



A Unified Approach for Measuring Office Space For Use in Facility and Property Management

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PURPOSE AND BENEFIT OF THIS REPORT

Facility professionals and building owners and managers commonly use two measurement standards to measure floor area in office buildings. They form the foundation for benchmarking and best practice. The *ASTM E1836-01 Standard Classification for Building Floor Area Measurements for Facility Management* (aka "ASTM", "ASTM/IFMA" or the "IFMA Standard") is used primarily by facility managers to determine the amount of floor area available for fit-up and for chargeback. The *ANSI/BOMA Z65.1 Standard Method for Measuring Floor Area in Office Buildings* (aka "ANSI/BOMA" or "the BOMA standard") is used primarily by building owners and managers to determine the amount of rentable and usable area available for lease.

The Executive Boards of the Building Owners and Managers Association (BOMA) International and the International Facility Management Association (IFMA) recognized that stakeholders need to use both standards, which requires the stakeholder to delineate one set of polygons of floor area measurements to calculate the rentable and usable floor area for lease negotiations, and a second set to calculate the amount of floor area available for fit-up and chargeback. The time, cost and effort required to produce two sets of measurements is problematic, and the two associations agreed to work together to find a solution to the problem.

To facilitate this work, the Executive Boards of IFMA and BOMA appointed a Working Group comprised of key members from both organizations. These professionals have extensive background and experience in floor measurement issues. The Working Group, in turn, identified other important stakeholders to fulfill its mandate.

The mandate for the Working Group was to produce a set of definitions and a measurement methodology that could be referenced by both standards. Additionally, the Working Group would develop commentaries to demonstrate the principal concepts. The intent was to fulfill the needs of BOMA and IFMA members, as well as other key stakeholders.

Once the report is complete, work will be submitted to both standard bodies; ASTM/IFMA and ANSI/BOMA to incorporate compatible terminology and methodology, as established in this report. The revisions suggested in this report will require approval from both standard bodies in order to achieve the suggested purpose and benefit of this report.