

August 2020

[Director's Message](#)

[5.7 Earthquake Damage and Cost](#)

[New State-wide Space Master Plan](#)

[DFCM Project Highlight](#)

[DFCM's Response to COVID-19](#)

DFCM NEWSLETTER



DIRECTOR'S MESSAGE



It's no secret that the first half of 2020 has been tumultuous.

The 5.7 earthquake and the many aftershocks that followed caused substantial damage to several state-owned buildings. In the hours that followed the quake, our building maintenance group and construction project managers quickly mobilized, assessed the damage, cleaned up the mess, and helped our fellow state agencies get back to work safely.

DFCM has made some changes since COVID-19 reached the State. Shortly after the Stay Home Stay Safe initiative began, DFCM transitioned most office staff to teleworking. Although our maintenance group's function requires them to be on-site, we altered work schedules, implemented social distancing guidelines, and increased the use of PPE to keep people safe. Our budgets were also affected. Some previously funded construction projects were put on hold and a hiring freeze was put into effect until budgets stabilize. But through all the changes, our construction projects have continued and the State's facilities have continued to be maintained. I'm proud of the way that our division has pulled together and worked through this pandemic.

This newsletter details some of the things that we've done in the last few months as well as some of the things that we're planning to do during the coming year. As we navigate through COVID-19 and reach our new normal as a state, we remain committed to providing professional services to assist state entities in meeting their facility needs for the benefit of the public.

A handwritten signature in black ink that reads "James R. Russell".

James R. Russell
Director

August 2020

Director's Message

[5.7 Earthquake Damage
and Cost](#)

New State-wide Space
Master Plan

DFCM Project Highlight

DFCM's Response to
COVID-19

Earthquake 5.7 DAMAGE & COST

August 2020

Director's Message

5.7 Earthquake Damage and Cost

New State-wide Space Master Plan

DFCM Project Highlight

DFCM's Response to COVID-19

Earthquake 5.7

quake

DAMAGE & COST

On March 18th 2020 at a few minutes after 7:00 AM, a 5.7 earthquake rattled the wasatch front. The epicenter of the event was in Magna, located 15 miles west of Salt Lake City. Since that day the University of Utah seismograph stations have located over 2,270 aftershocks, the largest aftershocks measured 4.6 magnitude. It has been reported that at least 77 historic structures sustained damage during the initial earthquake. We find it remarkable that no major injuries or fatalities were reported during this event.

DFCM's Facilities Group reports that the historic Rio Grande Depot has sustained critical damage with falling plaster, sheetrock and compromised brick walls. The repairs to the building are estimated to cost over \$1.25M. In addition to the Rio Grande Depot, over 25 other state buildings were damaged in the quake. The damage to the other state buildings ranges in size and significance and includes seismic sensor trips on elevators and natural gas lines, sheetrock cracks, fallen light fixtures and ceiling grid failures, damage to supply fans, fire sprinkler leaking, cinder block wall cracks, and racking system damage.

The state-operated liquor stores experienced broken bottles and the Alcohol warehouse had significant loss of product from the racking system damage. Even though damage seems to be more cosmetic, estimated costs already exceed \$2.5M to repair the areas that have been affected. □



The Rio Grande Building, and many other state buildings, sustained substantial damage during the earthquake

August 2020

Director's Message

5.7 Earthquake Damage
and Cost

New State-wide Space
Master Plan

DFCM Project Highlight

DFCM's Response to
COVID-19

NEW STATE-WIDE SPACE MASTER PLAN



August 2020

Director's Message

5.7 Earthquake Damage and Cost

New State-wide Space Master Plan

DFCM Project Highlight

DFCM's Response to COVID-19

NEW STATE-WIDE SPACE MASTER PLAN

Two years ago, DFCM set out to learn how state space was being utilized. Although we knew how many square feet we had, when it was built, and who occupied the space, we didn't know how efficiently the space was being used and how we could better utilize our space in the future. For instance, in an office of 100 people, how many people are regularly coming to work and sitting in an assigned seat five days per week? How many are teleworking, using an unassigned space, or working an alternate work schedule? How big are assigned work spaces? Is collaboration space the right type and size for the teams using it? These questions and many more, lead us to embark on a State-wide Space Master Plan that will enable us to better understand the space we have, how it's being used, and what adjustments we can make to our standard going forward to be as efficient and flexible as possible. And now with the uncertain impact of COVID-19 on the workplace, the space master planning study is all the more relevant and timely.

OUR OBJECTIVE

More than just gaining a better understanding of what type of space we had and how it was being used, we wanted to use the data we gathered to create plans that would allow us to maximize the value we were getting out of every square foot. We started the project with four main objectives:

- ✓ Understand current and future space needs of each agency for the next 10 years

- ✓ Create plans to update space needs based on how work is accomplished
- ✓ Create plans that will reduce the need for new space with a focus on the greater Salt Lake area
- ✓ Create plans that will reduce leased space in favor of state-owned space

OUR METHODOLOGY

We decided to take a phased approach to the project starting with Salt Lake County then gradually moving out to other regions of the state. Each phase contains a data discovery

and scenario development stage before making a final recommendation.

During the data discovery stage, we visited dozens of state-owned buildings, walked each of the floors and took detailed notes about how many workspaces were occupied and how many were vacant, how large they were, and what type of work was being done. We looked at collaboration space, configuration of cubicles and offices, and circulation space. We conducted hundreds of interviews and learned that State of Utah employees want their spaces to contribute to attracting



DFCM offices at the new Taylorsville State Office Building

August 2020

Director's Message

5.7 Earthquake Damage and Cost

New State-wide Space Master Plan

DFCM Project Highlight

DFCM's Response to COVID-19

and retaining top talent. We learned that they value work-life balance, technology integration, and easy access to services. We also learned that state space was being under-utilized and could be used much more efficiently.

Once the data discovery stage was complete, we began developing scenarios to address the deficiencies that we found. We developed our scenarios with four main objectives:

- ✓ Move to less expensive space
- ✓ Reduce vacancy through consolidation
- ✓ Renovate space to be more efficient and effective
- ✓ Improve flexibility through further deployment of the State's new telework program (Utah Works / A New Workplace)

"now with the uncertain impact of COVID-19 on the workplace, the space master planning study is all the more relevant and timely"

SUPPORTING TELEWORKING

Based on employee surveys, focus groups and agency leadership discussions, DFCM has developed three approaches to assist in implementing the Governor's Utah Works telework program: a conservative, moderate, and aggressive approach. Depending on the needs of the agency and the type of work they do, these approaches can be utilized to ensure that employees have the space they need to get their work done as efficiently as possible.

The conservative approach has a target of 1.12 people per 1 desk, the moderate approach targets 1.25 people per 1 desk, and the aggressive approach targets 1.38 people per 1 desk.

In addition to desk sharing, DFCM has developed new allocated office space targets to ensure that offices aren't too large or too small. The conservative target is ~275 GSF per workstation, the moderate target is ~250 GSF per workstation, and the aggressive target is ~225 GSF per workstation. By way of comparison, the current state portfolio is approximately 280 to 300 GSF per workstation.

As we deal with the impacts of Covid-19 on the workplace and enter a "new normal", we will continue to evaluate the effectiveness of the Utah Works / A New Workplace telework program and look to make thoughtful adjustments to meet the State's space master planning objectives. □



Office spaces (above) and a conference room (below) at the new Taylorsville State Office Building

August 2020

Director's Message

5.7 Earthquake Damage
and Cost

New State-wide Space
Master Plan

[DFCM Project Highlight](#)

DFCM's Response to
COVID-19

DFCM PROJECT HIGHLIGHT

August 2020

Director's Message

5.7 Earthquake Damage and Cost

New State-wide Space Master Plan

DFCM Project Highlight

DFCM's Response to COVID-19

DFCM PROJECT HIGHLIGHT

Each year, DFCM oversees the completion of hundreds of construction projects across the State of Utah. Some are large, complex development projects with \$500M budgets and others can be as simple as replacing some fencing at a state-owned facility. No matter the size or scope, all DFCM projects go through a vetting process and only the projects with the greatest need get funded each year. Sometimes, that need is determined by life-safety issues where a building has structural issues and needs repair. Sometimes a system is simply worn out and needs replacing. And other times, DFCM identifies projects that will make a building more energy efficient and save the State significant amounts of money over time.

DFCM's Building Performance Group is a small group of project managers that oversees projects in that last category, energy-related projects that will make our buildings as efficient as possible and reduce utility costs. Building a new facility is expensive, but the amount of money it takes to operate that building for its expected useful life is often times 2 to 3 times the amount that we used to build it. Therefore, ensuring that our buildings are performing as efficiently as possible is critical.

This past year, DFCM's Building Performance Group did a lighting upgrade project at the Matheson Courthouse. Some may wonder why a \$250,000 lighting project was done to a building that was already very well lit. After tracking average utility costs, we realized

that there was a great opportunity to save the State money by upgrading the lighting in the courthouse. DFCM spent \$265,775 to retrofit the building with high-efficiency lighting and saw a \$68,274 savings in the first year! With that kind of savings, the project will pay for itself in just 3.6 years.

The Building Performance Group did a similar project at the Utah State Developmental Center (USDC) where they have seen this kind of savings. They did a lighting upgrade to seven buildings, site-wide retro-commissioning, and an HVAC controls upgrade to one building and they've seen some encouraging results. Over the first 12

months, those upgrades have led to a 14.61% decrease in electricity consumption, a 14.73% decrease in natural gas consumption, and a 15.56% decrease in total utility cost that amounts to over \$106,000 in the first year!

These projects and many other like them are examples of what DFCM is doing to ensure that our state buildings are performing as efficiently as possible. □

MATHESON COURTHOUSE LIGHTING UPGRADE SAVINGS



August 2020

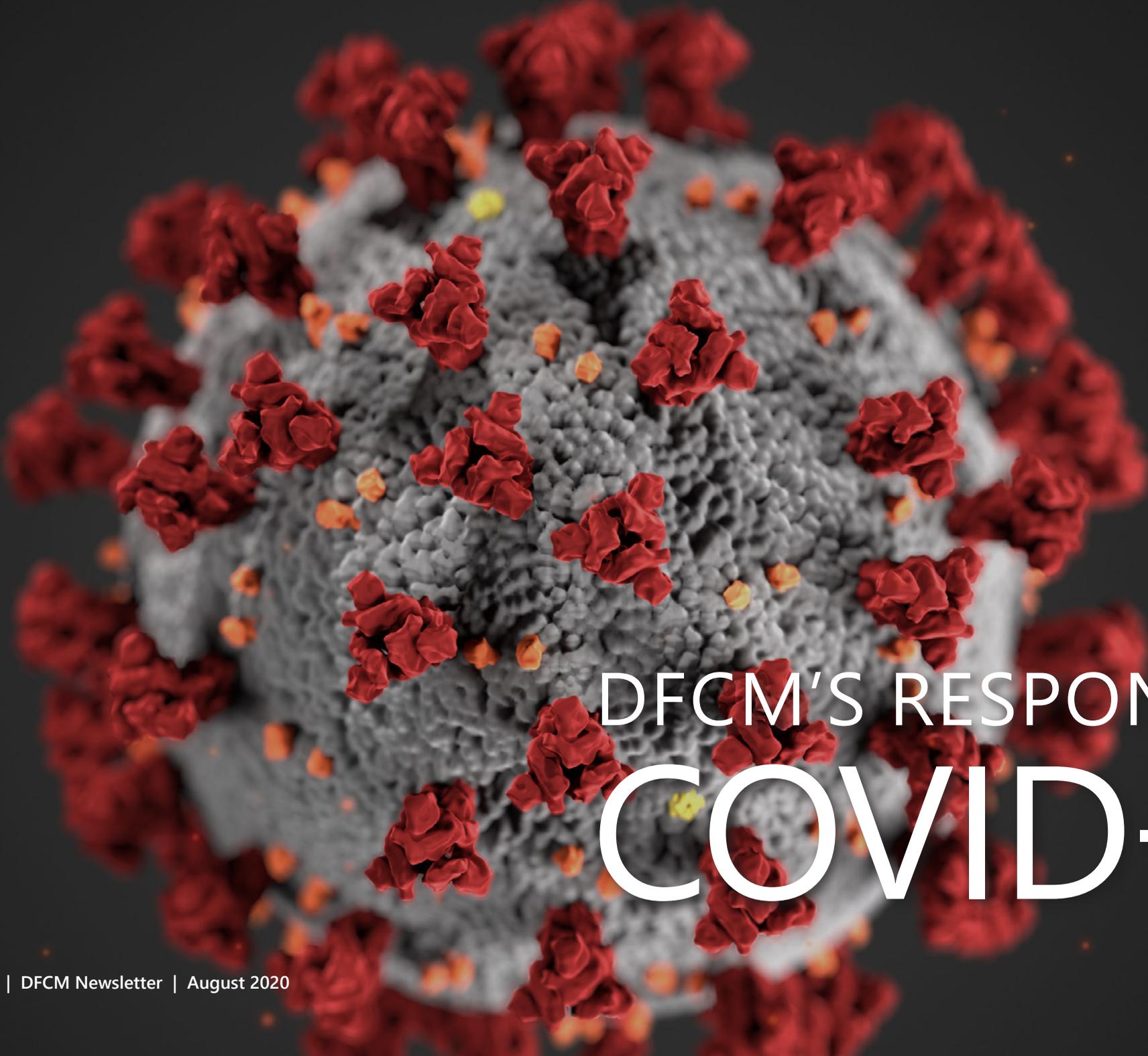
Director's Message

5.7 Earthquake Damage
and Cost

New State-wide Space
Master Plan

DFCM Project Highlight

[DFCM's Response to
COVID-19](#)



DFCM'S RESPONSE TO COVID-19

August 2020

Director's Message

5.7 Earthquake Damage and Cost

New State-wide Space Master Plan

DFCM Project Highlight

DFCM's Response to COVID-19

DFCM'S RESPONSE TO COVID-19

DFCM WORK ARRANGEMENTS

In accordance with Governor Herbert's recommendation to limit public gatherings to prevent the spread of the Coronavirus, DFCM has made changes to the way that we operate. Effective immediately and until further notice, many DFCM employees are working remotely. Although our division has made some operational changes, we understand that some functions must remain unchanged. For example, our facilities maintenance group will continue to operate and maintain state-owned buildings, our construction selection interviews and bid meetings will continue to be held at the Taylorsville Office Building, and we remain committed to providing the same service that you've come to expect from DFCM. If you're uncertain about a previously scheduled meeting, please reach out to your project or facility manager with questions.

VIRUS CONTACT TRACING

In mid-March, Governor Herbert requested the help of state agencies to fight the spread of the Coronavirus. Each agency selected employees that could dedicate a portion of their time each day to do contact tracing which tries to notify people of their exposure so they can take measures to self-isolate and minimize the spread. We took a moment to ask Danell Fawson (a DFCM employee) a few questions about how the fight is going. Her responses are as follows:

What are you doing to fight the spread of the Coronavirus?

The Covid-19 Tracing team does research to identify those who have been exposed to the virus by being in close contact with someone who has tested positive. These contacts are then notified and told to quarantine for 14 days. The hope is flatten the curve by keeping anyone who has the virus or who has been exposed away from the public.

How long have you been in this new role and how long do you anticipate working on the contact tracing team?

I have been on the Tracing team since April 10th and the length of the work will depend on how well the public does at staying home, wearing masks, washing hands and doing everything they can to slow the spread. As long as there are new cases and new exposures, it will extend the time that we need to monitor.

Who are you contacting, how often are you contacting them, and what kinds of questions are you asking them?

I am part of the Active Monitoring Team. We call people who are known to have been exposed to Covid-19. Their first day of quarantine is the day of exposure. We call them every day for 14 days to see if they have developed any symptoms, which include: fever of 100.4° or higher, cough, or shortness of breath. If there are any family members living in the same household, we ask about them as well. If they are not showing any symptoms, we note their responses and tell them we'll call them tomorrow. If they are experiencing any one of the symptoms, we

refer them to their healthcare provider. If they are re-exposed, their 14 days starts over.

Once someone learns that they've been exposed to the virus, do you find that they are generally following the Utah Health Department guidelines?

We monitor people that have been exposed but have not yet tested positive. Once they receive a positive test they are referred to a healthcare provider to be monitored. However, in making calls, I am finding that it is not unusual for the exposed person or even the positive case to not adhere to the guidelines and still go out in public. We remind them that they need to quarantine for 14 days and could spread the virus even if they are not currently showing symptoms. We can't enforce the quarantine, only advise. It's so important to stay home and if you have to go out, stay 6 feet apart and wear a mask.

If I begin experiencing symptoms, what should I do?

If you start experiencing even one of the following symptoms, you should be tested: fever, dry cough, labored breathing and tiredness are the most common symptoms. Some people may experience aches and pains, nasal issues, sore throat and/or diarrhea. It could be something else, but it is better to know. While you are waiting for your test results, you should self-isolate even within your home if possible by using your own bedroom and/or bathroom. We also recommend you take your temperature twice a day, AM and PM, to start a record. □