

YOUR SPACE: A²E

A quarterly publication by Fanelli•McClain Design Studios and Williams Notaro & Associates

ARCHITECTURE, ENGINEERING AND INTERIOR DESIGN SERVICES

WINTER 1999

Out of the Boiler Room and Into the Board Room

BY RICHARD FANELLI, AIA



The facilities management profession has come a long way in the past 20 years. Once the profession was equated with janitorial and building engineering ser-

vices. The facility manager today is frequently consulted by the CEO and the CFO for his or her advice on strategic facilities planning and operational budgets. The skills needed to perform the everyday juggling act of being both proactive for upper management and reactive to meet the facilities needs of the general staff has created the need for facilities managers to continually

increase their knowledge and skills base. Their "life-long learning" needs are being met by a variety of sources, both locally and nationally.

One of the most effective sources of information is The International Facilities Management Association (IFMA), which has one of its largest chapters in the world right here in the DC area. IFMA provides a variety of educational seminars and lectures, and it is an effective networking tool for facilities managers to get timely advice from others in their field who have experienced the same challenges. IFMA also now has a professional certification testing program that has helped to raise the standards of the profession. A certified facilities manager, or CFM, has a greater chance of being promoted or hired to a

Continued on P. 3

Why Would You Want to Read this Anyway?

We are all constantly bombarded with more mail, magazines, advertisements and newspapers than we can ever read in a lifetime. We have to be selective about which ones really deserve our time and attention. Fanelli•McClain Design Studios has developed this publication to be a "keeper" worthy of your attention, filled with useful information.

This is the first of many "Your Space: A2E" newsletters. We have been looking for a vehicle to accomplish several important goals and this publication will:

- Inform you about the latest trends, technologies, code issues and products affecting the design of business facilities.

- Save you time by sharing helpful information and by highlighting key points made by the authors of the latest books and tapes on such subjects as business, sales, and communications skills.

- Inform you about Fanelli•McClain Design Studios and Williams Notaro & Associates and cover the unique things that we are doing to push the envelope in client service.

If you would like us to research a topic or to give you feedback and advice on any particular facilities related topics, please call me at 703.524.5600, ext. 121 or send us an e-mail: rich@fmstudios.com. ■

Now Moving In...



CADD generated rendering of Arnold Advertising Reception area. See related story, "Client Viewpoint" on page 4.

Attention Brokers!

Do you need to get a handle on your tenant's future space needs? Talk to us about a space needs analysis and report. Call Richard Fanelli, AIA at 703.524.5600 ext. 121. ■

In This Issue

| | |
|---|----------|
| Out of the Boiler Room and Into the Board Room | 1 |
| Why Read This? | 1 |
| Strategic Alliance | 2 |
| Quote of the Quarter | 2 |
| Change is good! | 2 |
| Code Corner | 3 |
| Work on the Boards | 3 |
| The Test-Fit: Most are Only Half Done! | 4 |
| Client Viewpoint | 4 |

Strategic Alliance Proves that Incorporating Engineering Considerations into Architecture Saves Clients Time & Money

Architectural & Engineering Strategic Alliance

Two Successful Firms + Clients = Big Savings. It has been two years since the engineering firm of Williams Notaro & Associates has joined Fanelli•McClain Design Studios in a strategic, in-house alliance that has proven to be beneficial to both firms and their clients. The problems that typically occur between most architectural and engineering firms do not occur with this alliance due to the proactive way they implement projects.

Here's How:

Starting with the *whole* test fit process, the new A&E alliance looks at both the architectural and engineering considerations when their clients are evaluating short-listed potential sites. One recent A&E test fit study identified more than \$50,000 worth of ADA, mechanical and electrical upgrades that would be needed to the preferred site that the client had short-listed. The tenant's broker used these reports to negotiate an additional \$50,000 worth of allowances from the prospective landlord. The costs of the A&E test fits, compared to the additional allowances, represented at 1:5 return on the tenant's investment.

Principals of the strategic alliance: Ken Notaro, Bob Williams, Sonny McClain & Rich Fanelli



Allowances Stretched by A&E Alliance

Tenant allowances go a lot further when the architects consider engineering design issues into their initial space plans. The following issues are examples:

- The juxtaposition of new plumbing fixtures to wet stacks
- The location of large conference rooms in relation to where fresh air vents are available
- Placement of closed and open office areas to respond to the base building mechanical system
- Allowing room for floor-mounted supplemental air conditioning units

These are just a few examples of how potential problems and additional build-out costs can be avoided.

Being on the Same Page Saves \$

The A&E teams have the advantage of working on a common file server. They can therefore be sure the engineers are working off of the same base drawings the architects are currently using. This avoids the common contractor problem of whose "funny papers" are the most up-to-date and accurate, the architect's or the engineer's, which can lead to finger pointing, cost overruns and project delays.

"QC" Means Streamlined Project Delivery & More for You

Fanelli•McClain Design Studios and Williams Notaro & Associates hold weekly, joint-staff, quality control meetings. Two years of "QC" meetings have resulted in new procedures that have streamlined project delivery systems and standards, and improved customer service and office procedures. They also use these sessions to cross-train each other so the architects now think more like engineers and vice-versa. The architects, however, refuse to wear pocket protectors! ■

(Bad) Quote of the Quarter

"IF IT WASN'T FOR THE LAST MINUTE, NOTHING WOULD EVER GET DONE."

ANONYMOUS FACILITY MANAGER FROM DAYTON, OHIO

By allowing yourself a reasonable time frame for a renovation or relocation project, you inevitably get a better project. It can be less expensive, sane, predictable and even enjoyable. When you are considering a renovation or relocation project, call 703.524.5600, ext. 121 for a time schedule gant chart. This valuable tool will help you think through the entire process and schedule. ■

Change is Good!

Name Change, Strategic Alliance & Furniture Company

In January 1998, after 13 years in business, Intraplan, Inc. adopted the trade name of Fanelli•McClain Design Studios. This big, bold step was taken to give the firm a more unique identity in the marketplace and to help us re-invent ourselves after forming the in-house strategic alliance with Williams Notaro & Associates a year earlier.

At the same time, we spun off a new sister company named FMSP, a business that acts as a value-added service for our clients who need to purchase new furniture and accessories. ■



Out of the Boiler Room (Cont'd from p. 1) management position than a facility manager who has not received professional certification.

Having served on several of IFMA's committees and its local executive board, I have first-hand knowledge of how facilities managers have benefited from IFMA involvement. To find out more about IFMA and its activities, visit their local chapter website at <http://IFMA.org> or call their local association management group at 703.538.4362.

George Mason University now has a facilities management certificate program offering a variety of topics in several convenient locations in the DC area. For more information on the program call Kitty Hoover at 703.993.8312.

If distance learning over the internet is more appealing to you, Meridian KSI is developing a facilities management program you can take at the comfort of your own home computer. Visit their website at <http://www.fmkc.com> or call Malcolm Patel at 703-322-9565 for more info. ■

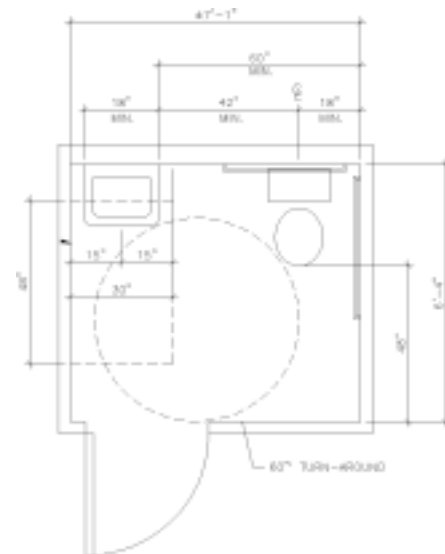
Code Corner

BOCA '96 Makes a Big Difference to Dead End Corridors

The 20-foot dead end corridor is dead. Hooray! The 20-foot restriction on the length of a corridor that goes beyond a point where you can go in two directions to get to two remote means of egress has finally been lengthened to 50 feet in sprinklered suites. This is due to the adoption of the 1996 BOCA code. This one change allows for more flexibility on how subtenant spaces are carved out of a larger floor. It can lead to the reduction of the building floor core factor and add useable square footage to tenant suites since corridors may not need to wrap around building cores to access tenant suite entries. BOCA '96 has been adopted by most of the DC area counties except in the District of Columbia.

ADA Restrictions

BOCA '96 has also incorporated ADA accessibility codes. "This is not always a blessing," said Jim McKeever, a local permit expeditor. "Retail stores are having to situate handicapped toilet rooms at the front of their shops, rather than in the rear where they had traditionally been located. "Under the new code, wheelchair accessible, unisex toilet rooms are no longer allowed." ■



Plan of minimum size ADA compliant toilet room allowed by Fairfax County.

Visit our website: www.fmstudios.com

Work on the Boards

These projects are currently being worked on by Fanelli+McClain Design Studios:

Arnold Communications

The largest advertising agency in the DC metro area will be moving into its new 88,000 square foot office in Tyson's Corner at 1600 International Drive in January 1999. The project features indirect lighting, custom-designed systems furniture with partial glass panels and a three-story, communicating staircase that connects three of the firm's four floors.

Raytheon Systems Company Headquarters Consolidation

Six floors at 1100 Wilson Blvd., the Gannett Towers Building, in Rosslyn, are under renovation and construction to accommodate the consolidation of the new Raytheon Systems headquarters. The project has been engineered by Williams Notaro & Associates.

The Washington Post

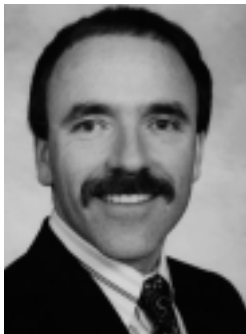
The Washington Post Company is renovating their 6th floor executive offices in the Ackridge Building at 1100 15th St., NW. The renovated suite will allow for the creation of more offices and will create a more efficient layout on the floor. The renovation will feature a glass-enclosed conference room directly adjacent to the main reception area. Williams Notaro & Associates are the engineers for the project.

Feld Entertainment

The headquarters for Ringling Brothers will see several new executive office suites renovated, based on our innovative designs. The executive offices include custom millwork desks and credenzas, new finishes and lighting treatments. CADD visualization and animation were used as design approval tools on these projects. ■

The Test-Fit: Most are Only Half Done!

ROBERT O. WILLIAMS, PE



Most professionals involved in renovation projects are familiar with the term *test-fit*. A common term in renovation, *test-fit* is typically a preliminary evaluation of space

requirements and how buildings can fit a client's needs. However, if *test-fit* is such a common term and if most people in the renovation industry are familiar with the term, why are most "half done?"

The answer: "what you see is what you get." Most test fit studies are performed by architects, working with the client, to see how the new office space would look. Adjacencies are determined, space plans generated, and interior decor issues addressed. These are important to the client; they present their corporate image and culture through the *look* established by the architect. This *test-fit* has evaluated, in other words, everything you will see in the new space.

What about the things you don't see? The mechanical, electrical, plumbing, and life safety (MEP) systems are all required to support the client. Yet, most of the time, the capacity and flexibility of the MEP systems are overlooked in the process. If the space does not function properly neither can the client.

Another function of the traditional test fit study is to define a preliminary project budget. Modifications to base building MEP systems can be a significant portion of the budget. Identifying these often hidden costs early may affect building selection, level of finishes, even the furniture specified. If costs are not identified until the end of the design process, redesign is frequently required to meet initial budget constraints, often resulting in

- Schedule delays
- Cost overruns
- Needs for temporary space

That's the bad news. What can you do to ensure that a *whole* test-fit study is performed? Involve your favorite engineer in

the process. The engineer and architect will work together closely to identify MEP as well as space requirements to determine if the proposed new site can provide the MEP system support you need. The engineering test-fit study will also identify capacity shortages or modifications required for your firm to successfully use the space. Then preliminary pricing can be developed for both the architectural and MEP system work to more accurately reflect the cost of your project.

**You try to control costs;
why add expense now?**

**Planning.
The more you know up front,
the better you can plan.**

Based on the *whole* test-fit, you may find that the most favorable site *architecturally* may need considerable MEP system upgrades to support your requirements. This could influence your final site selection as well as alert you to budget control

issues before any design work is performed. By determining MEP requirements early, the design team can efficiently plan appropriate finishes and upgrades to maintain budgetary control.

Wait! You try to control costs; why add expense now? Planning. The more you know up front, the better you can plan. How much do engineering test-fits cost? Fees vary with on project size and requirements; however, budget between \$2,500 to \$5,000 per site for a thorough evaluation. Sounds like a lot? How does that compare to the cost of a four-week delay, downgrading finishes, or additional design fees for revising construction documents, or expensive last-minute change orders? Maintain control, minimize surprises, control your budget, schedule, and the construction process and save money throughout the entire project.

A well-functioning, pleasing space to work in, which is constructed under budget, is a successful project. Gather all information possible at the beginning, perform a *whole* test-fit addressing both architectural and engineering requirements. Remember, "what you see is NOT always what you get!" ■

Client Viewpoint



**Beatrice Parker-Wingate, SVP
Director of Administrative Services,
Arnold Advertising**

"The reason I selected Fanelli•McClain from the beginning was I knew I needed my hand held. I'm really happy about how things are turning out. They really got to know the culture of the company.

"The design firm's principal, Sonny McClain, prepared me on each phase so well, I got immediate buy-in. After the meetings, everyone talked to me about how well prepared and well thought out the project details were.

"Everything is turning out right. I'm definitely having fun. I don't know if I'd have had as much fun and personal attention if I had gone with a much larger firm. The chemistry and concern, that the design firm shows for my company, really comes across."

Arnold Communication is the largest advertising agency in the DC metropolitan area. Arnold is getting ready to occupy all four floors of a new 88,000 square foot building in Tyson's Corner, VA. Its accounts include such giants as McDonald's and DeWalt tools. ■