

064 Human Resources Space Scorecard

2012-2017 Santa Barbara County Space Utilization Report

Staff Area Requirements		Assigned SF	Current Need		Projected Need	
			Staff	Calculated Area	Staff	Calculated Area
2	Medium Sized Modular Workstation	72	1	72	1	72
3	Larger Modular Workstation or Small Walled Office	99	13	1,238	11	1,089
4	Larger Modular Workstation or Walled Office	105	6	630	6	630
5	Medium Walled Office or Large Modular Workstation	150	8	1,170	7	1,050
6	Larger Walled Office w/ Conf. Area	264	1	264	1	264
		Calculated Staff & NUA:	28	3,374	26	3,105
		Calculated Office Common Area @: <u>10%</u>		337		311
		Calculated Staff GUA Required:		3,711 sf		3,416 sf
Storage Area Requirements		sf/Staff				
	Special Storage @:	5		142		130
	Supply Storage @:	5		142		130
		0		0		0
	Warehouse Storage @:	0		0		0
		Calculated Storage Area:		283 sf		260 sf
Support Area Requirements						
	(a) Recept/Waiting/ConfRms/Etc:			849		780
	(b) Active/Archive/Special Files:			1,132		1,040
	(c) Equipment/Computer/Interview:			425		390
	(d) Kitchen/Kitchenette/Break Room:			566		520
	(e) Training-Class Room/Library Space:			764		702
	(f)			0		0
	(g) Special Support Needs:			0		0
		Calculated Support Area:		3,736 sf		3,432 sf
Needs Summary						
	Calculated Net Assignable Space Required:			7,729		7,108
	Building Envelop Allowance @: <u>10%</u>			773		711
	Calculated Gross Assignable Space Required:			8,502 sf		7,818 sf
	Occupied Area:					
	Surplus (-Deficit):					

Comments: