



Workplace Planning-Genentech, Inc.

“Trends in Facility Management and IWMS”

IFMA Chapter Presentation

November 11, 2010

Background about your role:

- Sr. Manager of Workplace Planning
- I am responsible for: Occupancy Planning, Data management, Interior Design/Standards and Furniture Management

Background about your the portfolio/data management:

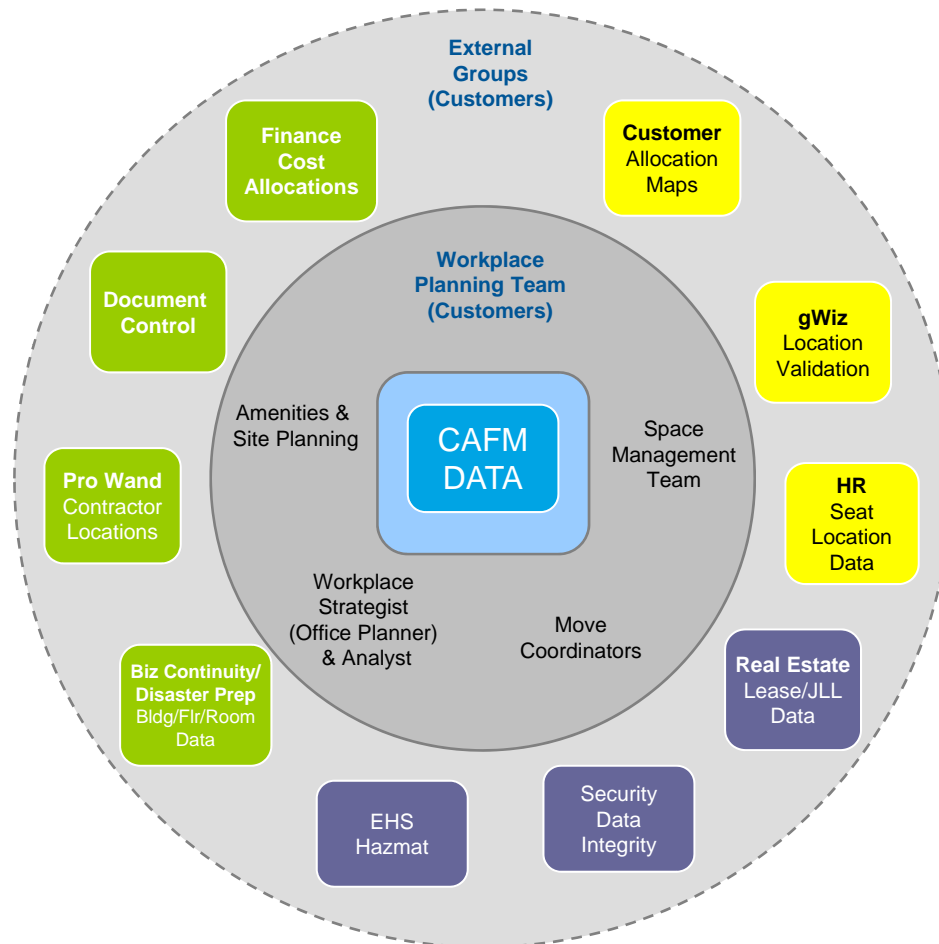
- Size: 7.6 M Sq Ft
- Number of properties managed: 95
- Types of facilities included: Admin, Lab, Manufacturing, and Warehouse
- How many people use the IWMS System: Archibus System used Enterprise Wide via Web Interface, Dept via (4) Thick Client (through windows program vs. web based), 25-30 Active users
- What modules you implemented:
 - Lease
 - Strategy Master Planning/Scenario Planning/Block Planning
 - Space (Room and EE tables, Room Classifications, Organizational tables)
 - Furniture and equipment
 - M/A/C

What type of data you track:

- Space; building room and floor, employees, standards, occupancy, vacancy, furniture, utilization, leases, site, amenities, sq. footage, financials, Haz Mat, departmental structure
- Facilities; Bldg address, parcel, bldg age, building use
- Lease; leased facilities, contracts, expenses, lease events

Who accesses the data / who uses the system:

- Enterprise Wide as we are the system of record for location data. Planners, Space Managers, and project support personnel... Roles are based on job function



CAFM is the ENGINE and Process to inform/guide Real Estate decisions at all Strategic and Tactical Levels

DATA is the PARTS

There are multiple data sources used in planning. These parts are a collection of knowledge about our space.

CAFM is the ENGINE

Archibus is the database we use to aggregate data. It enables us to build reports and tools which support decisions about space.

Occupancy Planners are the OPERATORS

Team maintains, normalizes and interpret the data across multiple functions. This team can take raw data and produce simple to use reports which lead customers to decisions.

CUSTOMERS are the PASSENGERS

Many groups have a need to make decisions upon the data housed in our system. They rely on a competent OPMR team to provide accurate reporting as a base for their decisions

DECISIONS are the DESTINATIONS

The right decision is a byproduct of good data and all those who bring that data into a organized and clear report.

What drove your decision to go to implement IWMS?

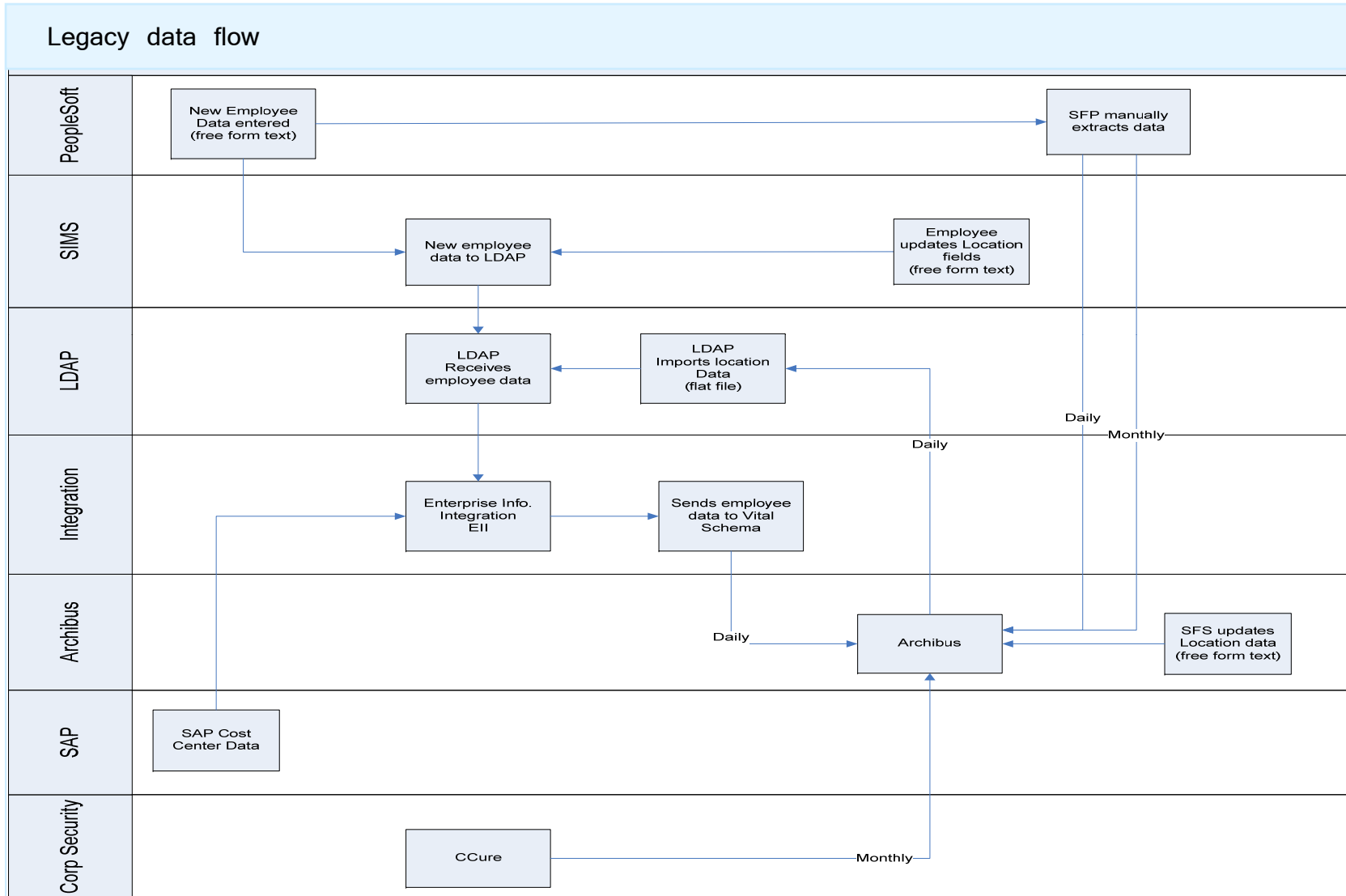
- Improved strategic decisions making
- Efficiency in space utilization, resulting in cost reductions
- 11,000 people located in the So San Francisco Campus
- Managing 7M Sq Ft of Space
- Accurate data in ***real time***
- The need for the Enterprise to rely on clean data/Architecture

How did you make your decision on which one to use?

Who was in on the decision-making?

Archibus is a Legacy system. We have decided to keep it, but upgrade it's functionality.

“The Hair-Ball” Process: Legacy systems



How did you get the funding to cover the resources you needed: people, time and money?

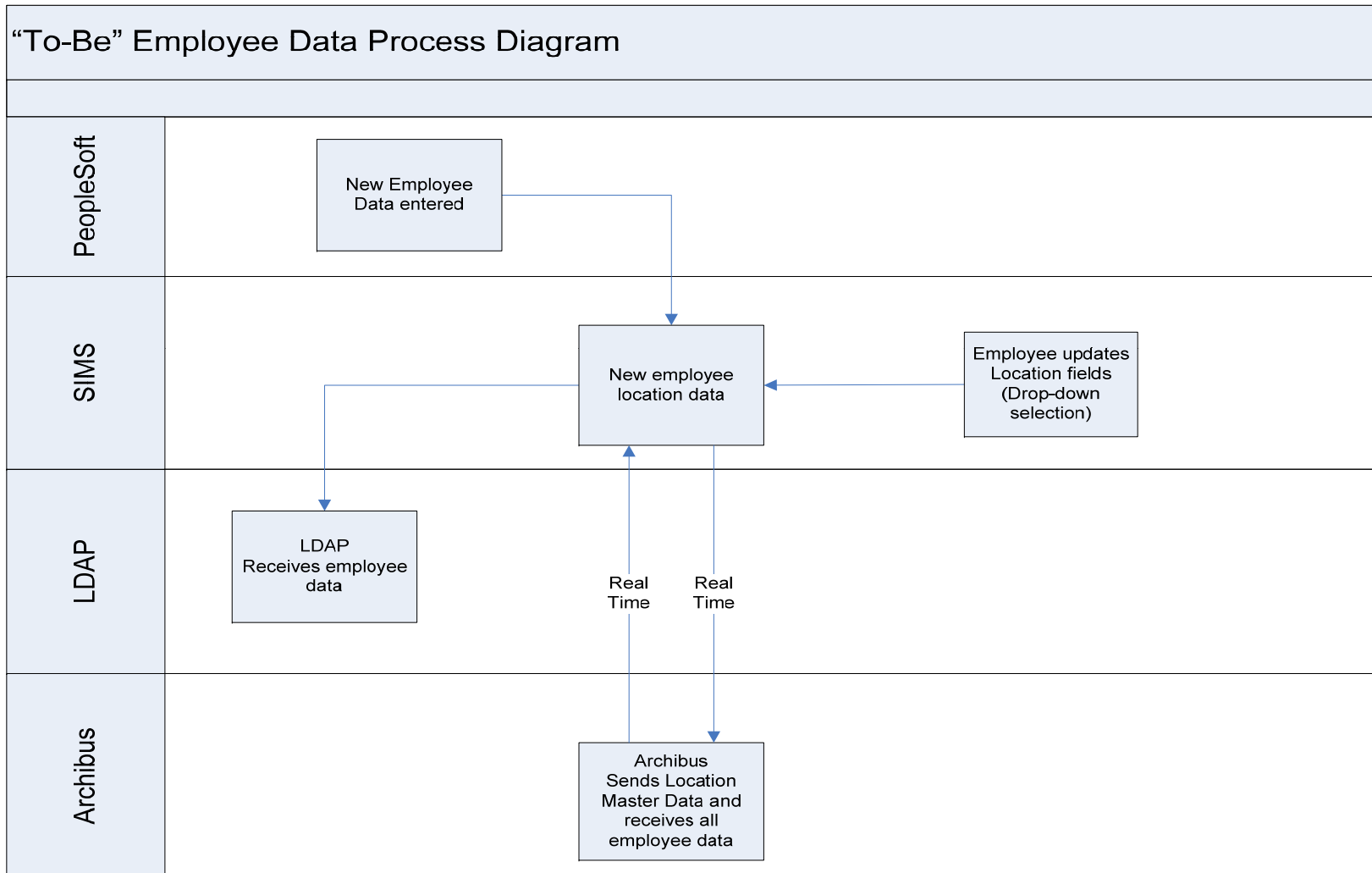
Previous State:

- Funding was set within my operational budget for the year,
- Needs based analysis,
- Under funded and under staffed,
- Data not refreshed timely,
- Management unhappy with data being provided (not a priority for IT)
- It was a top priority for my department as strategic decisions were being made with regard to the growth and the Roche integration.

New Project: Integration with IT Systems

- Presentation was made to the executive IT Committee : decision to clean up enterprise architecture showing the ROI and ability to decrease HC.
- IT funded the project \$200K to redesign the Architecture and Software

New Process- Clean Enterprise Data Flow



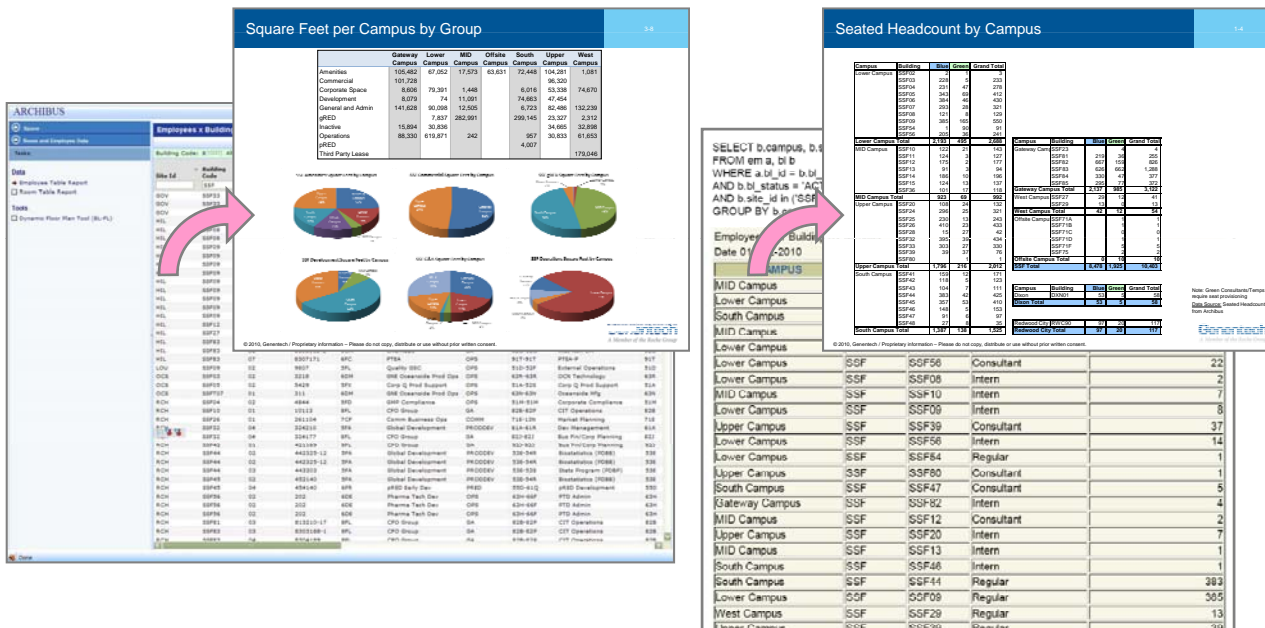
- IT systems infrastructure
 - gWiz
 - EII
 - PeopleSoft
 - LDAP
 - Vital
 - gCAL (Calendar)
- Document Control procedures and workflow (xrefs, updates, versioning, etc...)
 - Drawing Updates
 - As-built Verification
- Space Classifications (Standards, Categories, Types, Uses)
 - Organizational hierarchy and planning codes
 - Furniture layout standards
 - Facilities sites, buildings and floor plans
- HR On-boarding, Off-boarding and moving of employees and contractors
- Workplace Planning, Real Estate and Research reporting needs
- Customer Service relationships with IT, HR, Security, Finance

Tracking people and spaces that involve hotelling, shared spaces, multiple shifts

- We track Hotelling by space standard
 - Controlled by our space planners who update utilization
 - Utilization is captured through our Web Interface (Web Central)
 - Our Amenities Department will be tracking utilization through other methods
 - Our calendaring system keeps track of reservations
- Shared spaces are tracked by name/CC/employee type
 - By maintaining occupancy data
 - Move lists
 - Site Surveys
 - Occupancy data is captured in real time tied to all of our systems

Software Tool: CAFM/Excel/PowerPoint
Audience: Workplace Planning/Management

Data Binder- Quarterly Reports



Uses
Various space and employee based reports are published in the data binder. CAFM reporting is the background data used by OPMR to collaborate with other Workplace Planning data owners to created the Data Binder.

- Process**
- Data from CAFM is pulled quarterly
 - Workplace Planning team formats data into repeatable tables and charts
 - Q&A scrubbing of data completed
 - Data Binder is distributed Workplace Planning and Site Services Leadership

Supporting Tools

- CAFM based data

- Data Binder Reports**
- Seated Head Count by Campus
 - Quick Facts
 - Master Building Report
 - Distribution, Field office and Satellite Offices
 - South San Francisco Space Summary
 - Space Category by SQFT by Campus
 - Space Utilization by Campus
 - Seat Ratio by campus

- SSF Office only A-Admin Seats by Building
- SSF Mixed use A-Admin Seats by Building
- Square Foot by Campus by Group
- Seat Type Ratio by group
- SSF Office only A-Admin Seats by Group
- SSF A Seat by Allocation – Mixed Uses
- Amenities Sqft by campus
- Amenities Sqft Summary

Allocation/Definition Change Process

Software Tool: Excel

Audience: Allocation Planner

Uses

This tracking document serves as a tool to manage allocations and definition changes as well as a archive of such changes.

Process

- Space Planner (SP) submits request
- Allocation Planner (AP) reviews, logs and processes request
- AP confirms changes on "allocation-maps"
- AP sends confirmation to SP

Supporting Tools

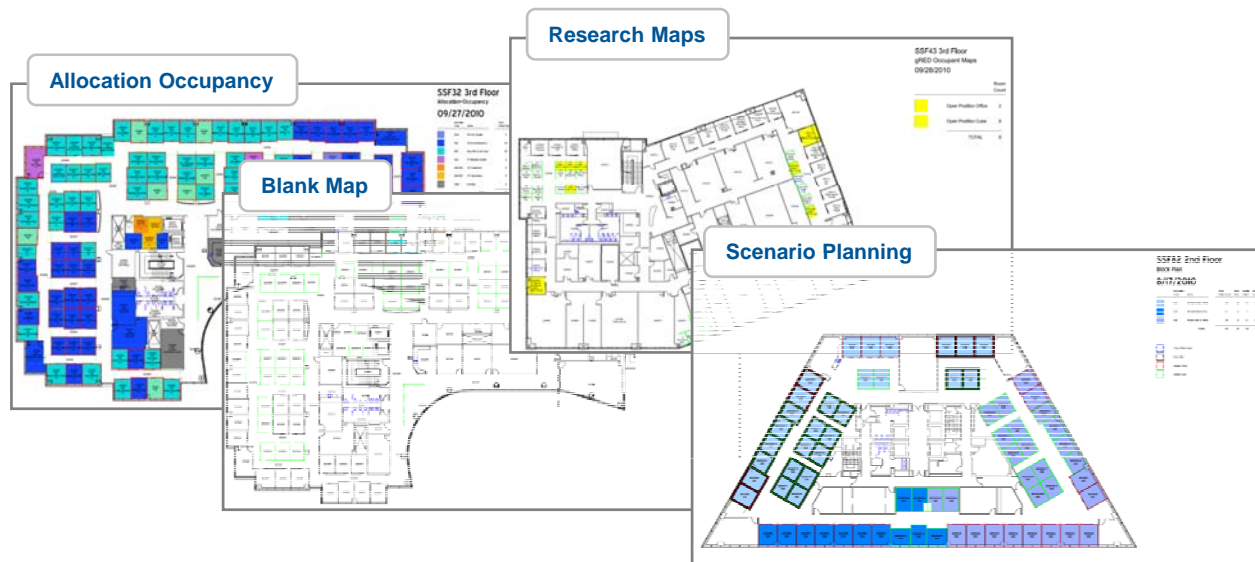
- CAFM tool: Room Allocation Tool
- Published Allocation Maps

#	Status	Building	Space	Current Room Info			Requested Room Info			Notes/Justification	Allo/Def Process	Approvals			Confirm Date
				Allocation	Type	Use	*Allocation	*Type	*Use			Affected TSP 1	Affected TSP 2	Affected TSP 3	
713	Hold	SSF54	54174	13G-91E	A-Workspace	Project Room	none	SS-Comm	Copy Print						
714	Hold	SSF54	54175	ONA			13G-13W	A-Support	Special Use						
715	Hold	SSF54	54173					A-Support	Special Use						
1214	Hold	SSF20	20040-1	7CF			82J-82J								
1674	Confirm	SSF03	3D230					L-Support	Team Room						
1681	Hold	SSF27	27841	ONA			53U								
1682	Hold	SSF27	27825	ONA			53U								
1683	Hold	SSF27	27851	ONA			53U								
1790	Confirm	SSF03	3D237	ONA			6DE								
1791	Process	SSF03	3D232		SS-Comm	Copy Print		SS-Comm	Break						
1709	Process	SSF04	4630				OIN								
1710	Process	SSF04	4813				OIN								
1711	Process	SSF04	4840				OIN								
1792	Process	SSF07	7550		A-Office	Office-Window		A-Workspace	Second Office						
1741	Confirm	SSF07	7678	OAM			OIC								
1742	Process	SSF07	7619	ONA			none	SS-Conf	Conf Room Sprt						
1743	Confirm	SSF07	7602					L-Support	Storage						
1788	Cancel	SSF07	7389	OIC			6DE								
1677	Process	SSF09	9197-1					M-Cube	Cube-Interior						
1757	Process	SSF09	9197-1		A-Workspace	Second Cube		A-Cube	Cube-Interior						
1477	Confirm	SSF25	251057	7FK			7CF								
1793	Confirm	SSF81	813250-1	OIN			82B-82P								
1794	Confirm	SSF81	813250-2	OIN			82B-82P								
1795	Confirm	SSF81	813250-3	OIN			82B-82P								
1796	Confirm	SSF81	813250-4	OIN			82B-82P								
1797	Confirm	SSF81	813250-5	OIN			82B-82P								
1675	Confirm	SSF84	842254	6DA			6FT								
1676	Confirm	SSF84	842130-13	6FG			6FT								
1759	Confirm	SSF84	842263		A-Workspace	Second Cube		A-Office	Office-Window						
1798	Process	SSF04	4030		A-Workspace	Hotel-Office		A-Workspace	Project Room						
1799	Process	SSF04	4059		A-Workspace	Hotel-Office		A-Office	Office-Window						
1800	Process	SSF82	8206171-5		A-Workspace	Hotel-Office		A-Cube	Cube-Interior						
1801	Process	SSF83	8305152-2		A-Workspace	Hotel-Office		A-Cube	Cube-Interior						
1802	Process	SSF83	8310104		A-Workspace	Hotel-Office		A-Office	Office-Interior						

Maps and Reports

Software Tool: CAFM/Adobe PDF

Audience: Workplace Planning/Customers



Map Types

- Allocation Occupancy - Floor plans with Space Allocations with Employee Occupancy
- Allocation Occupancy with Employee Level - Floor Plans with Space Allocations with Employee Occupancy and Employee Level
- Research Occupancy Maps - Floor Plans with Report of Researches Occupancy Data with Archibus Room information
- Conference Room - Floor plans with Conference rooms highlighted
- Room Net Sqft Maps - Floor Plans with each rooms Sqft listed
- Floor Plan Blanks - Floor plans with only room numbers used by planners to create manual one off reports
- Scenario Planning Reports - Reports displaying user built planning scenarios

Uses

Visual aids used regularly for decision making.

Process

- CAFM team developed automated process to produce maps
- CAFM team maintains processes regular to ensure integrity

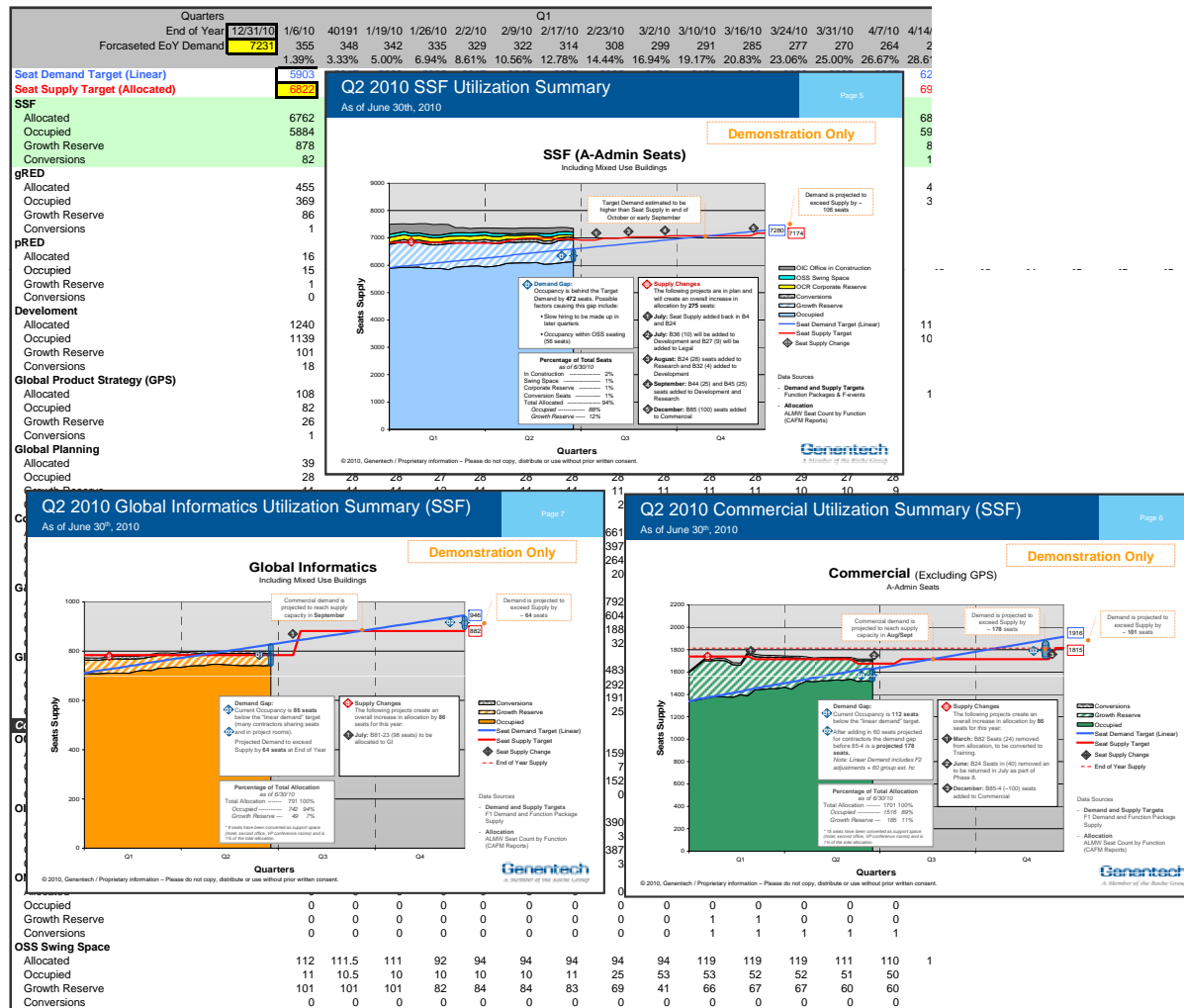
Supporting Tools

- CAFM (Data)
- EZ Hatch (Mapping Program)
- EZ Patter (Color Pallet Program)

Utilization Charts

Software Tool: Excel, PowerPoint

Audience: Planner use/Customer review



Uses

Allocation summary charts at various levels (All SSF, Major Function, Planning Unit) which represent the current Workplace/vacancy and the projected supply/demand of a particular group.

Process

- Pull CAFM report on Wednesday (weekly)
- Copy pivot tables from previous weeks report and point to new data
- Use "Utilization Pivot" to update data in utilization workbooks
- Import updated chart to PowerPoint
- Update analysis on PowerPoint

Supporting Tools

- CAFM Report: "ALMW Seats by Allocation Code"
- Excel Workbook Backup Docs

What did you find were the big benefits (“low hanging fruit”) of implementing IWMS?

- Credibility with key business partners, customers and executives
- Identify compression
- Deploy enterprise wide space standards
- Sync of all other database system (people soft, SAP, LDAP, etc.)
- Occupancy/Vacancy strategic decisions
- Merger/Able to produce company required reports
- Master Planning/RE/Ad Hoc Reports

Enterprise Project Benefits

- Accurate and timely communication of data to the executives on space/facilities utilization/occupancy /vacancy
- Efficient and streamlined process will produce financial results: (Approximately \$500K/Yr.)
 - Resulting in savings of move cost of \$350,000 Annually
 - ~30% reduction of labor resulting in savings of \$200,000 Annually

Software Tool: PowerPoint
Audience: Planner use

Customer Profile Package

Global Informatics Overview

Data Run: 5/18/10

Major Division	STG Code	STG Name	Cost Center	Cost Center Name
CIT Operations	02B-02N	CIT Equipment	1313	GI Direct Equip/Cont
			1316	GI Direct Research
			1610	Site Support Sys
			1380	GI Dir-CO Informatic
			885	Research & Prd Dev
CIT Operations	02B-02P	CIT Operations	808	Systems Operations
			814	Proc Mgmt/Develop
			822	GI Direct Tech Ops
			838	ATP
			877	GLMS
			886	Quality & Proc Imprv
			892	GI Direct-gCOI

Group Description

Our Mission:
GI's mission is to provide the information management services, products and strategies to enable Genentech to fulfill its mission.

Our Vision:
GI's vision is to be an industry model for great professional IT, consistently delivering to our customers with high efficiency and productivity while exceeding their expectations.

URL: http://www.genentech.com/employees/genentech_group.html

Organizational Information

VP of Group: Todd Plance
Space Decision Maker: Daniel Egert, Melissa Johnson, Scott Colombo
Tactical Space Planner: Erin Booth

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Adjacencies

External Adjacencies

Internal Adjacencies

Legend:
 - Same Building
 - Working Distance
 - Shuttle Ride
 - Embedded Group
 - Grouping

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Group Locations by Building

Upper Campus (801.33,324.25,26 - including 38) 6/7D South Campus (842.41,48) 1/7D

Mid Campus 10/10D

Gateway Campus (882.83,84,86) 1032/753 Lower Campus (845.6,7,9 - including 54) 44/36

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Space Program

Data Run: 1/19/10

Metric Information

Office to Cube Ratio

• By Allocation	Office: 352 (46%)	Cube: 427 (54%)
• By Employee	Employee: 472 (39%)	Cont/Temp: 619 (51%)

Employee to Contractor Ratio: /

Contractor to Seat Ratio: /

Work Style

- GI operates out of a variety of support spaces including:
 - Project Rooms
 - Labs
 - Storage (sometimes requiring special security)
- GI Contractors often sit in project rooms and have a high density ratio
- The GI Organization has a portion of their staff co-located around project rooms.
- Some smaller teams are dedicated to supporting customers in specific buildings.

Space Requirements

Room Type	Room Use	Room Count	Room Area	Room Capacity
A-CUBE	Admin Inator Cube	434	36,761	434
A-CUBE	Admin Window Cube	3	318	3
A-OFFICE	Admin Inator Office	70	6,946	70
A-OFFICE	Admin Window Office	262	31,432	262
A-SUPPORT	File Area	1	87	0
A-SUPPORT	IT Lab	17	7,437	10
A-SUPPORT	Special Use Space	4	1,350	2
A-SUPPORT	Storage Area	18	2,831	3
A-SUPPORT	Training Computer	3	1,824	0
A-SUPPORT	Up Conference Room	1	111	1
A-SUPPORT		1	80	0
A-WKSPACE	Admin Holding Cube	4	534	4
A-WKSPACE	Admin Holding Office	3	606	3
A-WKSPACE	Project Room	16	8,077	16
A-WKSPACE	Second Office	2	222	2
A-WKSPACE	Touch Down Space	3	212	3

Notes:

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Uses

Tool to help summarize various aspects of a group and their space including organizational structure, adjacencies, location of staff and space program. Can be used by planners for analysis within WP and with the customer.

Process

- Pull applicable CAFM reports and input changes
- Review and Document Customer Feedback

Supporting Tools

- Customer Profile section in Web Central
- gWiz (for Org Structure)
- Customer Feedback

Space Request Log (Web Central)

Software Tool: CAFM (Web Central)

Audience: Planner use

The screenshot displays the 'Space Request Review' page in the Web Central system. The interface includes a navigation menu on the left with options like 'Space Request Log', 'Add New', and 'Refresh'. The main content area is divided into several sections: 'Request Contact Information', 'Group Allocation and Org Information', 'Current Information', 'Request Space Information', and 'Completion Information'. Each section contains various fields for data entry and selection, such as 'Request ID', 'Request Date', 'Request Status', 'Requester', 'Space Planner', 'Allocation Code', 'Function Code', 'Division Code', 'Campus ID', 'Title', 'Request Description', 'Request Headcount', 'Seat Types', 'Proposed BU/PL', 'Created By', 'Request Method', 'Request Priority', 'Space Contact', 'Space Manager', 'Current BU/PL', 'Target Date', 'Planning Notes', 'Request Seatcount', 'Project Type', 'Approved plan', and 'Approval Date'. A sidebar on the right shows a list of requests, with 'GMP Compliance' selected.

Uses

This system documents space requests which require changes in planning/allocations. Requests into this system can also be displayed for open review and discussion during planning meetings

Process

- Space Planner submits a request for allocation changes
- Space Management team review and discuss planning options (formal planning process is followed if required)
- Option approved and documented
- Request is closed

Source (File Path)

Web Central : Space > Web Request Tools

Supporting Tools

- Formal Planning Process

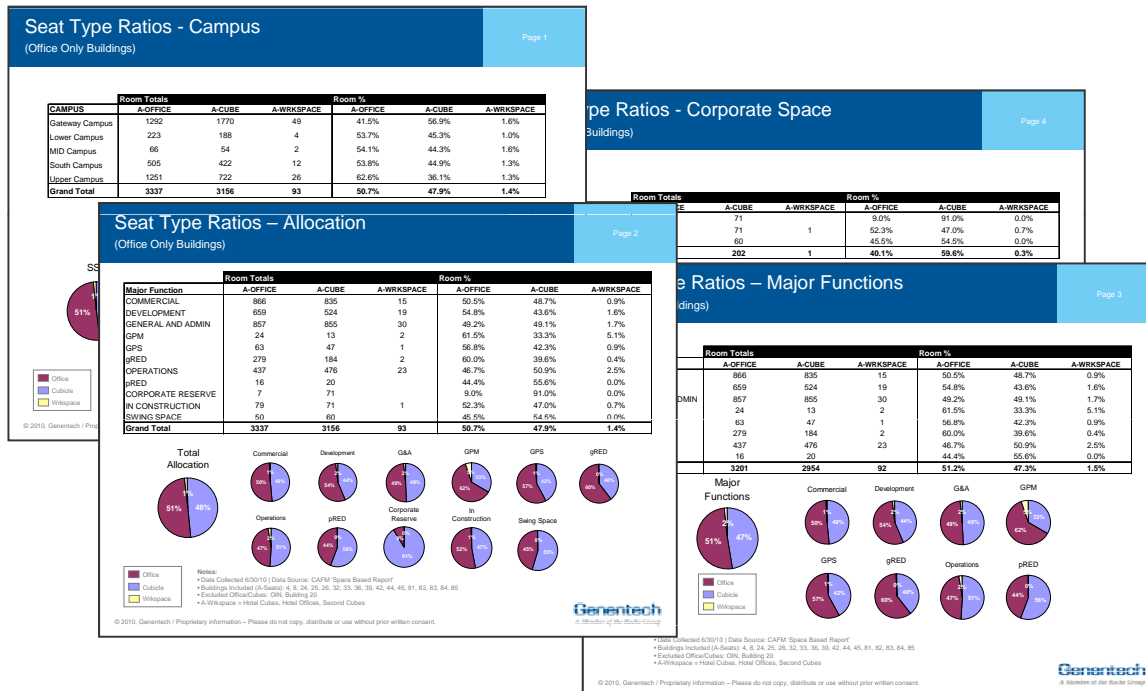
What performance measures are provided by IWMS?

- Accuracy with Space Occupancy to be at 98%
- Space efficiency utilization
- Seat ratios by entitlement
- Number of EE/SQ. Ft
- Tracking churn
- Error reduction with data
- Reduction in labor and time –manual tasks to automated tasks

Seat Ratios

Software Tool: Excel, PowerPoint

Audience: Data Binder/Planner use



Uses

These reports provide a repeatable review of cube office ratios both by supply and demand. For reporting on a quarterly basis or for help to reviews of space by project.

Process

- Pull CAFM Report
- Copy into excel report workbook
- Refresh “Pivot Tables”
- Update worksheet tables with new info
- Paste updated tables and charts into PowerPoint

Supporting Tools

- CAFM Reports:

Software Tool: Excel

Audience: Planner use

Complex data pulled directly through CAFM

USE2	OFFICE ONLY					
RM_CAT	ADMIN					
RM_USE	(Multiple Items)					
PLN_ID	(Multiple Items)					
Data RM STD						
Room Totals Room %						
CAMPUS	BL_ID	FL_ID	CUBE	OFFICE	CUBE	OFFICE
Upper Campus	SSF24	01	151	286	35%	65%
SSF24 Total			151	286	35%	65%
	SSF25	01	35	84	29%	71%
		02	40	77	34%	66%
SSF25 Total			75	161	32%	68%
	SSF26	01	39	68	36%	64%
		02	38	80	32%	68%
		03	32	81	28%	72%
		04	30	82	27%	73%
SSF26 Total			139	311	31%	69%
	SSF32	01	29	30	49%	51%
		02	42	57	42%	58%
		03	42	58	42%	58%
		04	41	54	43%	57%
		05	43	52	45%	55%
SSF32 Total			197	251	44%	56%
	SSF33	02	41	60	41%	59%
		03	41	59	41%	59%
		04	37	52	42%	58%
		05	32	53	38%	62%
SSF33 Total			151	224	40%	60%
	SSF31	01	15	35	30%	70%
		02	36	89	29%	71%
		03	38	94	29%	71%
		04	25	69	27%	73%
		05	38	81	32%	68%
SSF31 Total			152	368	29%	71%
Upper Campus Total			865	1601	35%	65%
Grand Total			865	1601	35%	65%

RM_TYPE	Data			
A-CUBE	A-CUBE		A-OFFICE	
Op Level	# Seated	% of Total	# Seated	% of Total
	1	100%		0%
	48	100%		0%
	63	98%	1	2%
	111	93%	9	8%
	4	80%	1	20%
		0%	1	100%
	4	100%		0%
	36	100%		0%
	1	33%	2	67%
	3	23%	10	77%
	271	92%	24	8%
nsultant	134	96%	6	4%
gular	2	40%	3	60%
	136	94%	9	6%

Office				
D1		0%	38	100%
D2		0%	23	100%
D3		0%	7	100%
E4	52	32%	111	68%
E5	2	3%	70	97%
E5A		0%	9	100%
E6	1	33%	2	67%
O1		0%	1	100%
S3		0%	20	100%
S4		0%	37	100%
Office Sum	55	15%	318	85%
Grand Total	462	57%	351	43%

Uses

Will organize data into a readable report. These reports can be used to help determine specifics about a group or building.

Process

- Select a data set from CAFM (convert data to .xls format if needed)
- Run "Pivot Table Wizard" from Data Menu
- Arrange available data into pivot report and format accordingly

Supporting Tools

- CAFM reporting

★ Helpful Hints

Look for people in this department to help demonstrate how pivot tables are created

Must haves:

- Quality Control
- Data must be accurate and timely!
- Data normalization....BOMA standards, naming conventions, space standards
- Enterprise involvement is a must!
- Proper staffing and funding
- Systems Architect vs. data entry
- Programming and SQL a must
- Planner who can translate needs into business requirements
- One set of numbers and definitions are critical to the success
- Ensure the entire team can maintain the same repeatable reports

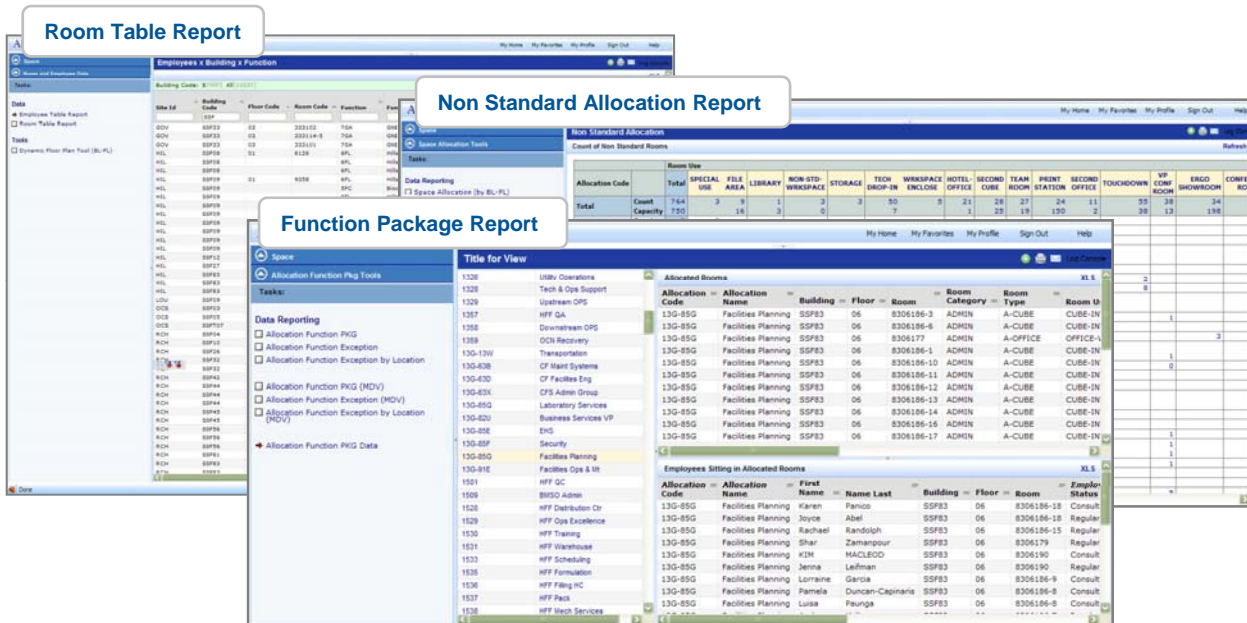
Unexpected benefits:

- Decrease in HC
- Minimizes duplication of effort and information (single one stop shop vs. individual use of other systems)

Software Tool: CAFM

Audience: Workplace Planning/Management

Standard Reports



Uses

Reports on the CAFM system provide a snapshot of a set of data. These reports can be arranged and customized in a variety of formats. Additionally, these reports can be downloaded and further analyzed.

Process

- Reports are available through Web Central
- Reports are automated from the current data
- CAFM regularly maintains integrity of the data to ensure accurate reporting

Source (File Path)

Web Central

Supporting Tools

- CAFM based data

Reports

- Employee Table Report
- Room Table Report
- New Hire Expirations Update
- New Hire Data Report
- Employee Exception Report
- Employee Exception Report
- Employee Table Report
- Allocation Leading Report
- Space Allocation by building/ floor
- Converted Seat Report by building
- No Seat Allocation Count by building by allocation by building
- Employee Level within Allocated Space
- ALMW Seats (by BL by Allocation Code)
- Allocation Function Package
- Allocation Function Package Exception
- Allocation by location
- Allocation Function Package by MDV
- Allocation Function Package Exception by MDV
- Allocation Function Exception by Location by MDV
- Allocation Function Package Data Dump
- Space Request Review
- Space Request Achieve

Ad Hoc Reports

The screenshot displays a multi-paneled software interface. On the left, a 'SQL Scripting' window shows a complex SQL query. In the center, an 'XML' window displays a large block of XML code. To the right, a 'Web Central' window is visible. The main window, titled 'Report Output', shows a table with columns for 'Building', 'Address', 'Area', 'Building Type', 'Public/Lease', 'Building Cost', 'Lease Start', 'Lease End', and 'Area'. The table contains multiple rows of data, with some rows highlighted in yellow. The report is titled 'SSF Master Building & Property Report'. At the bottom of the interface, there is a 'Genentech' logo and a copyright notice: '© 2010, Genentech / Proprietary information - Please do not copy, distribute or use without prior written consent.'

Reports

- Employee by Grade Level
- Office Qualification Report
- Net Square Feet per Seat
- Net Square Feet per Person
- Seated Consultants by Function
- Square Feet by Building/Use
- Various Reports for Headcount, Seatcount, Vacancy, Square Footage, and Occupancy

Software Tool: SQL+/CAFM/Excel

Audience: Workplace Planning/Management

Uses

In order to meet demand for specialized reporting, the CAFM team is able to

Process

- Request for specific data is sent to the team
- CAFM builds scripting used to pull specific data (SQL & XML)
- Script is run (Web Central)
- Data is then organized into a simple, readable table or chart (Report Output)

Supporting Tools

- SQL+
- Archibus

Note:

Archibus v19 will help further automate the process for report outputs.

Real Estate Data & Reporting

Software Tool: CAFM/Excel/PowerPoint

Audience: Workplace Planning/Management

State, City	Location	Event Type	Event Notice Date	Event Effective Date	Comments	CRE Strategy
USA - IL - Lake	Crystal Clear Aquarium Maintenance	Expiration			MONTH TO MONTH TERM - Contract for Aquarium cleaning for the Roche location at Naperville Road	Buy/MTM
USA - PR - San Juan	Ego Display	Expiration			MONTH TO MONTH TERM - Contract for storage	Buy/MTM
USA - PR - San Juan	Westernbank World Plaza - Ste 805	ON-GOING - Early Termination				
USA - NJ - Nutley	800 Bloomfield Avenue - Lower Level	Expiration	30-Sep-2009	30-Sep-		
USA - PR - San Juan	Westernbank World Plaza - Ste 805	Renewal	01-Mar-2010	01-Apr-		
USA - PR - San Juan	Westernbank World Plaza - Ste 805	Expiration	31-Mar-2010	31-Mar-		
USA - RI - Providence	56 Exchange Terrace - Suite 301	Renewal	31-Mar-2010	01-Apr-		
USA - MD - Rockville	1700 Rockville Pike - Office 408	Renewal	01-Jun-2010	01-Aug-		
USA - MD - Rockville	1700 Rockville Pike - Office 408	Expiration	31-Jul-2010	31-Jul-		
USA - NJ - Clifton	1255 Broad Street	Expiration	31-Aug-2010	31-Aug-		

Quick Facts

Genentech currently owns and leases over 8.3 million square feet of commercial real estate:

- 5.2 gross sq. ft total in South Francisco; 2.8 owned and 1.9 leased
- GNE controls 122 buildings and offices with 64 owned
- Roche manages 14 field offices 326.1k sq.ft.

Location	Address	Options	Lease Type	Lease Expiration	Address
Cambridge, MA	101 Main Street	None	Full Service	3/31/2012	18th Floor
Sacramento, CA	1890 9th Street	1 - 3 year option	Full Service	4/30/2012	Suite 2100 & 211
Washington, DC	1399 New York Ave	1 - 5 year option	Net	2/29/2020	3rd Floor
Washington, DC	1399 New York Ave	None	Gross	9/29/2011	4th Floor
Washington, DC	901 New York Ave	None	Gross	9/29/2011	Storage
Hoboken, NJ	111 River Street	2 - 2 year options	Full Service	8/31/2010	10th Floor
6 Satellite Offices					
Louisville, KY	7100 Riverport Drive	2 - 5 year options	Net	2/4/2016	
1 Distribution Center					
Southlake, TX	1460 Main Street	1 - 3 year option	Gross	5/31/2015	Suite 222
Atlanta, GA	1200 Ashwood Pkwy	None	Full Service	6/30/2014	Suite 130
Chicago, IL	40 East Hinsdale	None	Full Service	12/31/2011	Suite 202
San Juan, PR	El Monte Mall	None	Net	12/31/2010	Suite 250
Cyrus, PA	2 Balla Plaza	Auto Renewal	Gross	1/31/2010	
9 Genentech Field Offices					
Ontario, CA	3401 Centrallake Dr	None	Full Service	4/30/2011	Suite 450
Washington, DC	1426 K Street	1 - 5 year option	Full Service	1/31/2014	8th Floor
St. Petersburg, FL	1150 2nd Ave	2 - 5 year options	Full Service	9/30/2011	Suite 850
Lisle, IL	4225 Naperville Rd	1 - 5 year option	Net	1/31/2012	Suite 260
Rockville, MD	1700 Rockville Pike	Auto Renewal	Mod. Lease	7/31/2010	Suite 408
Livonia, MI	3877 West Six Mile Rd	None	Full Service	2/28/2012	Suite 307
Citron, NJ	1255 Broad Street	1 - 5 year option	Full Service	10/31/2011	Bldg 1-3
Little Falls, NJ	150 Clove Road	1 - 5 year option	Full Service	2/28/2014	6th & 8th Floor
Nutley, NJ	800 Bloomfield	None	Full Service	5/31/2010	Lower Level
San Juan, PR	Westernbank World Plaza	Auto Renewal	Gross	3/31/2010	Suite 805
Providence, RI	56 Exchange Terrace	1 - 5 year option	Full Service	3/31/2011	Suite 301
Lewisville, TX	417 OakBend Drive	None	Full Service	1/31/2012	Suite 250
Madison, WI	465 Spang Drive	2 - 5 year options	Net	2/28/2019	
Madison, WI	South Rosa Road	3 - 2 year options	Net	8/31/2013	Bldg 500, 502 &
14 Roche Field Offices					
Totals					

Owned	Total	SSF	RWC	VV	DXN	OCS	HBO	SNG	SDC	Satellite	Dist.	Field	Roche	Centr WH	Total
Number of Buildings	61	1	11	1	10	2	3	1	4	1	1	14	1	1	122
Owned	35	1	1	1	10	2	1	1	1	1	1	14	1	1	64
Leased	19	0	1	0	0	0	0	0	0	0	0	0	0	0	54
MP	7	0	0	0	0	0	0	0	0	0	0	0	0	0	7
GSF in Ksf*															
Owned	2,863.3	724	898.4	149.1	592.1	308.8	344.4	76.7	33.1	164.4	9.0	326.1	7.5	8,366.3	
Leased	1,958.9	0.0	14.4	0.0	0.0	2.8	4.0	78.7	32.1	164.4	9.0	326.1	7.5	2,286.5	
MP	442.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	442.2	

- 1 Includes trailers and parking structure with occupiable space
 - 2 Satellite - Cambridge MA, Sacramento CA, Washington DC (2 locations), Hoboken NJ
 - 3 Roche Field Offices
 - 4 Acreage figure includes railroad parcels
 - 5 Data Source: SSF from Archibus, All other sites from mix of information from 3rd party consultants, Real Estate and Site Managers
 - 6 Satellite and Field noted in Rentable Square Footage (RSF)
 - 7 Centr WH - Lease Warehouse Located in Vacaville used to store miscellaneous Genentech Property
 - 8 MP - Misc. Properties Leased to 3rd Parties, Use for Storage of GNE Property and Vacant
- *Red indicates data change



Uses

Real Estate requires specific data to be reported from both CAFM and JLL data sources. The CAFM team can give reports to fulfill this purpose.

Process

- Real Estate defines criteria for a report
- CAFM team produces data
- JLL data is merged if requested
- Reportable tables are provided back to Real Estate

Supporting Tools

- CAFM System
- JLL Data

Reports

- Quick Facts
- Dixon Master Real Estate Report
- Distribution Center, Satellite & Field Office Master Real Estate Report
- On Going Property and Income Property Events

Questions?

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