

# Tririga Space Management Overview



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# Meeting Overview

- **Meeting Objective**
- **Space Management Review**
  
- **Meeting Agenda**
- **Space Scenarios and Planning**
- **Move Management**



# TRIRIGA Workplace Enterprise-Class Applications

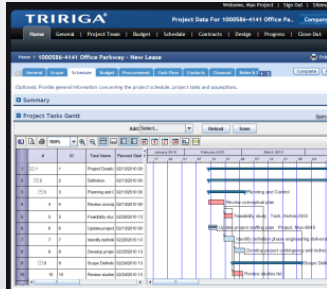
## Role-based Applications

### TRIRIGA Real Estate



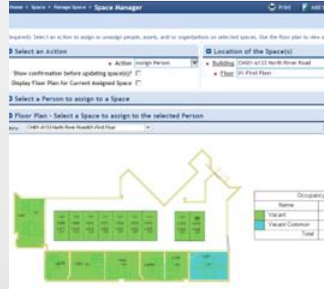
- Portfolio Planning
- Site Selection
- Transaction Management
- Lease Administration
- Lease Accounting
- AR Tenant Tracking
- Payment Processing
- Client Requests

### TRIRIGA Projects



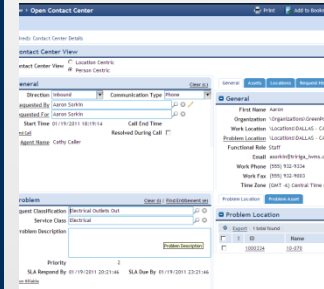
- Program Management
- Fund Management
- Scope Management
- Cost Management
- Schedule Management
- Resource Management
- Quality Management
- Vendor Engagement
- Procurement

### TRIRIGA Facilities



- Space Management
- Space Chargeback
- Space Requests
- Strategic Planning
- Move Management
- Reservation Management
- Personnel Provisioning
- CAD Management

### TRIRIGA Operations



- Contact Center
- Service Management
- Warranty Management
- Preventive Maintenance
- Facility Assessment
- Security/Key Management
- Inventory Management
- Capital Planning
- Resource Planning

### TRIRIGA Environmental



- CO2 Emission Tracking
- Utility Tracking
- Waste Disposal
- Water Consumption
- Green Opportunities Tracking
- LEED/BREEAM Certification
- Energy Star Integration

### TRIRIGA Core Components

- |               |                |           |                       |                 |
|---------------|----------------|-----------|-----------------------|-----------------|
| Geographies   | People         | Receiving | Customer Self Service | Reporting       |
| Locations     | Specifications | Invoicing | News                  | WPM Metrics     |
| Organizations | Assets         | Requests  | Graphics              | GIS Mapping     |
| Vendors       | Contracts      | Tasks     | Document Management   | GANTT Schedules |



# How TRIRIGA delivers business value in facilities

WPM Metrics



Demo



# Managing space inventory provides visibility to portfolio utilization



## Quickly Gather & Input Space Data

- CAD Files
- Excel Files
- Text Files
- Access Files
- Other



Area (Metric)	14,2405 square-meters	Prorated Area (Metric)	0 square-meters	Gross Area (Metric)	0 sq
Area (Imperial)	175.8937 square-feet	Prorated Area (Imperial)	0 square-feet	Gross Area (Imperial)	0 sq

**Current Use Space Classification**

- \* Used for Space Class Roll Up
- Current Use Space Class: Corridor
- Proration Type: Floor Common
- Vacant Common:
- Property Common:
- Building Common:
- Floor Common:
- Do Not Include in Area Rollup:
- Way Finder Weight: 0

**Occupancy**

Occupancy Status	Vacant Common	d.Capacity	0
Chargeback Status	Vacant Common	e.Shared Capacity Factor	0
a.Headcount (Primary)	0	f.Emergency Capacity	0
b.Headcount (Other)	0	g.Overflow Capacity	0
c. Seats Allocated	0	Total Planning Capacity (d * e)	0
Percent Occupied (c / d)	0	Total Emergency Capacity (f * e)	0
h. Remaining Vacant (d - c)	0	Total Overflow Capacity (g * e)	0
i. Planned Vacancy	0		
j. Planned Occupancy	0		
k. Adjusted Remaining Vacant (h - i) + j	0		

**Location Graphic**

**Manage**

- People in Spaces
- Furniture & Assets in Spaces
- Organizations in Spaces



### Report For Charge Back

**CAD Reports**

**Web-Based Graphics**

**Performance Benchmarks**

**Charge Back Reports**



# Tracking space allocations improves utilization and reporting

Demo 



## Assign Organizations To Spaces En Masse

- Via CAD Files
- Via Web-based Forms



## Space Records

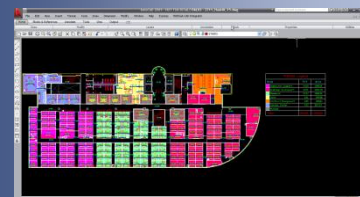


## Allocation Types

- Single (100%)
- Equal Split (50% / 50%)
- Shared Percentage (25% / 75%)



## Report For Charge Back



## CAD Reports



## Web-Based Graphics




## Performance Benchmarks

## Charge Back Reports





# Tracking personnel seat assignments helps occupancy planning and business continuity

Demo 

## Personnel



## Assigned To Spaces

Organization Name	Area Allocated	Percent Allocated	*Override	Headcount
No data to display				

Type	Last Name	First Name	ID	Name	Work Phone	Mobile	Email
No data to display							

Occupancy Status	Vacant Common	d.Capacity	0
Chargeback Status	Vacant Common	e.Shared Capacity Factor	0



## Primary Location



Dallas

## Secondary Location



Chicago

## Tertiary Location




Paris

## Audit

- Past Moves
- Future Moves
- Move Reasons
- Move Costs
- Occupancy Rates
- Space Entitlements



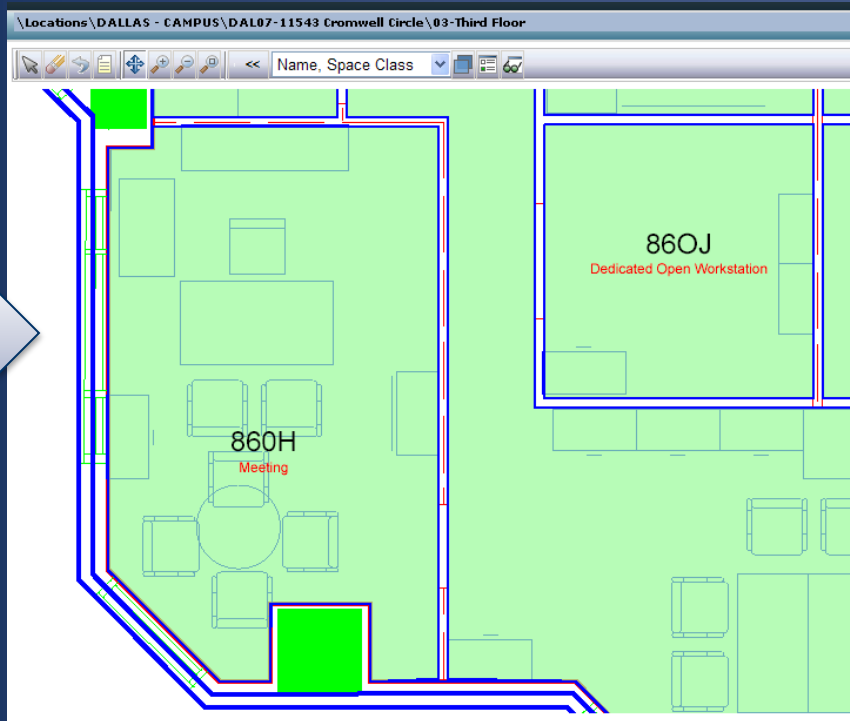
# Managing asset allocations and inventory streamlines the planning process

Demo 

## Visualize Furniture In Floor Plans

### Inventory Management

- Request
- Procure
- Manage Costs
- Receive
- Distribute



Manage  
Maintain  
Move





# Employee Self-Service improves service delivery and customer satisfaction

Demo 



Employee Self Service Web-Based Space Request

TRIRIGA

Company Data Company Project

Home My Requests

Request Service

Locate Space

Facilities

IT & Phones

Request facility repair

Request repair or replacement of equipment

Locate People, Rooms, and Equipment on Floor Plans, Locate Buildings, Structures, and Retail Locations on a GIS map.

What are you looking for?

Close (X)

Appends 'Move Line Items' to Work Tasks

Work Routed To Space Team



Auto Approval



Image showing a handshake over a document labeled 'WARRANTY', representing auto approval.

Creates 'Project or Work Tasks' based on Service Plan



# Effective move planning and execution reduces business disruption

Demo 



## Employee Self Service Web-Based Move Request

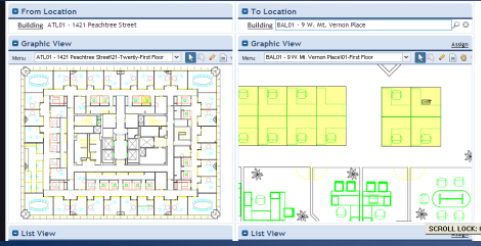


The screenshot shows the TRIRIGA web interface with a navigation menu and a 'Request Service' section. The 'Request Service' section includes a dropdown menu for 'Locate Space' and a search bar with the text 'What are you looking for?'. There are also links for 'Add To Bookmarks', 'Print', and 'Help'.

Auto Delivers Work Assignments 



## From/To Graphics



The interface shows two side-by-side floor plan views. The left view is titled 'From Location' and shows a building layout with a highlighted area. The right view is titled 'To Location' and shows a similar building layout with a highlighted area. Below each view is a 'List View' button. The interface also includes a 'SCROLL LOCK ON' button at the bottom right.



## Auto Approval

The image shows a circular graphic with a handshake and a document labeled 'WARRANTY'.



A grid of circular images representing various business disruption categories:

- Mail Room
- Personnel Supplies
- Telecom
- Furniture
- Security Access
- IT Equipment
- Corporate Directory
- Signage



# Integrating CAD floor plans with your IWMS data provides accurate spacial data to business



## Autocad/Microstation

- Attach Drawings to TRIRIGA
- Automate Area Measurements
- Manage all Meta Data in CAD
- Run Queries



Bi-directional interface

Image	Building	ID	Tenure	Address	City	State/Province	Status
	ATL01 - 1421 Peachtree Street	ATL01	Leased	1421 Peachtree Street	Atlanta	Georgia	Active
	BAL01 - 9 W. Mt. Vernon Place	BAL01	Leased	11 West Mt. Vernon Place	Baltimore	Maryland	Revision In Progress
	CAL01 - 455 5th Street SW	CAL01	Leased	455 - 5th Street SW	Calgary	Alberta	Active
	CHI01 - 6133 North River Road	CHI01	Leased	6133 North River Road	Chicago	Illinois	Active
	DAL01 - 3000 Executive Parkway	DAL01	Owned	3000 Executive Parkway	Dallas	Texas	Revision In Progress

## TRIRIGA Web Environment

- Receive Data from Drawings
- Automate Area Measurements
- Manage all Meta Data in TRIRIGA
- Run Queries



- Space Scenarios and Planning
- Move Management



# Review

- **One System - One Truth** between Real Estate, Facilities, Projects, Operations and Sustainability
- Managing space inventory provides **visibility to portfolio utilization**
- Tracking space allocations **improves utilization and reporting**
- Tracking personnel seat assignments **helps occupancy planning and business continuity**
- Managing asset allocations and inventory **streamlines the planning process**
- Effective move planning and execution **reduces business disruptions**
- Integrating CAD floor plans with your IWMS data **provides accurate spacial data to business**



# Questions?



Thank you!

*Thank you for your time today!*

