

Authorizing The Adoption Of Workplace Design Space Standards For New Construction And For Major Renovations Of County Buildings Based On The Recommendations Of C & S Engineering Facility Management And Development Program

The Building Utilization Committee (Chairman R.A. Parete and Legislators Loughran, Lomita, Donaldson, Harris, and Ronk) offer the following:

WHEREAS, C&S Engineers, Inc. completed the Technical Report for Updating Facility Standards and recommended that Ulster County adopt the GSA standards in “Facility Standards for Public Buildings Service” for application on future renovations and construction, and

WHEREAS, Ulster County has guidelines for Office Space Standards that were suggested by Mr. Herbert Hekler in October 1985 for the renovation of the County Office Building and those guidelines need to be updated, and

WHEREAS, C&S Engineers, Inc. report, the “Technical Report for Updating Facility Standards has been filed with the Clerk of the Ulster County Legislature; they recommend that the new standards become the official guidelines for any renovations and new construction as per Section 3.2 “Space Standards” – the GSA recommend reducing the number of different types of office spaces; the model office technology seeks to support three primary goals: build up the team by breaking down physical barriers to communication, maximizing flexibility to gather teams based on tasks instead of departmental origin, and improving productivity by maximizing open office space, and

WHEREAS, the recommended space standard from the “Technical Report for Updating Facility Standards”, Section 3.2 “Space Standards” is shown below:

The following table identifies the recommended space standard for Ulster County based on GSA guidance.

Function	Type of Space	Size
Office for Legislative Chairman, County Clerk, Treasurer, Sheriff, Judges, District Attorney, County Administrator, and Commissioners	Enclosed office	240
Enclosed Office, all other (10x12)	Enclosed Office	120
Office area, generic workstation (8x8)	Open Office	64
Team area, table and chairs	Open/ semi-open	120
Conference room, large	Enclosed room	400
Conference room, medium	Enclosed room	300
Conference room, small	Enclosed room	200
Break area	Open / closed	50

These recommended standards reduce the number of different types of office areas. The executive level office gets larger to align with Department of Defense guidance on executive level office space.

Resolution No. 288 September 10, 2008

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WHEREAS, the Building Utilization Committee has met and reviewed said request with a majority of the member voting approval.

RESOLVED, that the Ulster County Legislature adopts the GSA Space Standards as guidelines (not entitlements) for the design and construction of space in new construction projects and major renovations of existing space, and

FURTHER RESOLVED, the language in the recommended space standard table which appears in the body of this resolution would be amended to reflect the Ulster County Charter (i.e. Treasurer and County Administrator would be updated to Finance Officer and County Executive),

and moves its adoption.

ADOPTED BY THE FOLLOWING VOTE:

AYES: 30 NOES: 0
(Absent: Legislators Aiello, Kraft and Stoeckeler)

FINANCIAL IMPACT:
NONE

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