



Client Enrichment Series – Q & A



Topic: WIFM 3.0 - the Sustainability Edition

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WIFM Related Resources:

[Workplace Investment and Feasibility Model \(WIFM\) website](#)

Contact Us: workplace@gsa.gov

View the [7/9/24 CES WIFM 3.0 Session Recording](#) Passcode: r9ei+WLA

[Sustainable Facilities Tool](#)

[GSA/EPA Smart Location Calculator](#)

Related WIFM Sessions - ["Workplace Feasibility Modeling Made Easy With WIFM 2.0"](#)

Q1. Is the WIFM Tool only for office type spaces?

- A. The WIFM Tool is currently just for office space. The first version of WIFM (from 2018) contained special space and different categories, but there were some hiccups with regard to its accuracy. Version 2.0 removed these additional categories, and just focused on the office space. The next version of WIFM, currently in development, will expand the space component. That is, it will not only not just add in the special or mission critical spaces, (such as SCIFs, server rooms or labs etc.), but it will also increase the level of detail. That kind of customization will enable us to service the myriad of projects and clients that we have. It is anticipated that this customized version will be released later in this calendar year, 2024.

Q2. Is this tool helpful if an agency only occupies some floors in a building or parts of floors?

- A. The tool can be used for any size space.

Q3. Is the WIFM tool an EXE that is run on your local PC? Is all data and calculation local to the tool or does it have some form of SaaS we need to be aware of?

- A. The WIFM Tool contains all the data and calculations needed.



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Q4. How is the 'utilization rate goal' established by an agency?

A. The utilization rate goal is established from the agency's space policy.

Q5. Can you explain why NSF is used instead of USF for workspace size?

A. NSF is used for the individual workstation sizes. It does automatically calculate circulation based on the degree of openness in the work environment. We do have a publication called circulation, defining and planning. It outlines the principles that you want to keep in mind when determining the appropriate amount of circulation. It considers the pathways in between the spaces within your overall office environment. It is not building common type items (hallways, or the lobbies, etc). We use the net square feet for the workstation size, so an 8 by 8, workstation is 64 net square feet. However, the path to get to that workstation, (the internal circulation) must be added. A good rule of thumb, (and that's 1 of the ones that's embedded in them), is the more open the workplace, the more internal circulation you will need. There are other rules as far as minimums and maximums of circulation to make sure there is always an adequate amount of internal circulation.

Q6. Can you explain why the number of remote work has increased between scenario 1 and 2, but the WFH emissions stay the same?

A. Because the number of remote workers remained the same, the work from home energies between scenario 1 and 2 are not changing. We're just assuming that it's the same percentage of remote workers in each scenario.

Q7. Has the concept of incentives been designed into the tool? For example if X percent of the 500 employees were to agree to share at X level this could equate to more amenities, more collaborative space, etc?

A. Not from the space programming aspect of it. However, that doesn't mean that a certain type of logic couldn't be added into it. If an agency wants to pursue that and we make it part of the algorithm and add some assumptions behind it, or maybe even add an additional input, if you will, to determine which incentives would impact the end result. That's certainly something that could be explored and added in. Currently, the tool does not do that. The inputs that you see here are pretty much it, with the exception, of course, of the customization screens that were demonstrated earlier in this presentation.

Q8. Are the base case data source estimates customizable, as carbon emissions become reduced with newer technologies?

A. Yes, the data source estimates are customizable in the WIFM Tool for your particular needs.

Q9. Is there a lookup table showing the assumptions being made for the WFH calculation? How do you account for the size of the work area, electric use for office equipment, heating, lighting, etc. Seems this would vary widely for each worker.

A. If you unhide in the WIFM Tool, it will enable you to see the sheets and lookup tables for the calculations.