



## Client Enrichment Series – Q & A



**Topic: New Tools for the New Workplace**

**Presenters: Charles Hardy, Ryan Booth, Jonna Larson, Samantha Cioffi, Jennifer Feliciano, Valerie Butler**

**Date of Presentation: October 26, 2023**

**Presentation Recording - [link](#)**

([https://www.youtube.com/watch?v=l\\_ub7WIMFoE&list=PLvdwyPgXnxxXtIR2I3cSAtkf9h32UI3r5&index=1&t=8s](https://www.youtube.com/watch?v=l_ub7WIMFoE&list=PLvdwyPgXnxxXtIR2I3cSAtkf9h32UI3r5&index=1&t=8s))

**Workplace Tools Resources:**

[www.workplace.gsa.gov](http://www.workplace.gsa.gov) - our Workplace solutions landing page, with all offerings

**Workplace Innovation Lab (WIL)**

Overview - [Workplace Innovation Lab](#)

Make a Reservation: [reservations.wil.gsa.gov](http://reservations.wil.gsa.gov)

Book a Tour: email us at [wiltour1800F@gsa.gov](mailto:wiltour1800F@gsa.gov)

WIL Concierge: email us at [wilconcierge@gsa.gov](mailto:wilconcierge@gsa.gov)

**Coworking**

Federal Coworking - [Federal Coworking](#)

Commercial Overview - [Commercial Coworking Overview](#), [Jan 2023 CES Session Slide Deck](#), [Recording](#), [Fact Sheet](#) and [Q&A](#)

**Inventory of Owned and Leased Properties (ILOP)**

Overview - [ILOP](#) and [Map Tool](#) - [ILOP Map Tool](#)

**Workplace Engagements**

Overview - [Workplace Engagement Services](#)

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**Q1. I don't want to work out of the space, but I'd love to come take a tour with a few of my team. How can I set that up? (I'm local, in Alexandria, VA)**

- A. Part of the current lab is sunsetting by the end of November, 2023. Beginning in December, the lab will feature only one wing as we are working towards a new iteration in another part of the building, which is set to open in the spring/summer, 2024. Please schedule a tour before



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November 24, 2023, to see the entire lab before part of it is decommissioned. You can make a tour reservation by accessing [reservations.wil.gsa.gov](https://reservations.wil.gsa.gov) OR to book a Tour, email us at [wiltour1800F@gsa.gov](mailto:wiltour1800F@gsa.gov).

### **Q2. What reservation application are you using at the WIL ?**

A. GSA is utilizing PlaceOS to support WIL reservations.

### **Q3. How long will the WIL be shut down for reconfiguration/redesign?**

A. The WIL opened in January 2023. Currently, GSA has three wings in the lab and those three wings will be open until the end of November 2023. Due to a building restacking, in December 2023, GSA is shrinking the WIL and will be decommissioning two of the wings. However, one wing in the current lab will remain open through June 2024. GSA anticipates expanding the lab and opening a second wing on a different floor in the late spring/early summer 2024. Information about the WIL can be found at:

<https://workplace.gsa.gov/offerings/innovation-lab>

Please visit GSA's website to stay informed on any changes or updates.

### **Q4. Can a coworking site be visited for a tour as well?**

A. Yes! Please complete this [Federal Coworking intake form](#) to request a tour at one of our six pilot locations.

### **Q5. How are Coworking sites determined?**

A. GSA looked at our existing regional office buildings and evaluated them based on available office space, proximity to mass transit, IT resources, support staff available, and ease of navigation. The six prototype sites chosen are hopefully just the beginning.

### **Q6. This list of coworking sites has grown considerably since I last checked. Where do you maintain the list?**

A. You can see the addresses for each of our Federal Coworking locations on our website - <https://workplace.gsa.gov/offerings/federal-coworking/>

### **Q7. How is the pricing structured for an organization to utilize a coworking site?**

A. The coworking program is offered at no cost to the agency through FY24 to allow GSA to gather required data and develop a final offering for customer agencies. However, we do ask for feedback from agencies and coworkers in the program. The coworking program, in its current



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developmental phase, is structuring a billing and pricing model that will be applicable in the future and is advantageous to the government.

### **Q8. Are there any Secure Federal coworking spaces?**

- A. Not at this time, but we are currently exploring the possibilities of secure federal coworking spaces and may develop an offering in the future.

### **Q9. Why would these spaces ever require a charge to use? The comments made on these spaces sound like the space is "free for now." Why would it not be free for employees?**

- A. GSA is required to charge for furnishing space and services under 40 U.S.C. § 586(b) at rates that approximate commercial charges for comparable space and services. GSA uses these rates to recoup its costs associated with these spaces (including security, internet, utilities and facility maintenance). There are also costs associated with supporting the actual space, such as for concierge services and printers. Once the developmental phase of GSA's coworking program has concluded and GSA has created a billing/pricing model for federal coworking, customer agencies will be required to pay for their use of coworking space and services.

### **Q10. Does GSA have data on the cost savings from employees working from home?**

- A. The real cost savings of telework comes from real estate reductions. GSA is working with agencies to determine how to optimize occupancies where appropriate in order to realize these reductions. Offerings like the WIL show us what spaces of the future can look like and where agencies may need to invest in technology. In addition, solutions like coworking will allow the government to drastically reduce its real estate portfolio while also maximizing flexibility.

### **Q11. Will GSA take on new federal organization leases for existing/new buildings that are not in the GSA inventory, or are all new leases being guided towards the inventory or federal coworking?**

- A. Per the Federal Management Regulation, the government must first utilize space in Government-owned and Government-Leased buildings. If existing space cannot accommodate an agency's mission specific needs, then GSA will look at new lease options. Through our [Occupancy Planning and Requirements Development process](#), we will work with customers to identify the right strategy for the government in meeting workspace needs.

### **Q12. How do I find possible GSA available meeting space for large meetings and training events of up to 100 participants in Las Vegas, NV? Due to the 5170 Conference Spending requirements, we cannot rent/lease meeting space. Space for some training events needs to be "government" space.**

- A. You can use these GSA links to search for space that meets your needs: [Meeting and Event Space](#) and [Federal Meeting Facilities](#)



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**Q13. Is there someone I could talk to about how GSA is managing their space, as far as tools, for space management? Not sure if you are even doing that. Tools that you may use to manage "who" is in the space, on each floor, in each building, to that detail, is what I would like to discuss if there is someone there that handles that.**

A. Please reach out to Valerie Butler [valerie.butler@gsa.gov](mailto:valerie.butler@gsa.gov)

**Q14. How often is the IOLP updated?**

A. The IOLP is updated weekly on Friday.

**Q15. Are TI Allowances available for IOLP?**

A. TI allowances are provided on a case by case basis depending on funding availability. Funding discussions can be discussed directly with the region once a space opportunity has been identified.