FBPTA Core Competencies & Curriculum
Overview of the 2013 Annual Update

Federal Facilities Council
Committee on Workforce Development

Brian Gilligan, PE, LEED-AP
Sustainability Program Manager, GSA
What is the 2013 Annual Update?

The 2013 update to the FBPTA Competencies and Curriculum is here.

FBPTA - 2013 Annual Update

The attached document provides an overview and explanation for the 2013 annual update of the FBPTA Core Competencies and Recommended Curriculum.

FBPTA Training Resource Submission Form

Submitted by brian.gilligan on Fri, 05/03/2013 - 11:59

The Federal Buildings Personnel Training Act requires GSA to identify "qualifications".
Agenda

• Competency Model guidance
• Recommended Curriculum approach
• Update on GSA’s implementation efforts
• Future steps - Competency Advisory Group
• Get you to participate!
“Functional Roles” Defined by FBPTA

FMI: Federal Buildings Personnel
~50,000 Civil Servants; + Contractors
(Program – 1 FTE, $200K Annual Budget)

FAI: Federal Acquisition Personnel
~75,000 Civil Servants
(Program – 12 FTE, $10M+ Annual Budget)

GSA: Mostly GS-1176, Building Managers
GSA: Mostly O&M Contractors

Specialized skills required to varying degrees by all
### Overview of Competency Update

<table>
<thead>
<tr>
<th>Competency Area (12)</th>
<th>Core Competency (43)</th>
<th>Primary Responsibility</th>
<th>FM</th>
<th>EM</th>
<th>O&amp;M</th>
<th>High Priority</th>
<th>Early Career</th>
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<tbody>
<tr>
<td>1a Building Systems</td>
<td></td>
<td></td>
<td>Yes</td>
<td>Yes</td>
<td></td>
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<tr>
<td>1b Building Interior</td>
<td></td>
<td></td>
<td>Yes*</td>
<td>Yes</td>
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<tr>
<td>1c Building Exterior</td>
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<td></td>
<td>Yes*</td>
<td>Yes</td>
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<td>1d Other Facility Systems</td>
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<td>2a HVAC Systems</td>
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<td>2b Electrical / Mechanical Systems</td>
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<td>2c Life Safety Systems</td>
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<td>2d General Building Maintenance</td>
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<td>2e Best Practices &amp; Innovation</td>
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<td>3a Technology Solutions</td>
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<td>5a Basic Requirements</td>
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<td>9c Closeout</td>
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### How the Update is Organized

#### Links:
- [Overview of FBPTA 2013 Annual Update](#)
- [Competency Model & Recommended Curriculum](#)
Understanding “Federal References”

- Federal References – unique to Federal government
- Local knowledge – unique to an individual location
- Agency-specific – unique to an individual agency
- Cannot claim credit from qualifications alone
## Federal High-Performance Green Buildings

### Recommended Curriculum

<table>
<thead>
<tr>
<th>Parent Organization</th>
<th>Qualification Name</th>
<th>Website</th>
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#### Facility Management Role Competencies

<table>
<thead>
<tr>
<th>Competency Areas</th>
<th>Core Competencies</th>
<th>Performances</th>
<th>Early Career?</th>
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<tbody>
<tr>
<td>Management of Facilities O&amp;M</td>
<td>Building Systems</td>
<td>FM</td>
<td>Yes</td>
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<tr>
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<td></td>
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<td></td>
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<td>FM</td>
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<tr>
<td></td>
<td></td>
<td>FM</td>
<td>Yes</td>
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</table>

**Certified Measurement & Verification Professional (CMVP)**

Association of Energy Engineers, in cooperation with the Efficiency Valuation Organization (EVO), has established the Certified Measurement and Verification Professional program with the dual purpose of recognizing the most qualified professionals in this growing area of the energy industry, and raising the overall professional standards within the measurement and verification field.

**Federal References, Local Knowledge, or Agency-Specific Processes; must be verified by supervisor**

Click on links to see website references.

**FED Ref**
Defining a Recommended Curriculum

**Vendor Evaluation Criteria**
- Near-term: Process to confirm alignment
- Long-term goal: Formal conformity model

**Provider Program Requirements**
- JTA-based learning objectives
- Syllabus, lesson plan
- Assessment of results
- Adequate staff / facilities

**Competencies**
- FBPTA
- Agency-specific

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**Accreditation**

FBPTA or 3rd Party

**FBPTA “Qualifications”**
- Certificate Programs / Certifications
- Professional Registrations / Licenses

**FBPTA Competency Model**

Core Competencies and performances

Based on Job Task Analyses and community review

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**Accreditation**: Given to a program or institution by an objective evaluating body as meeting a set of standards.

**Individual Credential**: Given to an individual by an objective evaluating body as meeting a set of standards.
Qualification Review Process

Step 1
- Agency identifies a qualification

Step 2
- Qualification provider prepares [FBPTA Submission Form](#), and
- submits form and materials to [AskFMI@gsa.gov](mailto:AskFMI@gsa.gov)

Step 3
- 3rd Party Contractor reviews and provides an evaluation
- Qualification provider allowed a response

Step 4
- Submission and final evaluation are posted on FMI for comment

Step 5
- Updates are made to FBPTA Curriculum and Core Competency Web Tool

3rd Party evaluations to begin August 2013
GSA – FBPTA Implementation

Facility Management Institute  
GSA - OFHPGB

- Maintain the FBPTA Competency Model
- Maintain Recommended Curriculum
- Provide technical assistance to agencies
- Develop FMI website and Core Competency Web Tool

Human Capital Planners  
GSA - Chief People Officer

- Maintain National GS-1176 Classification
- Implement PD / Performance Plan updates
- Coordinate with Collective Bargaining Units
- Coordinate with National CHCO Council

Practitioners  
PBS - FMSP

- Conduct baseline assessment of personnel
- Identify training priorities from assessment
- Establish and implement training plans
- Provide feedback on competency model, curriculum and tools

FEDERAL HIGH-PERFORMANCE GREEN BUILDINGS
## GSA - Organizational "Coverage"

<table>
<thead>
<tr>
<th>Competency Area</th>
<th>Core Competency</th>
<th>Performance</th>
<th>Property Management</th>
<th>Energy Management</th>
<th>Environmental Compliance</th>
<th>Life Safety</th>
<th>Asset Management</th>
<th>Project Management</th>
<th>Leasing Asset Manager</th>
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</thead>
<tbody>
<tr>
<td>1. Management of Facilities (High Priority / High Value)</td>
<td>1. Demonstrate familiarity with building systems.</td>
<td>P</td>
<td>A</td>
<td></td>
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<td></td>
<td>2. Demonstrate ability to work with facilities team to assess a facility's need for building systems.</td>
<td>P</td>
<td>A</td>
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<tr>
<td></td>
<td>3. Demonstrate ability to oversee the acquisition, installation, and operation of building systems.</td>
<td>A</td>
<td>P</td>
<td>A</td>
<td></td>
<td>A</td>
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<td></td>
<td>4. Demonstrate ability to work with facilities team to establish practices and procedures.</td>
<td>A</td>
<td>P</td>
<td>A</td>
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<td></td>
<td>5. Demonstrate ability to work with facilities team to determine and administer the allocation of building systems' resources.</td>
<td>A</td>
<td>P</td>
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<td></td>
<td>6. Demonstrate ability to monitor and evaluate how well building systems perform.</td>
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<td></td>
<td>7. Demonstrate ability to manage corrective, preventive and predictive maintenance.</td>
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<td></td>
<td>8. Demonstrate ability to work with facilities team to develop emergency procedures for building systems.</td>
<td>A</td>
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<td></td>
<td>9. Demonstrate knowledge of how to implement disaster recovery plans for building systems as required.</td>
<td>A</td>
<td>P</td>
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<tr>
<td>2. Building Interior</td>
<td>1. Demonstrate knowledge of how to evaluate building structures and permanent interiors.</td>
<td>P</td>
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<td></td>
<td>2. Demonstrate ability to manage the service/repair requests and maintenance and cleaning needs of building structures and permanent interior elements.</td>
<td>P</td>
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<tr>
<td></td>
<td>3. Demonstrate ability to evaluate furniture and equipment performance.</td>
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<td></td>
<td>4. Demonstrate ability to manage the maintenance and cleaning of furniture and equipment.</td>
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<tr>
<td>3. Building Exterior</td>
<td>1. Demonstrate familiarity with managing grounds and exteriors, parking structures, site utilities, landscaping and grounds, external envelope (roof, brick, masonry, etc.).</td>
<td>P</td>
<td>A</td>
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<td></td>
<td>2. Demonstrate ability to assess the effect of climate and extreme environmental conditions.</td>
<td>P</td>
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<td>3. Demonstrate ability to evaluate the performance of grounds and exterior elements.</td>
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<td>4. Demonstrate ability to assess the need for alterations in grounds and exterior elements.</td>
<td>A</td>
<td>P</td>
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<td>5. Demonstrate ability to manage the maintenance and custodial needs of grounds and exterior elements.</td>
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<td>4. Other Facilities Systems</td>
<td>1. Demonstrate ability to manage equipment and infrastructure for vehicles and vehicle maintenance.</td>
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<td></td>
<td>2. Demonstrate ability to work with Security Personnel as required.</td>
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</table>
Position description and Performance Plans for GS-1176 property manager position need greater technical emphasis:

- Operate & maintain HVAC systems
- Technology - BAS, CMMS
- Demand reduction strategies
- Design “Infrastructure”
- Managing sustainability programs
- Life cycle cost analysis (LCCA)
Early Assessment Results

Assessment Results by Core Competency Area, All Grades

- O&M Management
- O&M Performance
- Technology
- Energy Management
- Safety
- Design
- Sustainability
- Water Efficiency
- Project Management
- Business, Budget
- Leadership
- Performance Measures

- Required
- Complete by Approved Qualifications
- Not Required
# Early Assessment Results

## Workforce Qualifications

<table>
<thead>
<tr>
<th>Certifying Entity</th>
<th>Qualification</th>
<th>Count</th>
<th>Percent of Workforce</th>
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<tr>
<td>BOMI</td>
<td>Real Property Administrator (RPA)</td>
<td>156</td>
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<td>BOMI</td>
<td>Facilities Management Administrator (FMA)</td>
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<td>LEED</td>
<td>Green Associate</td>
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<td>BOC</td>
<td>Building Operator Certification (BOC)</td>
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<td>IFMA</td>
<td>Facility Management Professional (FMP)</td>
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<td>BOMI</td>
<td>Facilities Management Certificate (FMC)</td>
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<td>GMU</td>
<td>FM Certificate</td>
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<td>BOMI</td>
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<td>LEED</td>
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## Employees Claiming a Qualification

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<td>GS11 &amp; Below</td>
<td>61</td>
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<td>GS12/13</td>
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<td>GS-14/15</td>
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<td>Total</td>
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Competency Advisory Group

- Comprised of reps from major landholding agencies
- Updated membership list maintained on FMI.gov
Advisory Group - Tasks

• Priority on developing “High-Priority / High-Value” competencies
• Differentiate performances:
  • Distinctions between early career and master proficiency?
  • Distinctions where functional roles overlap?
  • When / what experience is necessary for proficiency
• How do we address small, distributed locations?
• Consider “sector” working groups
  • Healthcare, specialized labs, secure locations, collections
• Better define continuing education, contractor compliance
FBPTA - Next Steps

- Stakeholder input on Competency Model – Aug 12th
- Start 3rd Party Qualification Reviews – Aug 15th
- Advisory Group Meetings – Aug 28th
- Curriculum update submissions – Aug 31st
- Final updates to Model and Curriculum – Sep 30th
Community of Practice

• Beginning in September 2013
• Present topics of interest to Facility Managers
• Start with a focus on “Federal References”
• Develop a constituency, build a resource library
• Please suggest topics!
Conclusion

• Questions / discussion?
• Give feedback
  – Competency model and recommended curriculum are drafts
  – Post comments on FMI thread, or, email AskFMI@gsa.gov
• Get involved - visit www.fmi.gov and register!
• My contact information: brian.gilligan@gsa.gov