

Region 2 Regional Office Relocation

Message from Leadership

Since 1993, the U.S. Forest Service Rocky Mountain Regional Headquarters has been located at 740 Simms Street in Golden, Colorado. After several years of unsuccessful attempts to secure new office space, we are pleased that the General Services Administration (GSA) awarded a new lease on behalf of the Region Two Regional Office, the National Office of Job Corps, the Washington Office's Minerals and Geology staff, the Chief Information Officer (CIO) staff, the Office of General Counsel (OGC) and the other existing hosted staffs, which include Civil Rights (CR), Human Resources (HR), and Law Enforcement and Investigations (LEI).

In March of 2017, we will begin to move to Building 17 in the Denver West Office Park. The Denver West Office Park is approximately three miles northwest of our current location. Our building will be part of a campus consisting of 22 separate buildings situated in a park-like environment with beautifully landscaped courtyards, water features and walking paths. Some of the park amenities include an outdoor pavilion with BBQ grills, outdoor volleyball courts, conference facilities, a fitness center and a complimentary shuttle service that provides transportation within a three mile radius of the park between the hours of 6:30 am to 6:30 pm.

What's Next

At this time, Building 17 is undergoing a complete renovation to ensure it is brought up to the most current federal building standards for accessibility, indoor air quality, and safety. Since the building is a construction site, employees are not permitted to enter the building. Tours will be provided to all employees early next year when the building is safe to enter. In the meantime, please visit this webpage frequently for current photos and updated information.

In alignment with President Obama's "Reduce the Footprint" policy, we will be the first Regional Office in the agency to follow the Washington Office in utilizing GSA's Total Workplace FIT (Furniture and Information Technology) initiative. FIT is a cost-effective answer for federal agencies to reduce their office space, foster collaboration, better manage IT spending, and increase energy efficiency and reduce real-estate costs.

Region 2 Regional Office Relocation – Timeline

December 30, 2016 – Renovation of Building 17 is completed
January 16, 2017 – Furniture installation begins
February 20, 2017 – Furniture Installation is completed
Mid-March 2017 – Preliminary move begins
March 31, 2017 – Move is completed and occupancy begins!

For further information, please contact a project manager

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Continuing communication with all Regional Office employees about our relocation plans.

This handout is being provided to answer some frequently asked questions about the relocation of our Regional Office. In the very near future we will also provide you a link to an intranet website that will contain updated information about our move as well as photographs of the building renovation that is currently underway.

The questions and answers are grouped under these categories:

- Denver West Office Park
- Building Information
- Safety and Security
- Employee Workspaces

Denver West Office Park

The Denver West Office Park consists of 22 impressive office buildings located throughout a beautifully landscaped park. The park has numerous water features and statues depicting nature and early American explorers.

Q: What amenities does the office park provide?

A: The office park offers multiple conference centers, an extensive greenbelt with walking paths, gazebos, patios and park benches, an on-site fitness center that employees and their family members can join, and the park has on-site security. A complimentary campus shuttle operates within a three-mile radius of the office park from 6:30 am to 6:30 pm each workday. Additionally, the surrounding Denver West community has more than 40 nearby [restaurants](#), and the [Colorado Mills Mall](#) and [Village Retail Center](#) offers more than 225 retail stores. Directly across the street from our future Regional Office is the beautiful [Applewood Park](#), which has a large picnic pavilion with seven tables and two charcoal BBQ grills, playgrounds, a baseball/softball field, a soccer field, a sand volleyball court, a horseshoe pit, a basketball court, and a walking/jogging trail that is about one-half mile long.

Building Information

Q: What is the address of our future building?

A: It is Building 17 of the Denver West Office Park located at [1617 Cole Boulevard, Lakewood, CO 80401-3305](#), which is approximately three miles northwest of our current building, near Interstate 70.

Q: Who will occupy Building 17?

A: Building 17 will be occupied by the R2 Regional Office staffs and existing hosted staffs, which include Civil Rights (CR), Human Resources (HR), and Law Enforcement and Investigations (LEI). The building will also be occupied by the staffs of the Job Corps National Office, the Washington Office Minerals and Geology Management, the Chief Information Office (CIO), and the Office of the General Counsel (OGC).

Q: Will there be showers in the building for bicycle commuters and joggers?

A: Yes, there will be a small shower facility for men and a small shower facility for women.

Q: Will there be a front desk or reception area?

A: Yes, the building will have a reception area.

Q: Will there be a parent room?

A: Yes, a private parent room will be available.

Q: Will there be breakrooms on every floor?

A: Yes, there will be small break areas on the second and third floors that will accommodate coffee pots, refrigerators and microwaves, and a larger breakroom with vending machines, refrigerator, microwave and tables on the first floor.

Q: Will there be parking for government vehicles?

A: Yes, there is ample parking space around the building that will accommodate personally owned vehicles, government vehicles and parking for guests.

Q: Will the building meet all accessibility requirements?

A: Yes, the building will be accessible to employees and visitors with disabilities in accordance with current Architectural Barriers Act Accessibility Standards (ABAAS).

Q: When can employees tour the building?

A: The interior of the building is currently under renovation and as a construction site employees are not permitted to enter the building. Once the renovation is complete and as we get closer to our move-in date next spring, there will be several opportunities for employees to tour the building.

Safety and Security

Q: Will there be a security guard at the main entrance?

A: Yes, an officer from the Federal Protective Service will be on-site during normal business hours.

Q: How will access to the building be controlled?

A: Access to the building will be controlled by a card reader system, similar to what we use now.

Employee Workspaces

Q: What else can you tell us about the workspace and offices in the future Regional Office?

A: In alignment with President Obama's "[Reduce the Footprint](#)" policy, we will be the first Regional Office in the agency to follow the Washington Office in utilizing GSA's Total Workplace FIT (Furniture and Information Technology) initiative. FIT is a cost-effective answer for federal agencies to reduce their office space, foster collaboration, better manage IT spending, and increase energy efficiency and reduce real-estate costs.

To qualify for the FIT program, certain design strategies had to be considered. GSA's space planning and nationally certified design team will ensure that our future workspace meets FIT standards as well as the legal and regulatory standards that protect the health, safety and welfare of employees.

Following are the mandatory and optional requirements of the FIT program. The checkmarks indicate the requirements that GSA has applied in planning and designing our future workspace. The solutions that have been selected will promote maximum flexibility, space efficiency and maximize natural light.

Mandatory Requirements:

- √ Agencies must comply with any internal utilization rate policy developed or revised after 2010. If one does not exist, the agency must comply with 100-150 USF for total office, and 170 USF for the total space requirement.
- √ Maximize natural light by specifying furniture panels no taller than 54 inches.
- √ Open workstations must not exceed 50 SF.
- √ Offices must not exceed 150 SF.

Optional Requirements (but must use a minimum of six):

- √ Locate enclosed offices, meeting spaces and support centers in interior spaces. Utilize glass walls instead of solid walls where appropriate.
- √ Create more open, interactive, free-flowing space to encourage collaboration. Analyze work patterns and job duties to determine appropriate size workstations.
- √ Consider the importance of acoustics when designing an open work environment.
- √ Offer a variety of reduced-noise spaces such as focus rooms.
- √ Maximize space utilization by offering desk-sharing opportunities.
- √ Share all meeting spaces by utilizing an organization-wide reservation system.
- √ Embrace mobility: agency offers a telework program for a minimum of one day per week.

GSA is helping create 21st Century workplaces across government to drive down cost and increase productivity, and our future Regional Office will be a model for a modern workspace. There are two wings (east and west) on each of three floors in the new building and each wing has more than 80 large windows that will provide an abundance of natural light. The building will feature a people-focused, activity-based, and amenity-abundant workplace.

There will only be 21 private offices in the future building, which is a reduction of seven private offices that we currently occupy in this building. Private offices will only be occupied by the Regional Forester Team, Directors and Deputy Directors, and their new offices will not exceed 150 SF, but will allow space for up to two employees or guests to meet with them privately, as needed.

Our future workspaces will become a vibrant environment that emphasizes the importance of collaboration and flexibility. FIT workstations are typically 6' x 8' in size. Our current high-walled cubicles will be replaced by 52" high cubicles that feature a 6" frameless glass panel at the top to allow for natural daylight to pass through the space. This is important because increased exposure to sunlight has been linked to more restful sleeping at night and alertness during the day, which helps improve overall employee performance. Each employee workstation can include features such as a dual monitor arm, adjustable height work surfaces, personal storage tower with wardrobe cabinet to hang coats, mobile pedestal with padded top, which serves as an additional seat if an employee visits you; a tool bar and LED task light.



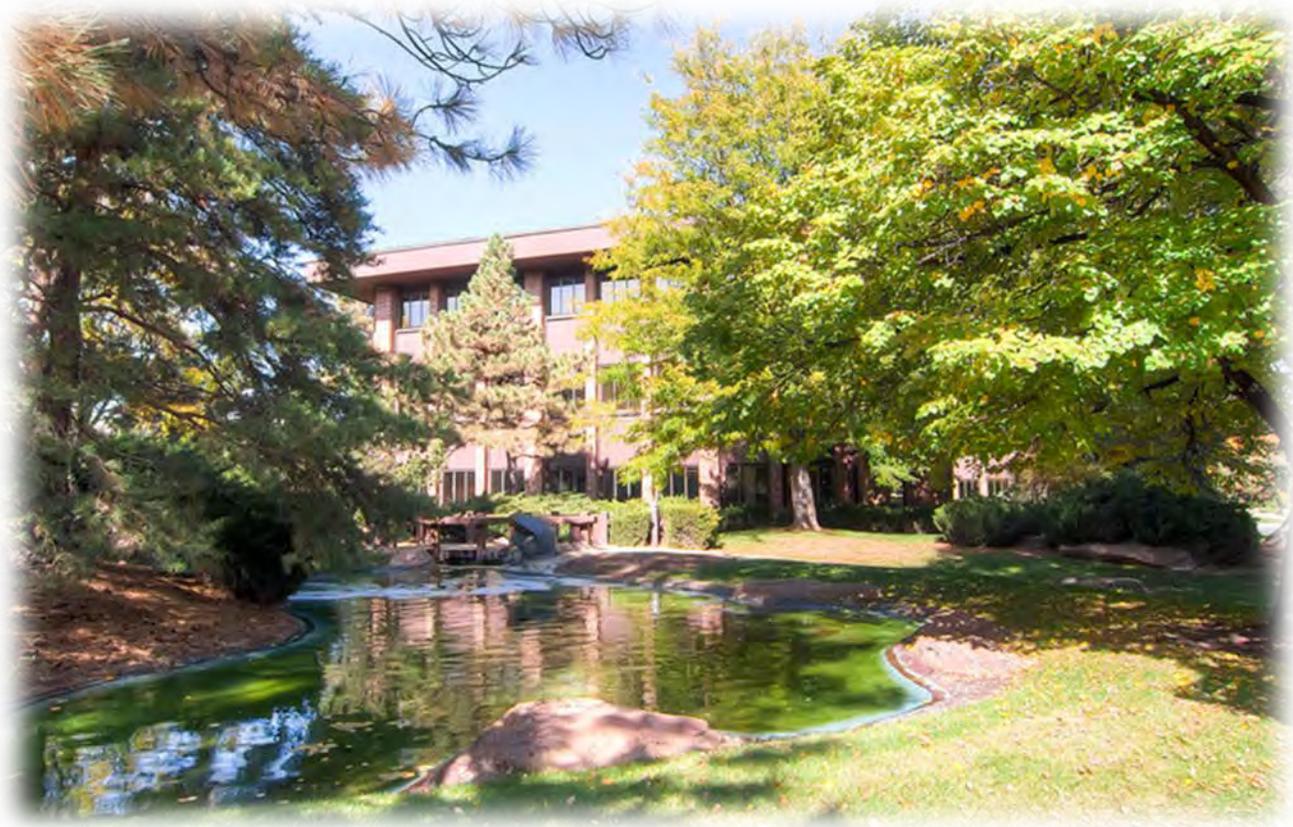
Our future RO will have 11 “focus rooms” interspersed throughout staff areas for the convenience of all employees. Focus rooms are designed to be efficiently sized (for one to four employees) because they are intended for confidential conversations, private phone calls or individual work that demands concentration without distractions.

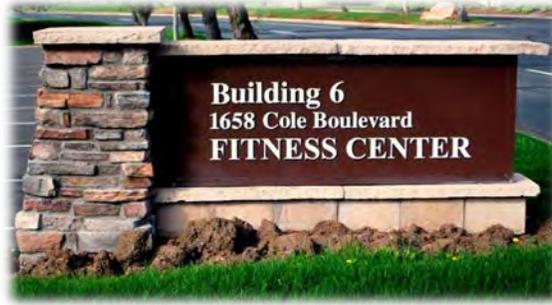
Research by GSA reveals a continuing shift toward collaboration in the workplace. In 1985, just 30 percent of an employee’s output depended on working within a group; by 2010, that figure was up to 80 percent. The sharing of information and opinions improves decision making. There are only seven meeting rooms in our current building and there will be 14 meeting rooms in the new building that will range in size to accommodate 4 to more than 100 employees. There will also be 18 small “break out” (open seating) collaborative areas that can seat two to four employees for impromptu discussions.

Following are some photos of the office park, the surrounding grounds, the fitness center, and the public park that is adjacent to Building 17.

The Denver West Office Park
(and the surrounding grounds)







The [Personal Best Fitness Center](#) at the Denver West Office Park will be available to all Regional Office employees and their families with a membership fee of \$39 per person, per month. The Fitness Center has a team of certified trainers and fitness professionals to help you be the best that you can be in health and fitness. In addition to personal trainers, the Center also provides group classes for Hatha Flow Yoga, Body Sculpting, Kettlebell Workout, Indoor Cycling, Zumba Dance, Pilates, Boot Camps, and more.



State-of-the-Art Facility Equipment

In order to ensure an optimal personal training experience, we have a state of the art facility fully equipped with:

- :: Cardio / aerobic training equipment: Precor, LifeFitness, and Cybex bikes, ellipticals, steppers, crosstrainers, and treadmills
- :: Strength / anaerobic Training Equipment: Cybex, Icarian, Quantum, and Hammerstrength free weights and selectorized machines and plate loaded stations
- :: Other equipment includes fitballs, plyometric boxes, the Total Gym, Reebok step boards, therabands, and more
- :: XM Radio for your listening enjoyment!

First Class Locker Rooms



More like a country club than a Locker Room ...

- :: Showers
- :: Steam Room
- :: Hairdryers, curling irons, ironing boards for your convenience

Applewood Park

(located adjacent to our future building)



Thank you for your continued interest in our relocation plans and our future building. We will provide you updated information as it become available. If there are additional topics you would like to see discussed, please contact Amy Dimmick (afdimmick@fs.fed.us) or Jon Sams (jesams@fs.fed.us).

* * *



Westward Bound

Denver West · Building 17
1617 Cole Blvd · Lakewood, CO 80401



Photos of Building 17 as of 3 June 2016



First Floor, East Wing, Job Corps, F-10 on Floorplan



First Floor, East Wing, Job Corps, F-6 on Floorplan



First Floor, I-10 on Floorplan, View of Patio Pavilion behind Building 17



First Floor, View from the Main Entrance



First Floor, I-4 on Floorplan, View of Patio Tables behind Building 17



First Floor, West Wing, I-1 on Floorplan



First Floor, West Wing, I-5 on Floorplan



First Floor, View from I-3 on Floorplan of the Courtyard



First Floor, View from I-6 on Floorplan of the Courtyard



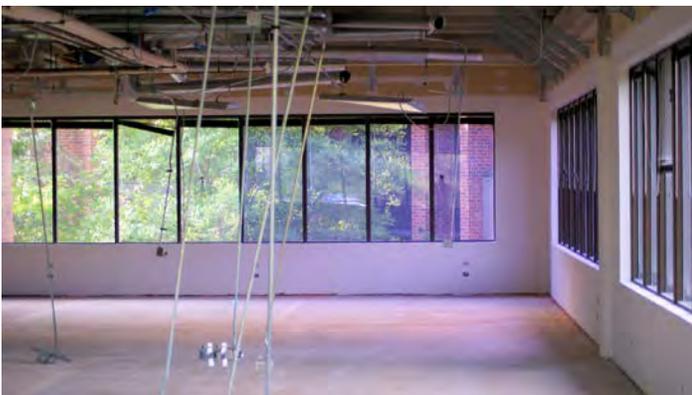
Second Floor, West Wing, View from H-3 on Floorplan



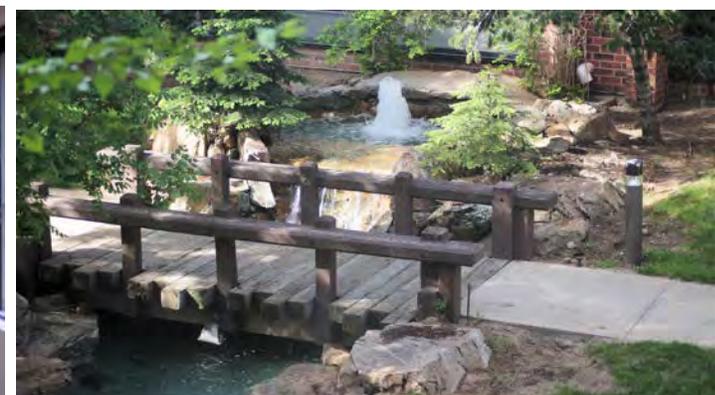
Second Floor, West Wing, View of I-1,2,3 on Floorplan



Second Floor, West Wing, View of I-4,5,6 on Floorplan



Second Floor, East Wing, View towards I-10 on Floorplan



Second Floor, View from I-2 on Floorplan of the Courtyard



Second Floor, View from I-4 on Floorplan of the Courtyard



Second Floor, West Wing View towards SFAM Offices at I-6



Third Floor, East Wing View towards G-10 on Floorplan



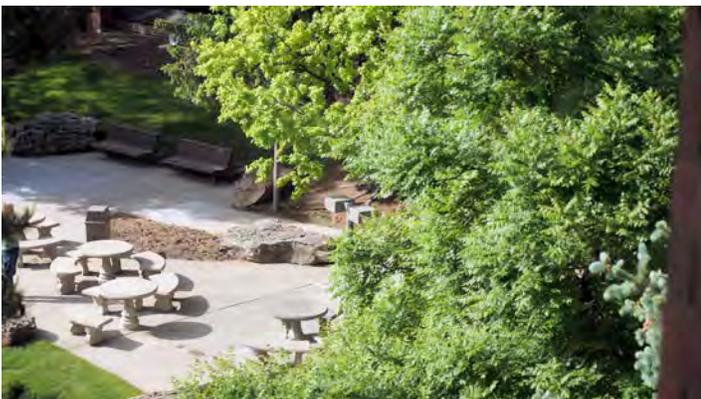
Third Floor, West Wing corridor view towards East Wing



Third Floor, West Wing view towards DRF's Office at I-5



Third Floor, West Wing view towards RF's Office at H-5



Third Floor, West Wing view of the Courtyard from I-4



Third Floor, West Wing view of EA Office Space from I-4



Third Floor, West Wing view of the Courtyard from I-2



Third Floor, West Wing view towards RBO Offices at F-4 and 5



Third Floor, East Wing



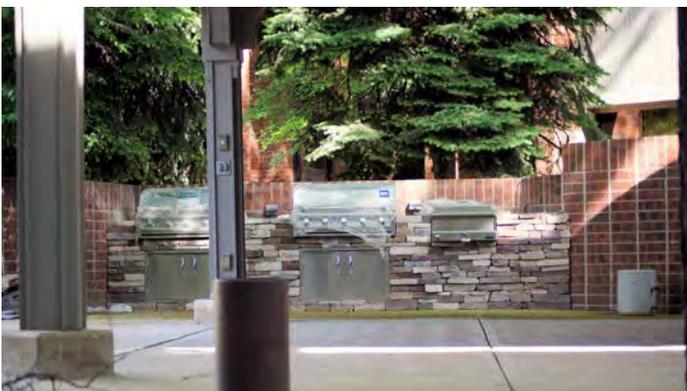
At the Main Entrance with view towards East Wing



Northwest Corner of the West Wing at the Front of the Building



View towards Applewood Park from the front of the Building



BBQ Grills on the Patio behind the Building



View of the Courtyard behind the Building