P100 - Training

2021

The Facilities Standards for the Public Buildings Service
Steering Committee Q&A
Lance Davis
Sustainable Architect
P100 Program Manager
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1. **Purpose**
   1.1. This Manual of Procedures defines the organizational structures and procedures that will be used for the drafting, editing, updating, reviewing, and issuance of the PBS-P100, “Facilities Standards for the Public Buildings Service”

2. **Scope**
   2.1. Committee structures, authorities, responsibilities, processes, and budgetary activities are defined and specified.
   2.2. Procedures for receiving, tracking, and responding to comments from sources both internal and external to GSA are specified.
   2.3. Procedures for producing and editing P100 technical content are described.
   2.4. Approval processes are specified.

3. **Steering Committee**
   3.1. **Sponsor**
       3.1.1. The P100 Steering Committee is sponsored by the Chief Engineer in the Office of the Chief Architect (OCA).
   3.2. **P100 Program Manager**
       3.2.1. The Chief Engineer appoints a P100 Program Manager who is a voting member. The program manager shall have a single vote even if performing more than one membership responsibility.
P100 Changed to Performance Based Requirements
- Previous versions were predominantly prescriptive

P100 Update
- Significant update
- Reduced the document by 30 pages (10%)

Appendix Review
- Developing deliverable requirements for four delivery methods

Future P100 Updates
- 3 year cycle
- Addendums as needed

Annual P100 Updates
- Clarified requirements
- Included new Legislative and Executive requirements

P100 Addendum
- Full update not required, addendum was published
- Incorporated P100 Cost Study savings, reducing costs by 14%

P100 Update and New Deliverables
- Redesigned
- User friendly deliverable matrix
P100 Annual Revision and Publication Process

Submit Changes

- August 1: Submit Complete P100 Change Request Form to P100 Program Manager

2 months

Technical and Steering Committee Review, Approve Changes

- October 1: Technical Committees Review, Recommend and Forward to Steering Committee for Approval. P100 Program Manager Facilitates

3 months

Stakeholder, Business Line, Region Review

- January 1: P100 Program Manager Facilitates. Substantial Changes are Re-routed to Technical and Steering Committees for Review and Approval

2 months

Issuance

- March 1: Legal and Leadership review the changes, approve, and issue the P100.

2 months

- April 30:
P100 Change Request Call Distribution

External Stakeholders (via email)
- Industry Organizations: e.g. AIA, ASHRAE, USGBC, DOE Labs
- Design/Construction Firms: e.g. HOK, SOM, ZGF, Davis, Clark
- Manufacturers: e.g. Haworth, Phillips, York
- Interested Parties: e.g. IAPMO, Bird Conservation

GSA (via email)
- Office of Design and Construction - CO & Regional
- Facilities Management
- Regional SME’s
- OGP - OFHGB
Questions

Type your questions in the chat box