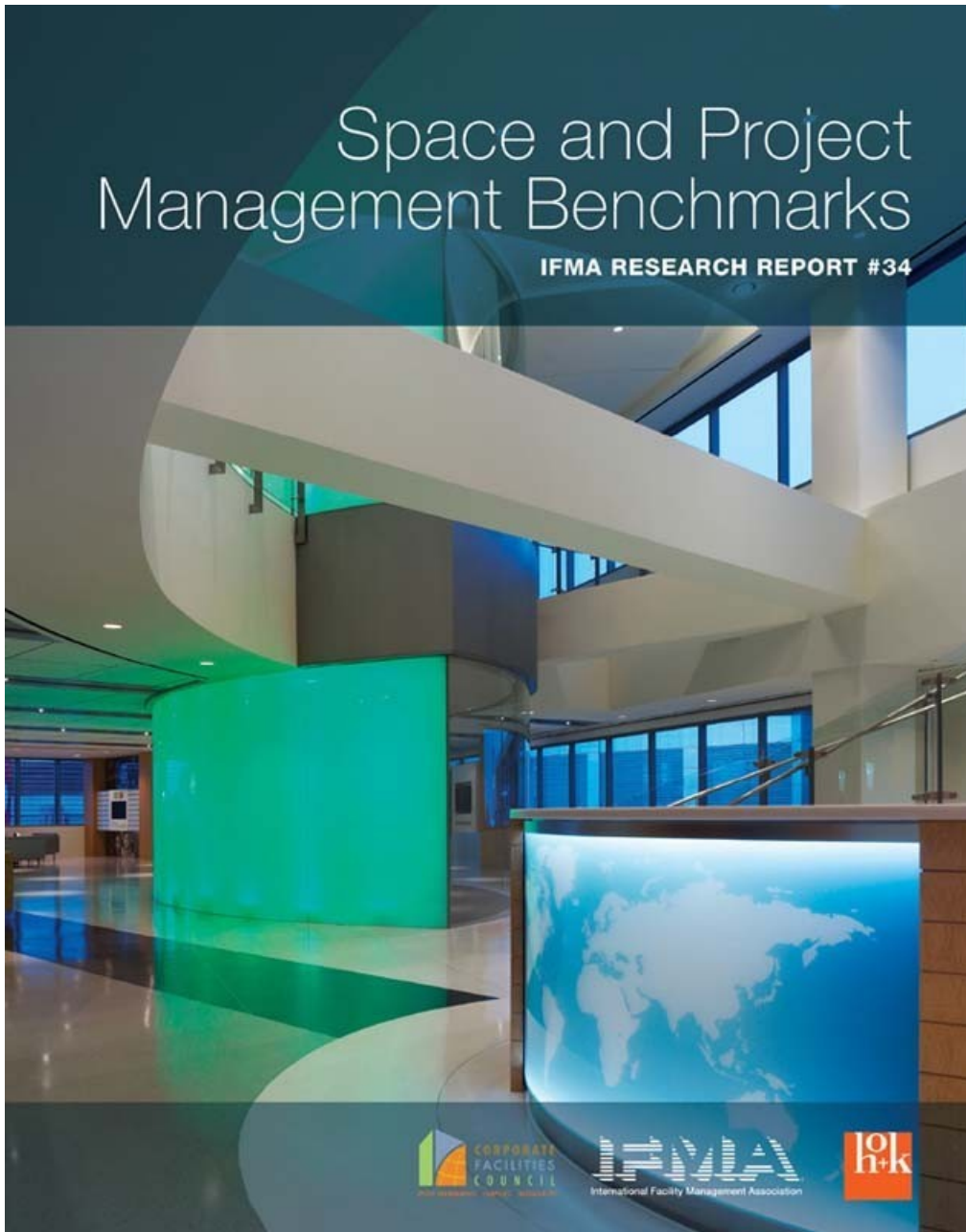




RESEARCH

## ***IFMA's New Space and Project Management Benchmarks***



**The International Facility Management Association has released a new research report. *Space and Project Management Benchmarks* provides data on current costs and best practices associated with office space, churn, furniture acquisition and project management.**

HOK was a key sponsor and leader of this benchmarking survey, which was distributed to IFMA members. The final report provides data from more than 400 companies.

The report has six sections:

1. Description of Participant Organizations
2. Size of Facilities and Space Per Occupant
3. Space Planning and Allocation
4. Moves and Furniture
5. Computerized Facility Management
6. Project Management



One key finding was that the trend in office space over the past two decades has been toward **smaller individual workstations**. Factors such as layoffs and stagnant hiring, mobile work options and the growth of collaborative space can mask this change by increasing the total amount of space per person available in the office. Other factors influencing this trend include changes in culture driven by a younger workforce, an increase in the number of companies offering distributed workspace strategies and new technology such as flat screens that require less desk space.

“Over the past decade, senior level managers have given up a lot of space, mostly to accommodate additional collaborative space,” said Earlywine. “Many have surrendered their large private offices altogether. That trend is leveling off. Today, we’re seeing cutbacks — albeit smaller ones — more frequently in space allocated to mid-level and support staff. The only areas in which we’re still seeing overall addition to space is in collaborative and multi-functional spaces.”

Other key findings include:

- Thirty percent of respondents say their organizations have plans to **expand**, 53 percent have no plans for expansion and the remaining 17 percent plan to contract space.
- Sixty percent of companies now have documented **space standards**. Thirty percent have no written standards and 10 percent assign space on a case-by-case basis.
- Companies are setting aside 13 percent of their project budgets for **energy/sustainability improvements**.
- Fifty-seven percent of respondents are selecting construction providers based on the **best value provider from qualified firms**. Nineteen percent are selecting the lowest cost provider.
- Use of **CAFM systems** has jumped 10 percent since 2007. Thirty-five percent of the respondents have either explored or already adopted BIM.

You can purchase the complete *Space and Project Management Benchmarks* research report from IFMA [here](#).