



Daily Occupancy Data

A More Efficient Way to Right Size Your Space

Background and Benefits

Through strategic partnership with PBS, federal agencies have had success in shrinking their real property portfolio by targeting buildings with vacancies or high utilization rates. These efforts have reduced vacant space, but did little to address how to effectively use occupied workspaces. PBS' analysis of an agency's daily occupancy data can identify additional reduction opportunities while making recommendations for designs that best reflect how office space is truly used.

Much like the private sector, the federal workplace is changing with increases in collaboration, virtual teaming, and telework. To better measure how this change impacts space utilization and to inform activity-based design, both private industry leaders and PBS have been analyzing daily occupancy data. This information reveals how a workspace is utilized on a daily basis and helps to identify workplace trends that can lead to significant cost and space savings.

PBS has begun collecting daily occupancy data from our customers and through physical access control (PAC) systems to plan and develop significant consolidation projects and create spaces that promote collaboration, enhance productivity, and maximize the efficient use of space.

What is Daily Occupancy Data?

Daily occupancy data measures how densely a space is being used by counting the total number of employees in the building or space on any given day. Measuring utilization more frequently through daily occupancy data allows agencies to make more informed decisions to consolidate or reduce space or adjust the rate at which they expand their office space footprint.

For example, agencies may have space in which every seat is assigned, but actually have low utilization because employees are often working off-site. With daily occupancy data, PBS can better plan and develop spaces that are the ideal size and configuration for an agency's mission and workforce.

Why is PBS Analyzing Daily Occupancy Data?

The federal workplace is changing and our offices and workspaces should reflect the needs and behaviors of the workforce. Daily occupancy data reveals how workspaces are truly used and provide agencies with the opportunity to right-size facilities for teams that are increasingly collaborative, flexible, or virtual. Analyzing this data allows PBS to identify space savings through activity-based design, which can increase collaboration, employee engagement, and productivity while maximizing the efficient use of space. Analyzing this data also allows PBS to identify space savings projects in the upcoming fiscal years.



What Information Does Daily Occupancy Data Collect?

In simple terms, daily occupancy data shows how many individuals are working in a facility on any given day. In order to properly analyze daily occupancy data, agencies can provide PBS with total number of seats, headcount, and occupancy details for a given space or area. Building entry and exit data can also be collected from existing PACs in certain locations.

Daily occupancy data does not include any Personally Identifiable Information (PII). The data PBS collects and analyzes only includes anonymous building entry information over a selected period of time.

Saving Success Through Daily Occupancy Data

An analysis of daily occupancy data allowed GSA to successfully consolidate 2,000 people from six leased locations in the Washington, DC metro area to our headquarters building. This effort reduced our DC footprint by 40 percent and resulted in:

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| 350,000 Reduction Rentable Square Feet | \$24 Million Saved Annual Rent |
| \$6 Million Saved Annual Admin Costs | 50% Reduction Energy Consumption |

The consolidation effort took current and future mission needs into consideration. Even after combining GSA's Washington, D.C. workforce, the headquarters building still has an additional 30% capacity to allow for further planned consolidations to house a total of over 6,000 occupants to include the entirety of GSA's National Capital Region workforce.

For More Information

To learn more about the Consolidation Fund Program or begin a project submission, contact your agency's regional or national customer lead.