing in Real Estate Changing,” published in the Winter 2001 edition of the Real Estate Finance Journal. The article recaps the real estate cycle of the past 10 years, assesses the current situation, and discusses new risks to real estate investment, including those created by advances in technology.

Today's real estate market has evolved from a period in the early-to-mid-1990s that was characterized by remarkable returns. Unique investment opportunities presented themselves as the industry recovered from a macroeconomic recession. Resolution Trust Corporation assets, mortgages and other properties in overbuilt markets were purchased at steep discounts to replacement costs. Then, as markets improved, investors “rode the rising tide” of increased tenant demand, harvested their profits and exceeded their investment expectations by having been at the right place at the right time.

Having benefited from this decade of prosperity, real estate markets have slowly grown into a period of near equilibrium in many property sectors. Market data is now plentiful and commercially available from sophisticated real estate

economists. Data on supply, demand, and income growth is tracked and reported on regional markets and submarkets, thereby enabling better informed decision-making by investors and capital sources. Unlike the situation in the early 1990s, capital markets are now more liquid and underwriting is more disciplined. With market equilibrium have also come lower returns on equity for the average deal. As the real estate cycle has moved into a mature phase, the investment risks prevalent during the first half of the 1990s of excessive oversupply of building product and lack of tenant demand, market information, debt financing and liquidity have been replaced by new ones. Some of them didn't even exist in the “old economy.” Most noteworthy are risks created by advances in technology. Some of these risks are:

Complacency on the part of the investor – Technology-related advantages and opportunities associated with the Internet and e-commerce's impact on real estate could be lost to the competition if left unrecognized.

E-commerce – This development has the potential to directly influence those property sectors that will grow and the locations in which they will flourish. To date, e-commerce has affected industrial buildings through automation, commercial buildings through telecommunications and tenant improvement components,

and residential buildings through telecommunications and home offices. Properties with technological features can offer superior competitive leasing and selling advantages in their markets.

Dot-coms – Newly hatched, high tech companies with little or no credit history frequently have the largest incremental requirements for office and industrial space in today's new economy. Their needs are typically immediate, sometimes with a requirement for temporary furnishings and frequently with future plans for growth. Tenants such as these are driving the high-tech markets of Silicon Valley, Silicon Alley (in New York City), Austin, Seattle, Los Angeles, Boston, and Northern Virginia to vacancies below 5 percent and boosting rents to record high levels (well over \$80/sq. ft. in San Francisco and New York). New risks have arisen in underwriting properties with high-tech tenants involving credit, income, vacancies, tenant improvements, and residual value.

Telecommunications – Telecommunications companies, actively in the business of installing high speed Internet cable in office and apartment buildings across the country, are compensating owners for rooftop, riser, and basement spaces that previously had little if any economic value. Additional risks arise around valuing income from and determining payback periods for telecommunications infrastructure. As much as these installations seem like opportunities today, the question investors must consider going forward is whether or not they will remain technologically cutting-edge and retain their value as a source of additional income. ■

Sustainability

Environmental Questions: Who Do You Call in GSA?

Provided by Johanna Roark, GSA Office of Communications

Environmental questions? If you have environmental questions, these people may have the answers. Below is a list of GSA Central Office contacts. And, for a complete list of regional contacts for GSA's environmental programs, please visit www.gsa.gov/planetgsa.

Central Office Contacts for GSA's Environmental Management Programs

Communication: Johanna Roark, Environmental Communications Director, (202) 439-0431

Environmental Champion: E. Tracy Lewis, Deputy Associate Administrator, Office of Enterprise Development, (202) 501-1021

Agency Environmental Executive: Paul Lynch, Assistant Commissioner, Office of Business Performance, (202) 501-0971

Buying Green

• **GSA Buying Green Program:** Tom Daily, Chief, Environmental Programs Branch, Federal Supply Service, (703) 305-5149

• **Governmentwide Acquisition Policy Program:** David Drabkin, Deputy Associate Administrator, Office of Acquisition Policy, (202) 501-1043

Building Green

• **GSA Building Green Program:** Debra Yap, Director, Environmental Business Strategies Division, Public Buildings Service, (202) 501-4373

• **Sustainable Development Program:** Jonathan Herz, Project Manager, Office of Governmentwide Policy, (202) 501-3476

• **Integrated Workplace Program:** Rob Obenreder, Program Manager, Office of Governmentwide Policy, (202) 208-1824

Driving Green

• **GSA Driving Green Program:** William Webster, Director, Fleet Management Division, Federal Supply Service, (703) 305-6278

• **GSA Teleworking Program:** Margaret Higgins, Office of the Chief People Office, Office of Human Resources Policy and Operations, (202) 501-3764

• **Governmentwide Teleworking Program:** Dr. Wendell Joice, Office of Governmentwide Policy, (202) 273-4664

• **Governmentwide Federal Vehicle Policy Program:** John Q. Adams, Acting Team Leader, Federal Vehicle Policy Division, Office of Transportation and Personal Property, (202) 501-0758

Managing Green

• **GSA Managing Green Program:** Debra Yap, Director, Environmental Business Strategies Division, Public Buildings Service, (202) 501-4373

• **GSA Recycling Program:** Rich Casazza, Environmental Business Strategies Division, Public Buildings Service, (202) 501-1116

• **Environmental Performance Program:** Lee Salviski, Environmental Business Strategies Division, Director, Public Buildings Service, (202) 501-0909

• **Environmental Hotline:** Jerry Hefner, Environmental Business Strategies Division, Public Buildings Service, (202) 501-4774

• **Urban Development Program:** Edward Giefer, Policy Director, Center for Urban Development, Public Buildings Service, (202) 501-1881

• **Green Meetings & Events Program:** Mike Ziskind, National Event Manager, Office of Communications, (202) 501-0498

• **Partnering with Businesses Program:** Johanna Roark, Office of Enterprise Development, (202) 219-0965

Saving Green (Energy)

• **GSA Saving Green (Energy) Program:** Mark Ewing, Director, Energy Center of Expertise, Public Buildings Service, (816) 823-2691 ■

Sustainability

New Green Building Nabs High Awards

**By Rebekah Pearson,
Office of Real Property**

Do you think of “green” buildings when you hear the “Chesapeake Bay Foundation?” Well, you should, from now on. The Foundation has just completed its new “green” headquarters in Bay Ridge, MD, near Annapolis.

The Foundation’s new headquarters building is leading the way with the most environmentally-friendly building in the country, since it received the first ever “platinum” rating from the U.S. Green Building Council.

Need ideas for your next “green building?” Check out the article by Adam Katz-Stone in the January 12, 2001, issue of Commercial Real Estate, Washington Business Journal for more information about this innovative, 32,000-square foot

‘Harvesting’ Energy Reduction Through Urban Forestry

by Robert Harding, Office of Real Property

Effective siting of shade trees can reduce energy use for heating and air conditioning buildings, according to a study completed by the Western Center for Urban Forest Research and Education affiliated with the University of California, Davis. According to the study, properly sited trees can reduce temperatures in urban areas by 2-8 degrees Fahrenheit (1-4 degrees Celsius). By reducing energy use, these trees not only reduce demand for electricity, thereby reducing carbon dioxide emissions from power plants, they also remove carbon dioxide from the atmosphere directly.

The Center has studied the costs and benefits of the urban forest in

California cities including Sacramento, Modesto and Santa Monica. The Center worked with the Sacramento Municipal Utility District to evaluate their shade tree program. After analyzing the situation, the Center found that it would be cheaper for the District to plant shade trees than to generate more electricity.

The center is a field laboratory of the Pacific Southwest Research Station of the US Department of Agriculture Forestry Service. For more information, visit the Western Center for Urban Forest Research and Education Web site at <http://wcufre.ucdavis.edu/>. For information on similar efforts by the City of Los Angeles, check out <http://www.greenla.com/tree/tree.htm>. ■

building. With everything from rooftop cisterns to capture rainwater -- to an energy-conserving shading

system -- to composting toilets, the Foundation has just raised the bar for “green” buildings! ■

Sustainable Development Wins Award

The Real Property Sustainable Development Project, submitted by GSA’s Office of Real Property, has been selected as the winner in the Outstanding Sustainable Planning or Design Project as part of the American Planning Association’s Federal Planning Division’s 2001 Awards program. Find out more about this award winning initiative and how it impacts your agency at www.gsa.gov!

The U.S. Green Building Council is the building industry’s only balanced, nonprofit, consensus coalition promoting the understanding, development, and accelerated implementation of Green Building policies, programs, technologies, standards and design practices.

New Regulations

Permanent Law Enforcement and Emergency Management Surplus Programs Benefit Public

By Dan Seay, Office of Real Property

During the 105th Congress, the Federal Property and Administrative Services Act of 1949 (Property Act) was amended to provide temporary authorities for the Administrator of the General Services Administration to make cost-free conveyances of surplus Federal property to support State and local government law enforcement and emergency management response programs, including fire and rescue services. These authorities had an expiration date of December 31, 1999 but were subsequently extended by further legislation. As previously reported in this publication, the authorities are now permanent (Public Law 106-398 (October 30, 2000)).

Based on determinations by the Attorney General or the Director of the Federal Emergency Management Agency that certain surplus property is needed respectively for a law enforcement or emergency management purpose, GSA may convey or transfer it to an applicant with a condition that it be used and maintained for that purpose in perpetuity. Following a conveyance or transfer, GSA is required to determine and enforce compliance with the terms of the transaction.

Since the introduction of these provisions into the Property Act, six properties were conveyed for law enforcement purposes:

- Naval Air Station at the City of Millington, Tennessee (Navy Brig) . Law Enforcement.

- Defense Depot at the City of Ogden, Utah (Bldg. S-43). Highway Patrol.
- Poinciana Naval Air Station at the City of Key West, Florida (building). Police substation.
- Reese Air Force Base, City of Lubbock, Texas (Building. #76, 24,234 square feet, and 1.5 acres). Law Enforcement.
- U.S. Army Garrison Fitzsimmons at the City of Aurora, Colorado (12 buildings., 4 parking lots, outdoor courts associated with the Gymnasium and 10.3 acres). Law Enforcement.

continued on next page



Find Out More...

...about no-cost surplus property conveyances for law enforcement and emergency management purposes and Public Law 106-398 by accessing our website at:

www.gsa.gov/realpropertypolicy

New Regulations

EMERGENCY MANAGEMENT *from previous page*

- Naval Reserve Center at the City of Huntsville, Alabama (3.21 acres). Law Enforcement.

Property at six other Federal sites is presently being evaluated for similar transfer or conveyance.

Three properties were conveyed for emergency management response purposes:

- March Air Force Base, Riverside County, California (41 acres with a fire station, fire training simulation props and a canine

training site). Riverside County Fire Department.

- Huntsville Navy and Marine Reserve Center, Huntsville, Alabama (3.2 acres with a 23,000 square foot building and an administration and training building). City of Huntsville.
- Ft McClellan, Anniston, Alabama (1 acre with a fire station, administration building, warehouse, and vehicles and equipment). City of Anniston.

Property at three other Federal sites is presently being evaluated for similar transfer or conveyance. ■

Find Your Real Property Regulations on the Web

If you are looking for the latest real property laws, orders or regulations, delegation of lease acquisition authority, smoking regulations, antenna siting policy or other real estate related material, check out our website at www.gsa.gov/realpropertypolicy. The Office of Real Property provides the latest information and data on Federal and commercial real estate, the workplace, Federal real property inventory, our real estate initiatives, and related services here for our customers. Check it out! ■

GSA-Issued Real Property Policies Easy to Use

By John Thomas,
Office of Real Property

As part of GSA's regulatory improvement initiative, Final Rule FMR Parts 102-71 to 102-82 was published in the Federal Register on January 18, 2001, and became effective on January 18, 2001. FMR Parts 102-71 to 102-82 describe the current real property policies applicable to GSA and Federal agencies to whom GSA real property authority has been delegated. The policies contained in this rule reflect the way that real property operations are currently conducted and these policies have been separated from their procedural components resulting in a more efficient and easy to understand regulation.

This new regulation, written in plain language, enables the Government to focus on implementing statutory requirements, Executive Orders, and Governmentwide policies rather than on detailed operating procedures. Also, this regulation represents the first time in 29 years that all real property policies can be found in one document. It is available on our website at www.gsa.gov/realpropertypolicy. For further information, please contact John D. Thomas on (202) 501-0365. ■

GSA Headquarters Building

Telework Cause Advanced in Federal Government

By Billy Michael, Office of Real Property

Congress works with Agencies to implement telework in Federal Workplace.

On February 13, Congressman Frank Wolf (R-VA), Congresswoman Connie Morella (R-MD), Congressman Jim Moran (D-VA), Congresswoman Shelley Moore Capito (R-WV), and aides for Tom Davis (R-VA) and Steny Hoyer (D-MD), met with officials of Federal Departmental (Cabinet-level) agencies, the U.S. Office of Personnel Management (OPM) and the General Services Administration to discuss the new telework law, Section 359, Public law 106-346, enacted by Congress and signed by the President on October 23, 2000.

The law states that: "Each executive agency shall establish a policy under which eligible employees of the agency may participate in telecommuting to the maximum extent possible without diminished employee performance. Not later than 6 months after the date of the enactment of this Act, the Director of the Office of Personnel Management (OPM) shall provide that the requirements of this section are applied to 25 percent of the Federal workforce, and to an additional 25 percent of such workforce each year thereafter."

In the meeting, Congressman Wolf made several points:

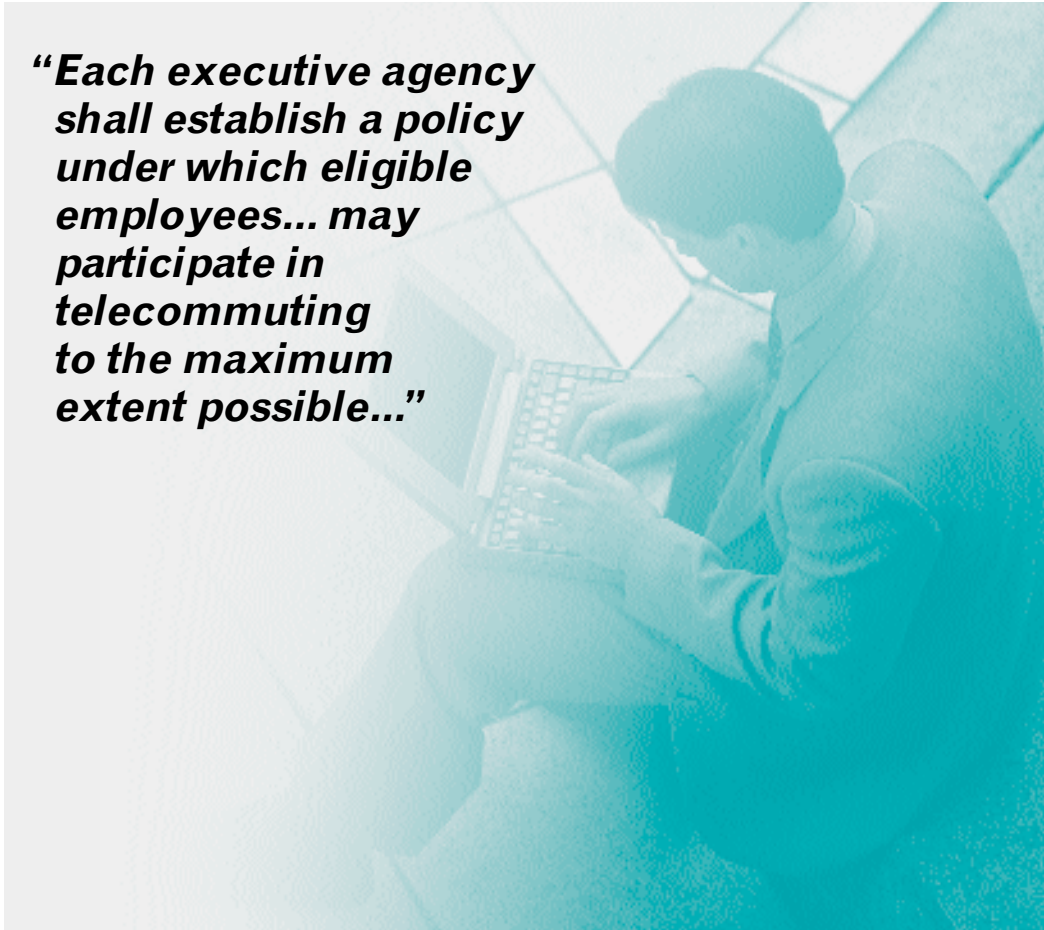
1. The new law means that eligible Federal employees must be allowed to telework.

2. OPM should provide a framework for determining the meaning of eligible, provide a training conference for managers, and a means for counting the number of Federal teleworkers.

Congressman Wolf said that he wants to meet with the next Director

of OPM to push the importance of fully implementing the intent of this law. He also indicated that he plans to send a letter to Federal agency heads to assert the points made above. In response to some concerns from the audience, Congresswoman Morella stated that she plans to hold oversight hearings on the progress of fully implementing this legislation and indicated some interest in asking the General Accounting Office to assess the matter.

Contact Billy Michael, Office of Real Property, on (202) 273-4663 for more information on GSA's telework program. ■



"Each executive agency shall establish a policy under which eligible employees... may participate in telecommuting to the maximum extent possible..."

Telework

What is the Spouses Telework Employment Partnership (STEP)?

By Glenn Woodley, Office of Real Property

GSA Office of Real Property telework expert is Chairman of SPOUSES TELEWORK EMPLOYMENT PARTNERSHIP (STEP)

In 25 years.....About 100 million U.S. workers, well over half the country's workforce, will telecommute at least one day a week. Many will telework full-time. For millions, the idea of a central office and routine hours will be alien. (Kiplinger Report)



The Office of Real Property has a major role in the interagency, public/private task group called the SPOUSES TELEWORK EMPLOYMENT PARTNERSHIP (STEP). Glenn Woodley of the Office of Real Property serves as the chairman of STEP. Before this task group was organized, the initial idea for the initiative focused on improving employment opportunities in the private sector for spouses of military service members through the use of teleworking.

The genesis of the initiative was the observation by General Joseph Barnes, Army Judge Advocate General's (JAG) Office, that spousal employment concerns were major factors in his inability to retain lawyers, legal assistants, and clerks in the JAG office. General Barnes began informal discussions with GSA's Office of Real Property (Glenn Woodley and Dr. Wendell Joice) to explore the use of teleworking to expand employment

opportunities for military spouses. The Office reviewed the initial proposal and prepared a more comprehensive proposal in May 2000. The current STEP concept paper includes proposals for:

1. Shared employment database,
2. Resume database,
3. Partnerships with government agencies with deployable missions,
4. Partnerships with private businesses, associations, and foundations,
5. Recommended equipment, tools, and facilities for beta testing,
6. Marketing and outreach efforts, and
7. Recommendations for enabling legislation and government/private sector funding.

Since most private and public sector organizations are faced with the same retention dilemma, the current task group now includes officials of DOD; State Department; National Guard Bureau; GSA's Federal Technology Service; Booz, Allen, Hamilton; and the Creative Learning and Information Network (CLIN). Other agencies such as the Department of Commerce, Department of Agriculture, and several private businesses with deployable missions have expressed an interest in joining the group.

The task group has now expanded its focus to encompass: "Portable Careers, Remote Training, and Telework for the Spouses of Federal Employees and Military Personnel." The group has met each month since August 2000 and has produced the following:

continued on next page

Telework

STEP from previous page

1. A White Paper outlining the issues, organization and support requirements, and goals and objectives of the group,
2. An information paper outlining the role of distributive training and teleworking technology in the initiative,
3. Marketing and outreach brochures, flyers, and briefing materials, and
4. Proposed beta-testing sites at eight locations in the U.S. and Europe.

Members of the group have shared information about the initiative with many private businesses and public sector organizations at job fairs, conferences, and seminars in:

1. Woodbridge, VA,
2. San Diego, CA,
3. Orlando, FL,
4. Fairfax, VA, and
5. Washington, DC

Members of the group have begun briefing officials at the:

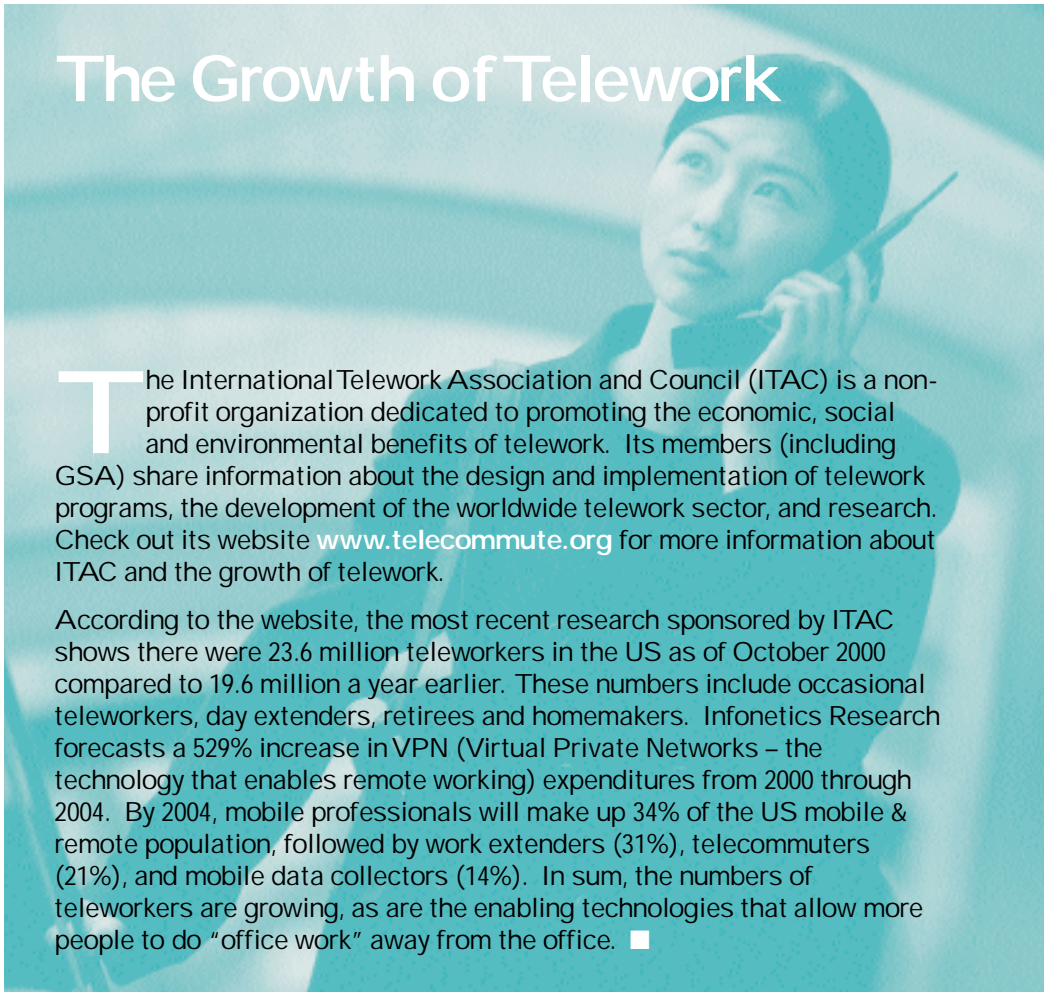
1. Chamber of Commerce,
2. Office of Personnel Management,
3. Department of Defense,
4. National Guard Bureau,
5. Department of State, and
6. GSA – Federal Technology Service

The task group is seeking to gain acceptance from the new

The Growth of Telework

The International Telework Association and Council (ITAC) is a non-profit organization dedicated to promoting the economic, social and environmental benefits of telework. Its members (including GSA) share information about the design and implementation of telework programs, the development of the worldwide telework sector, and research. Check out its website www.telecommute.org for more information about ITAC and the growth of telework.

According to the website, the most recent research sponsored by ITAC shows there were 23.6 million teleworkers in the US as of October 2000 compared to 19.6 million a year earlier. These numbers include occasional teleworkers, day extenders, retirees and homemakers. Infonetics Research forecasts a 529% increase in VPN (Virtual Private Networks – the technology that enables remote working) expenditures from 2000 through 2004. By 2004, mobile professionals will make up 34% of the US mobile & remote population, followed by work extenders (31%), telecommuters (21%), and mobile data collectors (14%). In sum, the numbers of teleworkers are growing, as are the enabling technologies that allow more people to do “office work” away from the office. ■



administration leaders at the Department of Defense, State, and the National Guard Bureau before pursuing formal agreements with private businesses. However, the following companies and/or organizations have already expressed an interest in expanding telework and/or employment training opportunities for spouses:

1. Perot Systems, Inc.,
2. Marriot Corporation,

3. CISCO, Inc.,
4. Home Depot, Inc.,
5. Career Development Corporation,
6. Competitive Edge Services, Inc.,
7. American Logistics Association, and
8. University of Maryland in Europe

It is anticipated that the STEP initiative will be in the formative stages for two/three years before gaining full executive, legislative, and private sector acceptance. For more information contact Glenn Woodley on (202) 273-4667. ■



Integrated Workplace

World Class Workforce Group Visits World-Class Companies

By Rob Obenreder, Office of Real Property

Examining cutting edge workplaces that are focused on attracting and retaining good employees was the purpose for a visit to the Raleigh/Durham North Carolina area in January 2001 by the World Class Workforce Group (WCW). The group visited some of the hottest companies in the nation, including three listed in Fortune Magazine's top 100 best places to work: Nortel Networks (No. 100), the SAS Institute (No. 6), and Cisco Systems (No. 3).

The group also visited Capital Strategies, a growing public relations and marketing firm, and toured the nearly completed research labs for the Environmental Protection Agency. The Office of Real Property organized the tour for the General

Services Administration's (GSA) executives who are examining the role of the workplace in helping GSA bring new talent to the agency.

Through in-depth discussions with workplace experts and facility tours, the WCW group was exposed to the varied workplace strategies that these companies are using to support the corporate culture, affect employee performance, help further corporate strategy and success, and differentiate themselves from their competition. Nortel focuses on small individual workstations supported by numerous special shared and communal spaces and a large telework program to keep space per person to a minimum while fostering a community spirit. Cisco prides itself on an egalitarian

approach to workspace that focuses on providing the best technology tools and lab space while providing uniformly sized, bare-bones workstations for all staff, including management. SAS offers private offices for each employee in more lavish corporate facilities, and provides many perks such as a health club, low cost day care and free medical services. Capital Strategies uses their cutting-edge, high-tech workspaces to increase collaboration across company services and project a contemporary image to their clients.

All the companies recognize that the workplace is important to their corporate strategy and their employees. They know that challenging work and a good work environment lead to satisfied employees that are more productive and more likely to stick around for the long haul. And that translates into lower operating costs and higher profits. Contact Rob Obenreder on (202) 208-1824 for more information. ■

Integrated Workplace Pilot Will Be Showcase

The Office of Real Property office space in the historic General Services Headquarters Building at 1800 F Street NW, in Washington, DC, is being redone. The new space will incorporate the Integrated Workplace process and principles, as defined in "The Integrated

Workplace" guide (check www.gsa.gov/realpropertypolicy for details). Approximately 7,500 square feet of space on two floors, phased over at least two fiscal years will be done. The goal of this project is to improve the Office of Real Property's work environment to support its business processes, and foster

productivity, collaboration, and communication. It will also act as a showcase for the Integrated Workplace process and principles, as adapted to an historic office building site. For more information, contact Jonathan Herz, project manager, on (202) 501-3476 or jonathan.herz@gsa.gov. ■

Integrated Workplace

Consortium Charts New Workplace Industry

By Mike Atkinson, Office of Real Property

Traditional business models and organizational structures are changing dramatically, and changing the idea of place in the process. As the workplace evolves into a mix of "physical" place and "cyber" place, this is generating an entirely new industry to provide such a place.

GSA's Office of Real Property and the Research Office of the Public Building Service (PBS) are jointly partnered in a new multi-sponsored Research Study aimed at understanding the emerging new Workplace Industry. Led jointly by the Gartner Group and the Massachusetts Institute of Technology, GSA is a full participant with over 20 other sponsors in this Collaborative Learning Project.

Study began in July 2000 with an analysis of the flux/instability of current workplace industry structures and business models and explorations of future development. The traditional notion of "organization" is fracturing. Purpose is the new glue. Therefore, cooperation among institutional, industrial and governmental sponsors is organized to support both learning and innovation. This collaboration is intended to generate findings on each of the following objectives (and their related focus):

1. E-Business implications for workplace making (Business Model and Overall IT Impact).
2. Workplace space and cyberspace design (Customer Needs).
3. New Service Offerings and Outsourcing (Services).

4. Organizational Trends (Supply).

5. Performance Metrics (Performance).

The research has led to development of scenarios for enterprise-wide workplace and workforce strategies dealing with both impacts and opportunities for key industry players. Emerging models particularly focused on electronic business impacts to corporate Real Estate, Human Resource, and Information Technology, and their virtual integration into effective new business models, is a key component of the study.

A consortium web-site fosters daily/weekly collaboration and contributions by all participants. Also, bi-monthly audio-conferences have discussed: "The New Synergy:

People, Systems, Settings" which charted work moving from production-oriented tasks to knowledge-rich processes where work, systems and settings shift from being place-centric to being person-centric; and "The Agile Workplace," which deals with concept modularity and design rules.

The consortium plans additional electronic and personal conferences and topic workshops to generate more detailed observations and develop issues and definitive positions. At the end of one year, the consortium will publish findings on each of their objectives. GSA will share these findings with the Federal real property community.

For more information, contact Michael Atkinson at 202-219-0843. ■



Best Practices

GSA Seeking State Governments' Best Practices

The Office of Real Property is conducting a new study to ascertain how States are addressing real property and workplace issues. Topics include the following:

- Sustainability
- Greening
- Alternative Office Environments

- Integrated Workplace
- Workplace Amenities
- E-Commerce
- Succession Planning

The intent is to translate best practices and lessons learned at the State level to the Federal government, international govern-

ments, and across states for possible use and adaptation in improving real property and workplace management.

The study will be completed and the report distributed in 2001. For more information or to participate in this study, please contact Andrea Wohlfeld Kuhn on (202) 208-1237 or andrea.kuhn@gsa.gov. ■

GSA Increases Awards for Real Property Innovators!

By Reza Motamedamin, Office of Real Property

GSA is proud to continue its tradition of honoring "the best and the brightest" in Federal real property policy and management practices by announcing its Call for Entries for the 5th Annual GSA Achievement Award for Real Property Innovation. Give us your innovators as candidates for the 2001 awards

which can cover any area – from real property management to acquisition, construction, sustainable development, renovation, disposal, security, planning, integrated workplace, and telework.

New for this year's awards ceremony is the amount of cash awards for this

year's winning entries. GSA will present a minimum of two cash prizes for \$5,000, for an individual entry, or \$10,000 for a team entry of 2 or more. An independent panel of public and private industry experts will judge the entries. The Call for Entries application information and form are available on our website at: www.gsa.gov/realpropertypolicy and may now be submitted electronically for the first time. The deadline for entries is June 15, 2001. Contact Pat Rubino at (202) 501-1457, or via e-mail at pat.rubino@gsa.gov for more information. ■

Planning

New Maritime Federal Facilities Council Explores Partnerships

The Maritime Federal Facilities Council (MFFC) met February 21, 2001 to finalize the Memorandum of Understanding that formally establishes the group. The purpose of the MFFC is to ensure that the planning, design, construction, operation, and divestiture of maritime port of entry facilities occurs in a cooperative, efficient, and cost-effective manner. The MFFC will explore partnership opportunities for consideration and possible implementation. The MFFC is in the process of developing a port pilot study to familiarize themselves with common issues amongst the member agencies and to examine areas for sharing resources and improving service to their customers.

The formation of the MFFC is a direct result of the Governmentwide Real Property Information Sharing (GRPIS) Program's study regarding the Puget Sound, WA Federal community. For more information contact Gary Jordon at (202) 501-1219 or Bob Harding at (202) 501-1411. ■

"GRPIS" Continues Its Success

The success of the Office of Real Property's Governmentwide Real Property Information Sharing (GRPIS) Program continues with studies recently completed in the Kansas City and Cincinnati areas and coordination with local Federal agencies to establish local real property councils. GRPIS encourages Federal real property professionals within a community to network and share information with

one another to improve Federal real property asset management.

For those Councils already established, their Spring quarterly meetings are scheduled as follows:

Federal Real Property Forum – New England – March 14 (completed), Volpe National Transportation Systems Center (DOT), Cambridge.

New Mexico Property Council – April 17, Albuquerque Job Corps Center, 1500 Indian School Road, Albuquerque.

Puget Sound Real Property Council – April 19, NOAA Western Administrative Center, 7600 Sand Point Way, NE, Seattle.

Arizona Property Information Forum – May 24 at the IRS Building, 210 E. Earl, Phoenix.

South Florida Governmentwide Property Information Council has not yet been scheduled.

Please check the GRPIS Website (<http://policyworks.gov/org/main/mp/grpis>) for more up-to-date information on the program. ■

Cincinnati (Ohio) skyline at night

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