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RECEIVED

MAR 22 2010

PUBLIC SERVICE
COMMISSION

March 22, 2010

Mr. Jeff Derouen:
Executive Director
Kentucky Public Service Commission
211 Sowder Blvd.
P.O. Box 615
Frankfort, KY 40602-0615

Hand Delivered

Dear Mr. Derouen:

Enclosed you will find an original and five (5) copies of the response to the Commission Staff's Second Supplemental Data Request on the revised application of South KY RECC's certificate of convenience and necessity to construct a new headquarters facility in Somerset, Kentucky.

Original scale drawings for Item No. 2 page 4 and 5 of 8 are included with the original filing.

If I can be of any further assistance, please contact me at 606-678-4121.

Sincerely,

A handwritten signature in cursive script that reads 'Stephen Johnson'.

Stephen Johnson
Vice President of Finance
South KY RECC

jb Enclosures

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q. 1. Explain, in narrative form, the steps South Kentucky took to address the concerns expressed in the Commission's Order dated October 15, 2009 regarding the size and scope of South Kentucky's proposed headquarters.
- R. 1. In the Commission's order dated October 15, 2009 the Commission suggested South Kentucky utilize the 2008 Space Analysis as a basis for redesign while considering the near term needs with the potential for future expansion when needed.

Through this process we have analyzed each area of the proposed design and have arrived at a proposal that meets the objective of reducing size and cost in a reasonable and economically feasible manner.

As stated in the order the proposed Somerset design totaled 134,112 square feet while the 2008 Somerset Space Analysis recommended a total of 121,900 square feet for the facility, which was comprised of 49,200 square feet of office space and 4,900 square feet of community room space for a total of 54,100 square feet of office building space and 67,800 square feet of garage, warehouse and shops. Through this process we reduced the size of the proposed Somerset Facility by 9% resulting in the following recommendations: 41,160 square feet of office space and 4,900 square feet of community room space for a total of 46,060 square feet of office building square footage, 60,862 garage, warehouse, and shops, and 15,390 square feet of fleet parking, for a total of 122,312 square feet.

Several areas were considered for possible reduction and were evaluated based on the reduction cost versus the effect on redesign and the long term effect to efficiencies. The areas chosen to be reduced meet the criteria of providing near term needs with the ability to expand in an economically feasible manner.

The second objective was to reduce cost. As stated in the order dated, October 15, 2009, the estimated cost of the proposed Somerset Headquarters Facility was \$18.1 million. The cost has been reduced as a result of the reduced square footage of the facility, a reduction in the proposed site improvements and the reduction in material and labor cost that are attributed to the suppressed economy. The new construction budget for the proposed design has been reduced by 15.5% for a total project cost of \$15.3 million dollars.

South Kentucky shares the concern and responsibility that the Commission expresses regarding the impact of this facility on the members we each serve. We also recognize our responsibility to have the resources and be prepared to serve our membership as we grow. The design and operation efficiency of the new facility would allow us to deploy new and emerging technologies more effectively which will aid us in improving reliability, quality of service and providing energy efficient choices to our members.

We feel that the revisions that have been proposed addresses the commissions concerns related to the size and scope of the project.

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q. (2) Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 2(b). South Kentucky states that it analyzed the following four areas for reduction: i) corridor widths; ii) community rooms and marketing wings; iii) engineering department; and iv) information technology department.
- a. Provide the papers, worksheets, calculations, and any and all documentation establishing the estimated cost savings associated with each of the four areas listed above.
 - b. Explain what is meant by "[i]n all cases the estimated cost savings were not commensurate with the loss of space" Provide the data and analysis supporting this statement.
 - c. Provide the papers, worksheets, calculations, and any and all documentation establishing the costs associated with redesigning the four areas listed above.
 - d. Provide the papers, worksheets, calculations, and any and all documentation establishing that the "reductions recommended provide the highest value of savings, minimal redesign costs, lowest negative impact to the overall design, and 'reasonably' cost effective opportunity to recapture the lost areas in future construction phases."
- R. 2(a) Reference color coded floor plan Item No. 2 pages 4 thru 5 of 8. These plans identify locations where reductions were proposed and the corresponding square footage for each of the four areas. Then refer to Item No. 2 Attachment A page 6 of 8 which states the dollar values associated with each of the areas established by the Architect/owner for reduction. D. W. Wilburn used square foot cost associated with the As Bid drawings as a baseline and adjusted the square foot cost down to be conservative with the adjusted square foot deduction. For example, reducing the corridor width of the Office Building would not provide reduction in lighting, HVAC, or wall in place; therefore would not merit the entire As Bid square foot cost of the Office Building. For a second example, reduction in the outdoor transformer dock area by one bay would not constitute the total square foot cost of the warehouse since the area is not a conditioned space. With the square foot cost known through the prior

Witness: Doug Wilburn (2a, 2b, 2c, 2d)
Witness: Margaret Jacobs (2d)

bidding process, this scenario would suffice and one would see these indicated deductions in a later bid process. D. W. Wilburn and the design team chose not to add additional cost to the owner through additional design or bidding prior to PSC review, but these numbers reflect accurate budgeting cost.

- R. 2(b) The cost savings to reduce square footage in the office building would be much less than the additional cost required to build these areas at a later date.
- R. 2(c) Please see Item No. 2 Attachment B page 7 of 8. The Architectural design fees associated with the redesign of the four areas of the office building is \$12,000.00 (Items 1-4 on Attachment B only). The structural engineer, site engineer, mechanical engineer, and the electrical engineer each would have similar cost for redesign, thus fees to make these changes could exceed \$48,000.00.
- R. 2(d) In October of 2009 SKRECC reviewed the size and scope of the proposed new SKRECC headquarters. At that time goals were established to reduce overall square footage of the combined office, warehouse, community / training room and Cold Storage Parking by approximately 12,000 GSF and to reduce the estimated cost by approximately 15.5% (2.8 million dollars). During this period many cost saving items were considered.

Cost reduction items that resulted in “dollar for dollar” savings were selected in preference over items that would have a higher cost if they needed to be added at a later date. Omitting, or deferring site improvements (curbs, landscaping, pavement, etc) to a later date result in “dollar for dollar” savings. These items can be defined as “stand alone” improvements that are not typically impacted by the overall size of the project.

Although omitting, or deferring construction of pre-engineered cold storage parking structures does not result in “dollar for dollar” savings it is considerably more cost effective than reduction of office building square footage.

The “cost savings efficiency” of reducing office building square footage is marginalized in three ways. 1) Square foot building construction costs “go up” as the total square footage of a project “goes down”. Therefore, if square feet are removed from the office building it will not result in a “dollar for dollar” savings AND 2) if it is determined that the space is needed it will be significantly more costly to construct it at a future date because the size of the construction project will be small in comparison to the current project. This relationship between square foot costs and project

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

scope is referred to as "economy of scale". Additionally, 3) square foot reductions in buildings require additional design services which increase the total project cost.

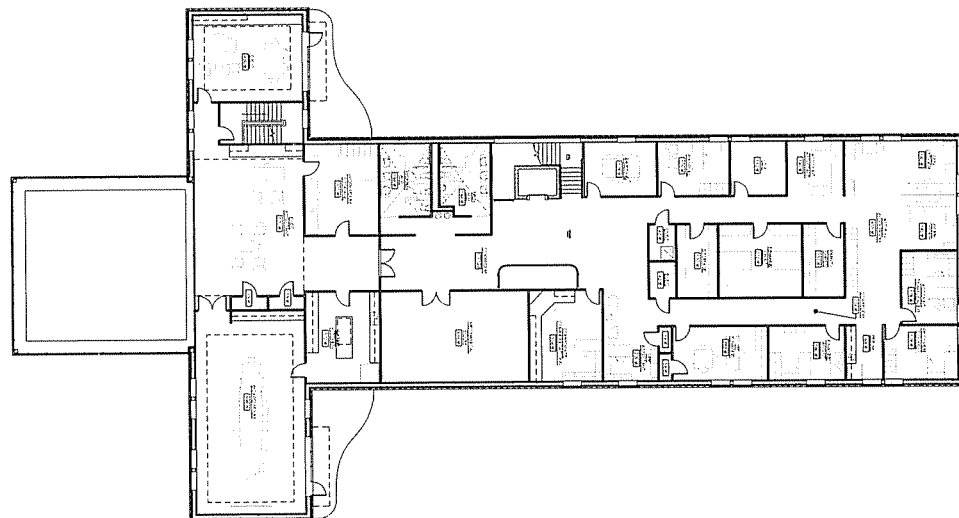
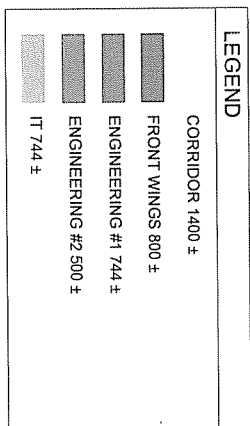
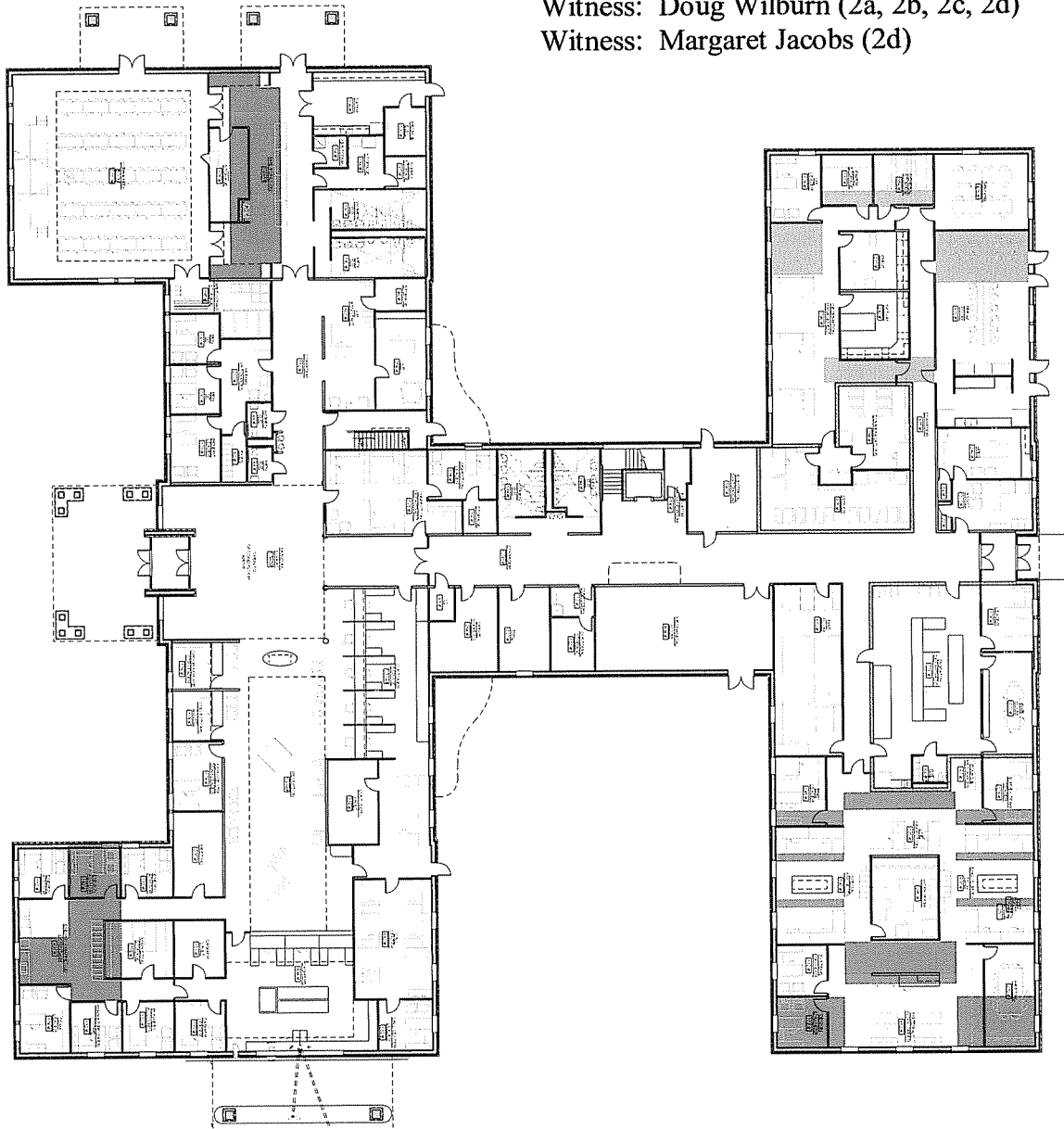
Please see Item No. 2 Attachment C page 8 of 8, which states the dollar values associated with each of the areas established by D. W. Wilburn, Inc. for deduction. D. W. Wilburn provided this value engineering to the owner because we saw the value in not redesigning the office building. The owner would accrue additional design fees in the redesign of the office building. Many of the items D. W. Wilburn value engineered could be provided to the owner without a new building design and primarily consisted of exterior amenities. These exterior amenities could be provided at a later date and would not be detrimental to the overall project. For instance, landscaping could be provided through SKRECC own forces or contracted out at a later time and this would not be detrimental to the program or accrue additional design cost (landscape design completed). For instance, providing HD asphalt in lieu of concrete provides a cost saving without redesign or reduction in the owner's program. Concrete curbs could be reduced to provide a cost savings to the owner without major redesign to the grading and/or storm plans. A stone aggregate surface could be provided in lieu of a concrete surface at the transformer lay down area; the stone aggregate surface may be used in the future for the base course of concrete pad. Roller shades and blinds, site furnishings, exterior fencing, and masonry seat wall, etc. could be provided as the owner deemed necessary as well. These reductions provided a value savings, provided deductions without extensive design time and fees, and provided the owner the ability to enhance its grounds without extensive renovations / modifications when future opportunities deemed feasible.

In summary, SKRECC has identified 11,800 GSF of building area reduction and 2.8 million dollars of cost savings which achieves the goals established in October 2009.

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

OFFICE - FURNISHINGS PLANS



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 South Kentucky
 ENGINEERS ARCHITECTS PLANNERS
 1000 EAST MAIN STREET, SUITE 100
 DANVILLE, KY 40419
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 FAX: (606) 255-1101

OFFICE BUILDING - FURNISHINGS PLANS
CORPORATE OFFICE FACILITIES
 SOUTH KENTUCKY
 RURAL ELECTRIC COOPERATIVE CORPORATION
 SOMERSET, KENTUCKY

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 General Contractors & Construction Managers
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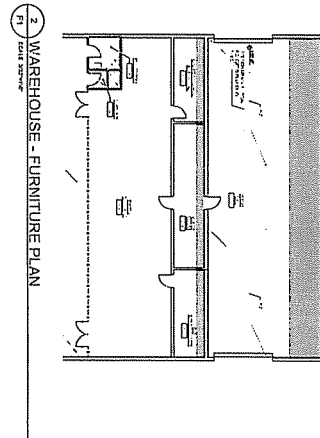
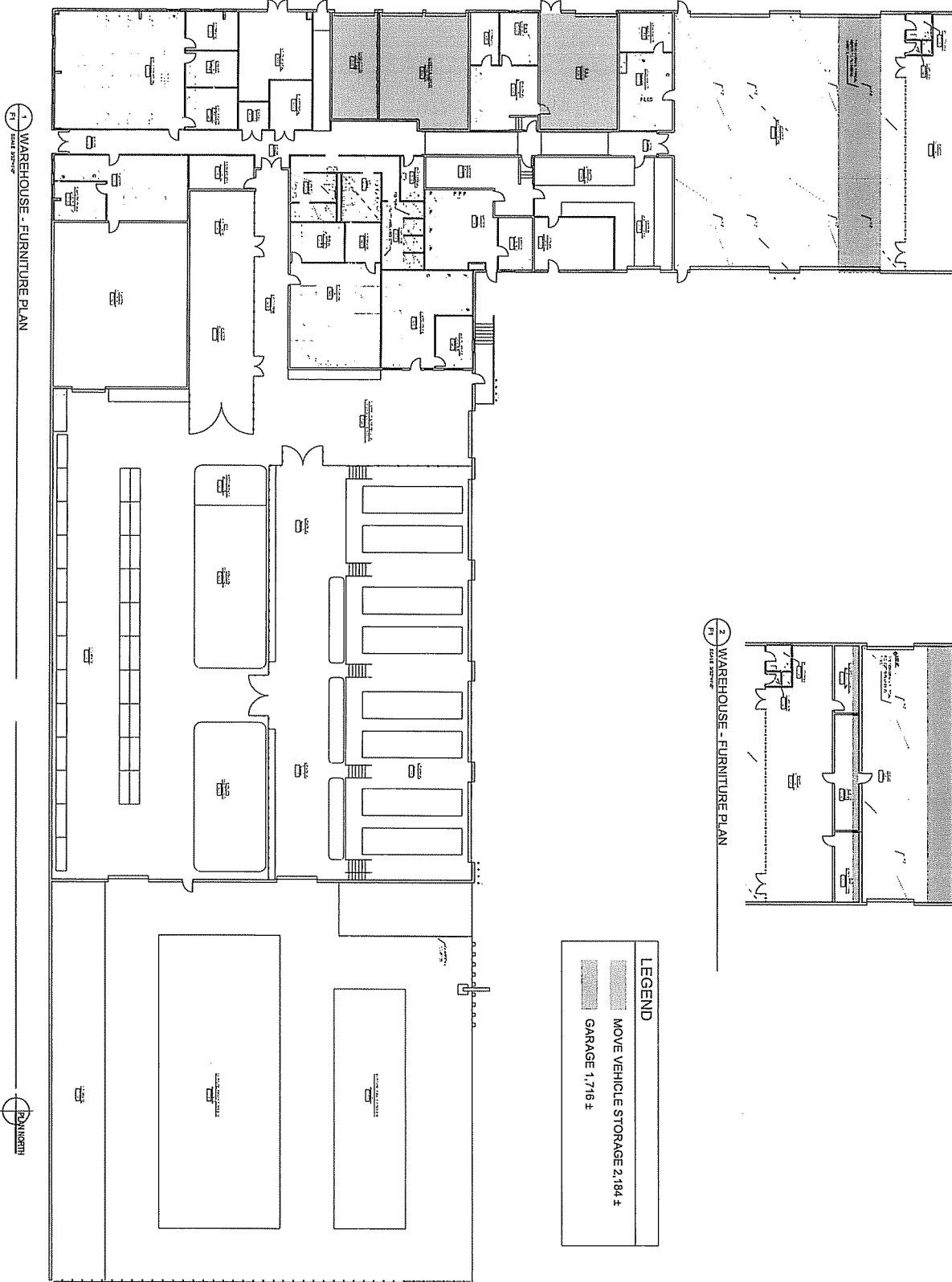
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cdpengineers
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F0

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)



LEGEND

MOVE VEHICLE STORAGE 2,184 ±

GARAGE 1,716 ±

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RURAL ELECTRIC COOPERATIVE CORPORATION
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P: 252.254.1222 F: 252.254.1222

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

ATTACHMENT A
2009 RECC VALUE ENGINEERING
Architect's List

1. Corridor Reduction, approximately 1,400 GSF reduction	\$148.00 SQFT	(\$207,200.00)
2. Front wing Reduction, approximately 800 GSF	\$148.00 SQFT	(\$118,400.00)
3. Engineering Reduction #1, approximately 744 GSF	\$148.00 SQFT	(\$110,112.00)
3A. Engineering Reduction #2 (this is "in addition" to Cut #1), approximately 500 GSF	\$148.00 SQFT	(\$74,000.00)
4. IT Reduction, approximately 744 GSF	\$148.00 SQFT	(\$110,112.00)
5/6. Relocation of "vehicle storage" to Fleet Parking and reduction of Wash Bay and 1 bay at Garage, approximately 3,900 GSF	\$22.00 SQFT	(\$85,800.00)
7. Reduce overall length of Fleet Parking to 125', approximately 10,000 GSF	\$22.00 SQFT	(\$220,000.00)
8. Reduction of outdoor transformer dock area by on bay - 30', approximately 3810 GS	\$12.00 SQFT	(\$46,000.00)
.1 Possible Deducts Above		(\$971,624.00)

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

ATTACHMENT B - ARCHITECTURAL FEES

SKRECC
Proposed Design Changes
Architectural Cost Time

October 30, 2009

#	DESCRIPTION OF CHANGE	Not To Exceed Cost	THJ TIME
1	Corridor Reduction	\$4,000.00	one week
2	Front Wing Reductions	\$2,500.00	one week
3	Engineering Reduction #1	\$2,500.00	one week
3A	Engineering Reduction #2	\$1,000.00	incl. w/ 3
4	IT Reduction	\$2,000.00	one week
5	Relocation of all "vehicle storage" currently in Warehouse to Fleet Parking	\$5,500.00	one week
6	Reduction of one bay in Garage and reduced width of Wash Room	\$2,000.00	one week
7	Reduce fleet parking by 20 vehicles	\$1,000.00	one week
8	Reduction of outdoor transformer dock area	\$1,000.00	one week

If it is determined that all of the above changes need to be made the TOTAL Not To Exceed Cost is \$18,000

Time: A maximum of one week is required for any single item. If it is determined that all of the above changes need to be made the maximum TOTAL Time required is 4 weeks.

Witness: Doug Wilburn (2a, 2b, 2c, 2d)

Witness: Margaret Jacobs (2d)

ATTACHMENT C 2009 RECC VALUE ENGINEERING CONTRACTOR'S VALUE ENGINEERING

Omit all curbs except at sidewalk turndowns.		(\$137,000.00)
*****	11278 lnft of curb deducted at a cost of \$12.14 a lnft.	*****
Omit concrete paving @ maintenance perimeter and west perimeter gate. Provide HD Paving.		(\$104,000.00)
*****	Omit concrete paving. 42829 sgft at \$4.77 sgft = <\$204,294.33>	*****
*****	Add Heavy Duty Asphalt. 4758 sqyd at \$21.08 sqyd = \$100,294.33	*****
Omit concrete paving @ Transformer Lay down. Provide Stone Agg. Surface (15")		(\$57,000.00)
*****	Omit concrete paving. 19365 sqft at \$4.77 sqft = <\$92,371.05>	*****
*****	Provide stone aggregate surface. 19365 sqft @ 15" = 896 cuyds	*****
*****	896 cuyds stone materials at \$39.48 cuyd = \$35,371.05	*****
Omit all plantings, sod, and hydro seed. Seed only. (58 acres)		(\$203,000.00)
*****	Omit plantings, hydroseed, and sod. As bid cost is <\$329,324.00>	*****
*****	Provide seed. 58 acres at \$2,178.00 an acre = \$126,324.00	*****
Provide geotech asphalt designs in lieu of Carmen asphalt designs.		(\$153,000.00)
*****	Omit 1" of asphalt surface and binder. 2675 tons at \$40.00 = <\$106,970.00>	
*****	Omit 2" of stone base at HD Paving. 3838 tons at \$11.99 = <\$46,030.00>	
Omit surface course at asphalt. (Within perimeter fencing and access road off Old Salts Road)		(\$61,000.00)
*****	Omit surface course of asphalt. 1521 tons at \$40.00 a ton.	*****
TOTAL POSSIBLE DEDUCTS ABOVE		(\$715,000.00)
(Deduct from August 2009 Bid Column)		

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q. 3. Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 2(e). South Kentucky stated, "11,800 SF is the maximum amount of space that could be eliminated **without causing irreparable negative impact on operation requirements.**" (Emphasis added). Explain and quantify what is meant by the highlighted statement.
- R. 3. Refer to response to item 2d which describes how SKRECC determined that reducing warehouse square footage in the amount of 1,800 and reducing the square footage of pre-engineered cold storage parking structure in the amount of 10,000 (totaling 11,800 of area reduction) results in "higher cost savings efficiency" than reduction of office building area.

In response to item 2e of the February 10 Supplemental Data Request, the statement that "11,800 square feet is the maximum amount of space that could be eliminated without causing irreparable negative impact on operational requirements" means the following:

1. As it relates to reduction in corridor width, it means that it would be cost prohibitive to ever increase the width of the corridors. Reducing the width of the corridor results in loss of "net program areas" on the second floor in the Financial Department. For all practical purposes, the loss of the space on the second floor would never be reversed and thus is a "negative impact" on the overall flexibility and ability for this department to expand in the future.
2. As it relates to the Community/Training wing reductions were considered in the Pre-Function area. To "reverse" the reduction at a future date would require a measurable amount of demolition and full renovation of the community room. The loss of the space would have a negative impact on use of the space for large groups desiring to have food and beverages &/or registration functions outside of the meeting room.

The two examples above describe reduction of square footage that would be considered to be "cost prohibitive" to reverse. Other areas considered for reduction in the Office Building are similar.

The areas selected for reduction (vehicle maintenance bay and cold storage parking structure) could be added at a future date with minimal interruption to on-going operations. Both types of additions can be accomplished without making changes to existing construction which makes them cost effective.

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q 4. Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 3(b).
- a. Explain why South Kentucky relied upon cost estimates provided by the 28th Annual Edition of RSMeans Square Foot Costs, which was published in 2006, and not a more recent publication.
 - b. Provide the most recent publication of the RSMeans Square Foot Costs relating to the costs for one-story and two-story commercial/industrial/institutional office buildings.
 - c. Explain why South Kentucky selected 20,000 square feet as a point of comparison for the costs associated with constructing a one-story office building versus a two-story office building.
- R.4(a) D.W. Wilburn relied upon cost estimates provided by the 28th Annual Edition of RSMeans Square Foot Costs because this is what was readily available to D.W. Wilburn, Inc. at the time information was requested.
- R. 4(b) D.W. Wilburn has provided the 2010 RSMeans Square Foot Cost relating to the cost for a one-story and two-story commercial/industrial/institutional office building. This document is included as Item No. 4 Attachment D pages 2 thru 4 of 4.
- R. 4(c) D. W. Wilburn chose to use 20,000 square feet as a point of comparison because no square footage was provided that met the SKRECC designed structure. While this publication is a scholarly source in the construction industry, it does not provide every square footage or every type construction and/or assembly that completely match.

\$184.95 per copy (in United States)
Price is subject to change without prior notice.

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Attachment D

RSMMeans Square Foot Costs

31ST ANNUAL EDITION

2010

RSMMeans
A division of Reed Construction Data
Construction Publishers & Consultants
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Kingston, MA 02364-3008
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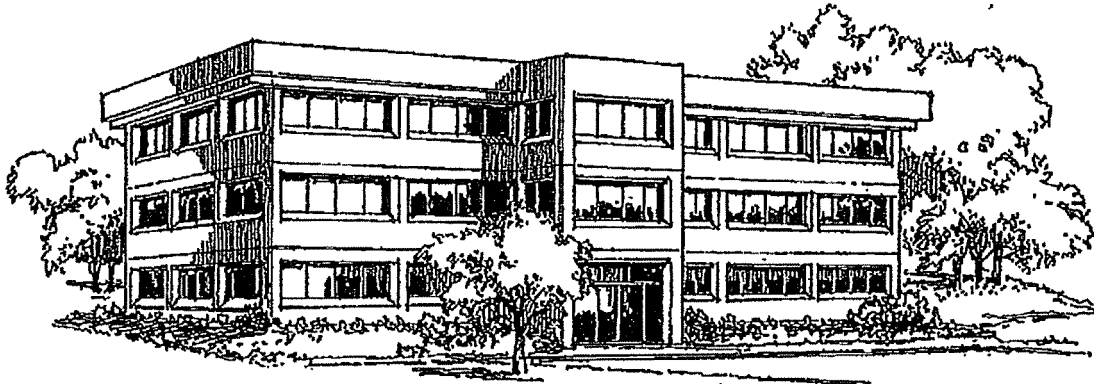
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**COMMERCIAL/INDUSTRIAL/
INSTITUTIONAL****M.460****Office, 2-4 Story****Attachment D****Costs per square foot of floor area**

Exterior Wall	S.F. Area	5000	8000	12000	16000	20000	35000	50000	65000	80000
	L.F. Perimeter	220	260	310	330	360	440	490	548	580
Face Brick with Concrete Block Backup	Wood Joists	236.75	206.30	188.85	176.75	170.40	157.75	151.60	148.60	146.05
	Steel Joists	238.45	208.00	190.55	178.45	172.10	159.45	153.30	150.25	147.75
Glass and Metal Curtain Wall	Steel Frame	280.45	240.35	217.30	200.80	192.20	175.00	166.55	162.30	158.80
	R/Conc. Frame	277.70	238.05	215.25	198.95	190.45	173.40	165.00	160.80	157.35
Wood Siding	Wood Frame	190.40	168.40	155.80	147.55	143.15	134.50	130.35	128.35	126.70
Brick Veneer	Wood Frame	210.80	183.45	167.80	157.10	151.50	140.30	134.95	132.25	130.05
Perimeter Adj., Add or Deduct	Per 100 L.F.	36.35	22.70	15.20	11.35	9.05	5.20	3.70	2.75	2.30
Story Hgt. Adj., Add or Deduct	Per 1 Ft.	5.90	4.40	3.50	2.80	2.45	1.70	1.35	1.10	0.95

For Basement, add \$33.80 per square foot of basement area

The above costs were calculated using the basic specifications shown on the facing page. These costs should be adjusted where necessary for design alternatives and owner's requirements. Reported completed project costs, for this type of structure, range from \$66.55 to \$257.85 per S.F.

Common additives

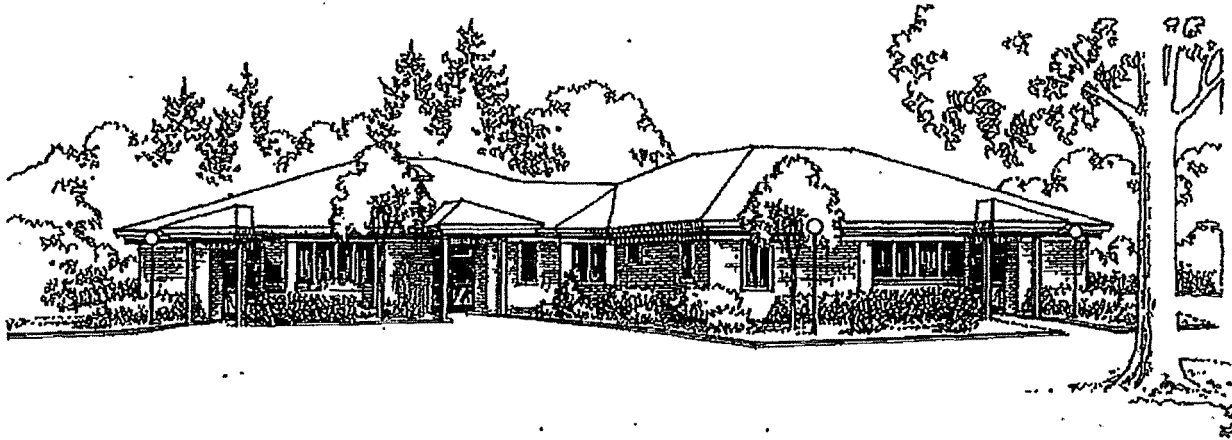
Description	Unit	\$ Cost	Description	Unit	\$ Cost
Clock System			Smoke Detectors		
20 room	Each	16,000	Ceiling type	Each	233
50 room	Each	39,100	Duct type	Each	525
Closed Circuit Surveillance, One station			Sound System		
Camera and monitor	Each	1875	Amplifier, 250 watts	Each	2400
For additional camera stations, add	Each	1025	Speaker, ceiling or wall	Each	196
Directory Boards, Plastic, glass covered			Trumpet	Each	375
30" x 20"	Each	605	TV Antenna, Mounter system, 12 outlet	Outlet	320
36" x 48"	Each	1325	30 outlet	Outlet	207
Atomium, 24" x 18"	Each	585	100 outlet	Outlet	199
36" x 24"	Each	685			
48" x 32"	Each	975			
48" x 60"	Each	2025			
Elevators, Hydraulic passenger, 2 stops					
1500# capacity	Each	60,900			
2500# capacity	Each	64,300			
3500# capacity	Each	67,600			
Additional stop, add	Each	8250			
Emergency Lighting, 25 watt, battery operated					
lead battery	Each	287			
Nickel cadmium	Each	845			

**COMMERCIAL/INDUSTRIAL/
INSTITUTIONAL**

M.455

Office 1 Story

Attachment D



Costs per square foot of floor area

Exterior Wall	S.F. Area	2000	3000	5000	7000	9000	12000	15000	20000	25000
	L.F. Perimeter	220	260	320	360	420	480	520	640	700
Wood Siding	Wood Truss	200.70	180.60	162.65	153.65	149.70	145.10	141.75	139.60	137.25
Brick Veneer	Wood Truss	249.50	223.75	200.70	189.10	184.00	178.00	173.60	170.85	167.70
Brick on Block	Wood Truss	192.30	165.00	140.30	127.70	122.30	115.80	110.95	108.05	104.50
	Steel Roof Deck	241.75	213.15	187.30	174.10	168.40	161.60	156.50	153.40	149.70
EFS on Metal Studs	Steel Roof Deck	223.45	199.60	178.25	167.55	162.80	157.35	153.20	150.70	147.80
Tiltup Concrete Panel	Steel Roof Deck	225.65	200.95	178.90	167.80	162.90	157.20	152.95	150.40	147.35
Perimeter Adj., Add or Deduct	Per 100 LF.	22.55	15.00	9.05	6.55	5.00	3.80	3.00	2.30	1.80
Story Hgt. Adj., Add or Deduct	Per 1 Ft.	2.70	2.10	1.55	1.30	1.15	1.00	0.85	0.80	0.70

For Basement, add \$30.30 per square foot of basement area

The above costs were calculated using the basic specifications shown on the facing page. These costs should be adjusted where necessary for design alternatives and owner's requirements. Reported completed project costs, for this type of structure, range from \$63.60 to \$245.90 per S.F.

Common additives

Description	Unit	\$ Cost	Description	Unit	\$ Cost
Clock System			Smoke Detectors		
20 room	Each	16,000	Ceiling type	Each	233
50 room	Each	39,100	Duct type	Each	525
Closed Circuit Surveillance, One station			Sound System		
Camera and monitor	Each	1875	Amplifier, 250 watts	Each	2400
For additional camera stations, add	Each	1025	Speaker, ceiling or wall	Each	196
Directory Boards, Plastic, glass covered			Trumpet	Each	375
30" x 20"	Each	605	TV Antenna, Master system, 12 outlet	Outlet	320
36" x 48"	Each	1325	30 outlet	Outlet	207
Aluminum, 24" x 18"	Each	585	100 outlet	Outlet	199
36" x 24"	Each	685			
48" x 32"	Each	975			
48" x 60"	Each	2025			
Emergency Lighting, 25 watt, battery operated					
Lead battery	Each	287			
Nickel cadmium	Each	845			

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

Q. 5 Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 9.

- a. Provide a copy of the entire 2007 Space Program document. Explain why the document was not updated during the design process.
- b. In paragraph 1, the response states that the 2002 Facilities Analysis was reviewed in conjunction with the preparation of the 2007 Space Program document. Other than the 2002 Facilities Analysis and interviews with South Kentucky personnel, what resources, studies, standards, etc. did Ms. Margaret Jacobs rely upon to arrive at the space requirements for the proposed headquarters complex?
- c. On Page 26 of 32, according to the 2007 Space Program, the space requirement for the offices of the Vice-President of Member Services and Public Relations totaled 407 net square feet. According to the updated Building Area Analysis and Floor Plans, the area for the offices of the Vice-President of Member Services and Public Relations totaled 700 net square feet. Explain in detail the reasons why the size of this particular office was increased.
- d. In paragraph 4, South Kentucky states that the various building diagrams provided included plan configuration studies, volumetric studies, and a selected conversation about building envelope materials. Provide copies of all documentation referenced in your response that was not included with the building diagrams.
- e. Provide copies of meeting minutes not previously provided that occurred between South Kentucky and Tate Hill Jacobs during the programming phase to determine design and size of the headquarters facility.

R. 5(a) A full copy of the September 2007 Space Program is enclosed and is identified as Item No. 5 pages 3 thru 30 of 59. The Space Program is a narrative description of spaces required in a building. It is a useful tool that is typically composed and completed during the "pre-design" phase of a project. Space Programs are used to identify the number of departments, number of personnel in each department, whether or not work areas should be "enclosed offices" or "open offices", specialized equipment needs of a department, and whether or not there are specialized design needs. Net areas shown in the Space Program do not include circulation requirements

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

between spaces. Space Programs are often completed prior to development of floor plans. Once floor plans are developed, if department relationships and overall circulation patterns are responding well to operational requirements they (the floor plans) are a better design tool than the “narrative” type approach of the Space Program.

After schematic floor plans were defined and approved the design was further developed and refined by making modifications to the plans. It was not necessary to modify or “update” the Space Program.

R. 5(b) In addition to review of the 2002 Facilities Analysis, and interviews with SKRECC personnel, Ms. Jacobs reviewed conditions of existing work spaces to identify furnishing, storage and equipment needs as demonstrated by the (3) attachments of IT inventory. Refer to Item No. 5 pages 31 thru 35 of 59. These were included as attachments to previous responses and are included again for convenience. The Kentucky Building Code and all other applicable codes were also utilized in the design of the proposed facilities.

R. 5(c) The reason why areas stated in the Space Program are not the same as those on the proposed design are:

- i. The Program Statement identifies a need for waiting and work area – however at that stage of the design process the area needed had not been identified.
- ii. The Program Statement does not include space required for circulation.
- iii. After the Program Statement was completed, it was determined that the work area needed to function as a copy area for other departments and additional storage needs were also identified.

Refer to response to Item 5a above for additional information related to the relevance and limitations of the Space Program

R. 5(d) Please see Item No. 5 attachments E-1, E-2, and E-3 pages 36 thru 38 of 59 concerning building envelope cost comparisons. Also, refer to attachments Item No. 5 pages 39 thru 42 of 59, which reflect plan configuration studies, volumetric studies and building diagrams.

R. 5(e) In addition to meeting minutes dated 10-11-07, 11-2-07, 11-7-07, and 12-19-07 that were previously submitted, meeting minutes dated 7-18-07, 7-31-07-comm, 7-31-07-power and 11-21-07 are included herein identified as Item No. 5 pages 43 thru 59 of 59.

SPACE PROGRAM

**South Kentucky Rural Electric Co-Operative Corporation
Somerset Corporate Offices
Somerset, Kentucky**

Owner

**South Kentucky RECC
925-929 North Main Street
Somerset, Kentucky 42501**

Contractor

**D. W. Wilburn, Inc.
153 Blue Sky Parkway
Lexington, Kentucky 40509**

Architect

**Tate • Hill • Jacobs: Architects, Inc.
346 East Main Street
Lexington, Kentucky 40507**

Date: September 4, 2007

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

TABLE OF CONTENTS

President & CEO

MEMBER SERVICES AND PUBLIC RELATIONS

Vice President: Member Services and Public Relations

Customer Service Representatives

Call Center

Cashiers

Energy Advisors

Corporate Communications

Human Resources

Community Room

Meter Readers

Buildings and Grounds

FINANCE

Vice-President: Finance

Finance and Accounting

Information Management

Warehouse

ENGINEERING AND OPERATIONS

Vice President: Engineering & Operations

Dispatch

Inspection

Engineering

Surveying

Construction

Metering

Safety

Right of Way

Vehicle Maintenance

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

PRESIDENT & CEO

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

President & CEO Allen Anderson	1	18	24	432	432	Equip: P C
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OPEN SYSTEM OFFICES

Assitant to CEO Amy Acton	1	12	12	144	144	Equip: P C Adjacent to Reception Area
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PUBLIC SPACE REQUIREMENTS

Board Room	1	24	40	960	960	Equip: P C PJ projector screen Seating for 16 (min) w/ exterior balcony Ventilation for smoking
Reception area	1	20	20	400	400	Seating for 6-8 with view of 2-story entry lobby

SUPPORT/STORAGE REQUIREMENTS

File / Storage / Workroom	1	12	20	240	240	Equip: CP PR F
Catering Kitchen	1	12	20	240	240	

TOTAL NET SQUARE FEET 2416

NOTES:

The CEO suite is best located on the second floor with a view of the 2-story entry lobby
The CEO's office should have access to semi-private building entry/exit
It would be desirable for the CEO's office to include an exterior balcony
The Board room should have an exterior balcony

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

September 4, 2007

Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
 Corporate Offices
 Somerset, Kentucky

VICE PRESIDENT: MEMBER SERVICES AND PUBLIC RELATIONS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

VP Member Services & PR Ruby Patterson	1	12	20	240	240	Equip: P C
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OPEN SYSTEM OFFICES

Assistant to VP Connie Wilson	1	12	12	144	144	Equip: P C 3 sided work station with flip-top overshelf/light (2) 2 drawer file cabinets in addition to desk files
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PUBLIC SPACE REQUIREMENTS

Waiting / Work Area						Equip: PR CP F Seating for 2 guests
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SUPPORT/STORAGE REQUIREMENTS

Storage Closet/Cabinet	1	2	4	8	8	Cell Phone storage/management
VP Closet	1	3	5	15	15	General Storage

TOTAL NET SQUARE FEET 407

NOTES:

The VP of Member Services and Public Relations oversees Customer Service Reps, Call Center, Cashiers, Energy Advisors, Human Resources, Corporate Communications, and Buildings and Grounds. This office is best located on the Ground Floor of the Corporate Office Building.

EQUIPMENT CODES:

P = phone
 C = computer
 F = fax
 PJ = overhead projector
 CP = copy machine
 PR = printer
 R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
 Corporate Offices
 Somerset, Kentucky

September 4, 2007
 Program Requirements

CUSTOMER SERVICE REPRESENTATIVES

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Service Center Team Leader 1 12 16 192 192 Equip: P C PR
 No glass between office and main lobby

OPEN SYSTEM OFFICES

Service Center Group Leader 1 12 12 144 144 Equip: P C 60" partition height between stations
 1 lateral file, 1 2-drawer file, shelving (*inventory*)
 Built-in casework for storage
 Customer Service Reps 3 8 12 96 288 Equip: P C 42" partition height between stations
 undercounter keybd. (4) 2 drwr file units ea.
 Capital Credit Clerk 1 8 12 96 96 Equip: P C PR 60" partition ht. between stations
 Large Power Accounts 1 8 12 96 96 Equip: P C PR 60" partition ht between stations
 Collections Coordinator 1 12 12 144 144 Equip: P C 60" partition height between stations
 Built-in casework for storage

PUBLIC SPACE REQUIREMENTS

All positions meet the public & should be located adjacent to the main lobby
 Hospitality Area 1 12 24 288 288

SUPPORT/STORAGE REQUIREMENTS

Vault 1 12 12 144 144 two hour fire rating.
 Coat Closet 1 2 8 16 16
 Work Area - equipment and stor. 1 3 36 108 108 Equip. (2) PR C(for cash register) CP F

TOTAL NET SQUARE FEET 1516

NOTES:

This department works closely with the public and should be located adjacent and visible from the Main Lobby
 Wall between Service Center Group Leader and Collections Coordinator shall be solid to ht of 60" w/ glass above.
 This department needs to have a "waiting area" that will seat a minimum of 10 persons.

EQUIPMENT CODES:

P = phone PJ = overhead projector R = Desk set Radio
 C = computer CP = copy machine
 F = fax PR = printer

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

CALL CENTER

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

Call Center Team Leader	1	12	16	192	192	Equip: P C R Glass between office and representative stations
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OPEN SYSTEM OFFICES

Call Center representatives	5	6	8	48	240	Equip: P C R 2 file drwrs, pencil drwr., 2 gen. stor. drwrs
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PUBLIC SPACE REQUIREMENTS

NONE

COMMON/STORAGE REQUIREMENTS

Common Work Area						Equip: (1) large printer and (1) desktop printer undercounter refrigerator, small sink, coffee
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TOTAL NET SQUARE FEET

432

NOTES:

This department "multi-tasks" with Customer Service and Cashiers and should be located near both departments
All call center representatives need to have visibility of a centrally located monitor showing status of incoming calls
This department needs to have space for undercounter refrigerator and coffee machine within their department
Provide maximum possible acoustic control between "open stations"

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

CASHIERS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

Cashier Team Leader	1	10	12	120	120	Equip: P C Glass between office & lobby - view of cashiers <i>inventory furnishing needs</i>
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OPEN SYSTEM OFFICES

Walk-In Service	3	6	8	48	144	Equip: P C R cash drawer New District office desk configuration works well
Drive-Thru Service	3	6	8	48	144	Equip: P C R cash drawer

PUBLIC SPACE REQUIREMENTS

"Walk-in" service positions meet the public & should be located adjacent to the main lobby

Check Writing Stand	1	12	12	144	144	
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SUPPORT/STORAGE REQUIREMENTS

Vault	1	12	12	144	144	
Work Area	1	10	30	300	300	remittance machine, mail machine, general storage
Closet	1	8	10	80	80	Receipts and misc. equipment <i>Inventory existing closet in Lobby</i>
PSC telephone	1	5	5	25	25	Alcove for public to place calls to Public Service C.

TOTAL NET SQUARE FEET

1101

NOTES:

This department works closely with the public and should be located adjacent and visible from the Main Lobby
This department provides personnel for "drive-through" services and must be located on exterior wall with visibility of drive-thru stations.
This department requires access to a meeting room which would accommodate 6-8 persons

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

ENERGY ADVISORS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Energy Advisor Team Leader	1	12	16	192	192	Equip: P C work surface layout for 30 x 40 drwg
Business Accounts	1	10	12	120	120	Equip: P C
Marketing Records Coordinator	1	10	12	120	120	Equip: P C work surface layout for 30 x 40 drwg
Energy Advisor (2 + 1 future)	3	10	12	120	360	Equip: P C work surface layout for 30 x 40 drwg

OPEN SYSTEM OFFICES

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

York Area	1	14	14	196	196	Equip: CP PR Approx. (11) 5 drawer vert. file cabinets
Storage	1	13	18	234	234	Shelving - various depths. <i>Inventory existing.</i>
Warehouse Storage	1	24	30	720	720	10' wide overhead door Enclosed and controlled with HVAC

TOTAL NET SQUARE FEET

1942

NOTES:

This department works closely with the public. The department should be accessible from the main lobby
Alan Coffey requests all offices be fully enclosed for acoustic privacy
Alan Coffey to confirm storage area requirements on water heater storage in warehouse.
This department requires access to a meeting room which would accommodate 6-8 persons
Work area should include large open floor area where displays can be set-up on temporary basis.

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

CORPORATE COMMUNICATIONS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Corporate Communications Leader 1 12 16 192 192 Equip: P C PR. *Inventory shelving requirmnts*

OPEN SYSTEM OFFICES

PUBLIC SPACE REQUIREMENTS

Visitors are not "frequent" and would be "escorted" upstairs

SUPPORT/STORAGE REQUIREMENTS

Library / Archive Storage 1 12 12 144 144 *Inventory linear feet of shelving required.*

TOTAL NET SQUARE FEET

336

NOTES:

Corporate Communications is currently operating in the same area where the Marketing Coordinator works (with Energy Advisors), however it has been determined Corporate Communications could also be located on the second floor.

This department publishes newsletters and other types of brochures

This department maintains historic archives including photos and periodicals.

This department would oversee displays (permanent &/or rotating) in the Main Lobby

EQUIPMENT CODES:

P = phone

C = computer

F = fax

PJ = overhead projector

CP = copy machine

PR = printer

R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

HUMAN RESOURCES

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

Human Resources Team Leader	1	12	16	192	192	Equip: P C
Benefit Specialist	2	12	12	144	288	Equip: P C

OPEN SYSTEM OFFICES

PUBLIC SPACE REQUIREMENTS

Waiting/Work Area	1	12	14	168	168	Equip: PR Seating for 2 guests
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SUPPORT/STORAGE REQUIREMENTS

File Room	1	8	12	96	96	2 laterals, (4) 5 drwr verticals and (2) 2 drwr vert.
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TOTAL NET SQUARE FEET

744

NOTES:

Human Resources works directly with current and past employees. It should be accessible to the public but enclosed in a private area.
Specific request made for work stations equipped with flip-top overshef and light (or equivalent)
Human Resources requires access to a copy and fax machine, however they equipment does not need to be located within their department

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

COMMUNITY ROOM

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

OPEN SYSTEM OFFICES

PUBLIC SPACE REQUIREMENTS

Meeting Room for 100 chairs	1	50	54	2700	2700	Can be divided into (2) equal size rooms Equip: PJ Projection Screen
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PORT/STORAGE REQUIREMENTS

Catering Kitchen	1	14	22	308	308	Equip: Phone, refrigerator, micro-wave, ice maker 2-compart sink
AV Room	1	8	8	64	64	
Chair/Table Storage	1	24	24	576	576	
Coats	1	3	20	60	60	
Public Phones / Vending	1	3	20	60	60	
General Storage	1	8	20	160	160	

TOTAL NET SQUARE FEET 3928

NOTES:

- The Community Room should be accessible for use by SKRECC departments and the community
- The Community Room should have exterior access for "off-hour" public use
- The Community Room should have the capability of being secured from other SKRECC areas
- The room must have access to public restrooms without entering SKRECC areas

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

METER READERS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

OPEN SYSTEM OFFICES

Meter Readers	3	6	8	48	144	P C
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PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

TOTAL NET SQUARE FEET

144

NOTES:

Meter readers are not directly employed by SKRECC; the work is currently "outsourced" on a 5-year contract. It would be desirable to have a desk for (3) Meter Readers. The location of these desks is flexible, however the information gathered by Meter Readers is used by Customer Service. 95% of meter readers work is performed in the field, however they need a location each day to prepare/conclude the day's activities into reports for use by others.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

BUILDING AND GROUNDS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

OPEN SYSTEM OFFICES

Building & Grounds Team Leader	1	12	16	192	192	Equip: P C R
Technicians	2	8	8	64	128	Equip: P C R

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Garage Space	1	24	30	720	720
Storage	1	12	24	288	288

TOTAL NET SQUARE FEET 1328

NOTES:

Building and Grounds personnel are generally working outside of their department performing building and/or ground maintenance. This Department is best located in the warehouse adjacent to garage space for tractors, mowers, and salt truck.

Office Area should be controlled by HVAC systems; garage area may be provided with heat and ventilation only.

TJ requests no enclosed offices stating (3) 30 x 60 desks are sufficient for their operation.

Misc.: Warehouse requires a custodial closet with washer, dryer, floor mop sink and shelving (5 ft. min)

EQUIPMENT CODES:

P = phone PJ = overhead projector R = Desk set Radio
C = computer CP = copy machine
F = fax PR = printer

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

VICE PRESIDENT - FINANCE

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

Vice President-Finance Jeff Greer	1	12	20	240	240	Equip: P C PR CC S Mtg table for 4; desk offset from wall; rear credenza w/ overshelf; no side return; 4 guest chairs; locate printer at credenza; (2) 36" W lateral files;
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OPEN SYSTEM OFFICES

Assistant to VP	1	12	12	144	144	Equip: P C (4) 4 drawer later files
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PUBLIC SPACE REQUIREMENTS

Waiting / Work Area						Equip: PR CP F Seating for 2 guests
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SUPPORT/STORAGE REQUIREMENTS

Closet / Storage	1	3	5	15	15	General Storage
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TOTAL NET SQUARE FEET 399

NOTES:

The Vice-President of Finance oversees Accounting, Information Management, and the Warehouse. This office is best located at the top of the stairs on the second level.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	CC = desktop calculator
F = fax	PR = printer	S = Shredder

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

FINANCE AND ACCOUNTING

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
------------	------------------------	-----------------------	------------------------	----------	------------	----------

ENCLOSED OFFICES

Accounting Team Leader Mary Lou Henderlight	1	12	16	192	192	Equip: P C CC BCP (5) 5 drwr files; overshelf w/ light
Financial Analyst	1	12	16	192	192	Equip: P C CC BCP
Records Coordinator	1	12	16	192	192	Equip: P C CC BCP 30x60 desk w/18x60 return (scanning layout) w/shelving for docs to be shredded
Payroll Accountant	1	12	16	192	192	Equip: P C CC BCP (5) 5 drwr files; 2 side chairs

OPEN SYSTEM OFFICES

Accounting Assistant / Loan Dept Jan Baker	1	10	12	120	120	Equip: P C CC PR BCP no side chrs. work station similar to General Ledger
General Ledger	1	10	12	120	120	Equip: P C CC BCP (1) 5 drwr file; no side chr; U shape desk;
Work Order	1	10	12	120	120	same as General Ledger

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Printer Room	1	6	10	60	60	Equip: Check Signer, Large Shredder, Printer
Storage Room	1	6	10	60	60	
Vault	1	10	12	120	120	Confirm 2-hour rating (fire, not security)
Open Work Area	1	10	20	200	200	CP F files and laser printer

TOTAL NET SQUARE FEET

1568

NOTES:

This department is best located at the top of the stairs on the second floor
This dept. requires access to a meeting room for auditors/contractors - verify use of Board Room OK
Confirm this department will have access to catering kitchen on this floor for coffee/hot drinks

EQUIPMENT CODES:

P = phone PJ = overhead projector R = Desk set Radio BCP = Bar Code Printer
C = computer CP = copy machine CC = desktop calculator
F = fax PR = printer S = Shredder

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

INFORMATION MANAGEMENT

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Information Mngmnt Team Leader	1	12	16	192	192	Equip: P C meeting table and seating for 4
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OPEN SYSTEM OFFICES

Computer Operator	2	10	12	120	240	Equip: P C
Lan Specialist	1	10	12	120	120	Equip: P C
PC Specialist	1	10	12	120	120	Equip: P C

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Server Room	1	18	32	576	576	Primary data server, Radio, Scada & security
Wiring Closet	1	12	16	192	192	Accessed from Server room
Printer Room	1	12	16	192	192	Equip: P PR CP
Hardware Set-Up	1	12	14	168	168	Equip: P work counters w/ good task lighting
General Storage	1	12	12	144	144	Software storage, film reader, film rack, records
Paper Storage	1	10	12	120	120	Bulk paper storage
Training Room	1	20	20	400	400	Equip: P PJ (12-14 C) Meeting room shared by other departments w/ seating for 12-14

TOTAL NET SQUARE FEET

2464

NOTES:

Information Management maintains all electronic technology systems including phones and security systems.
This department is best located near Dispatch and "central" among all departments to facilitate cabling lengths.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

WAREHOUSE

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Warehouse Team Leader Doug Conley	1	12	16	192	192	Equip: P C R PR
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OPEN SYSTEM OFFICES

Warehouseman	3	8	8	64	192	Equip: P C R
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SUPPORT/STORAGE REQUIREMENTS

Open Office Work Area Warehouse	1	12	24	288	288	Equip: F CP PR
General Storage	1	64	160	10240	10240	scale, small parts on shelving, elect. hoist, pallet storage
Water Heater Storage	1	24	30	720	720	<i>Allen Cofey to confirm size</i> Forklift access
Secured Storage	1	24	30	720	720	Forklift access
Interior Truck Loading Bays	8	15	35	525	4200	Raised dock area; 14w x 16h OH coiling doors
Material Staging	1	24	120	2880	2880	3-5 ft deep area w/ 16' forklift aisle & cont. rack storage separated secured from warehse w/ forklift accessible gates both ends of dock

COVERED OUTDOOR AREAS

Small Pole Mounted Transformers	1	24	120	2880	2880	
Light Poles	1	24	24	576	576	
Dumpster Dock	1	12	30	360	360	Separate dumpsters for wood, wire and general

OPEN OUTDOOR AREAS

Large Pole Mount Transformers						Currently about 60' x 120 & not adequate
Large Pad Mount Transformers						Locate at raised dock area w/ electric jib crane

OTHER:

PCB CONTAINMENT BUILDING						<i>Need to be determined</i>
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TOTAL NET SQUARE FEET

23248

WAREHOUSE, cont.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

NOTES:

Warehouse Operations are best located at "one end" of the warehouse building. Offices should be provided with HVAC. Dock and Storage areas should be provided with heat and ventilation.
Mr. Conley reports the warehouse is currently operating in 14,000 GSF and do not have adequate floor area
Use of more appropriate storage and circulation systems, including higher ceiling height in new warehouse will improve overall area efficiency. Current rack height is approximately 7'-8"
The new facility must provide staging area for SKRECC personnel and for Contractors
Additional floor area is needed to store assembled/tested meters
Two additional docks are required for UPS, Fed Ex, Mail & other material deliveries, these should be located near warehouse offices
This department can use "centralized" break/vending areas
Mr. Conley confirmed locating pole storage in a fairly remote area of the site is acceptable as long as the area is easily accessible to tractor trailers with adequate paved turning radius.
Interior "clear" height of warehouse should be 20 feet

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

VICE PRESIDENT ENGINEERING & OPERATIONS

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Vice Pres. of Eng. & Operations Steve Conover	1	12	20	240	240	Equip: P C PR (2) 36" x 72" x 18" storage cabinet, (2) 5-dwr vert., 36 x 78 desk, computer at "return", BC & overshelf on back wall. No meeting table. Two side chairs
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OPEN SYSTEM OFFICES

Assistant to VP	1	12	12	144	144	Equip: P C
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PUBLIC SPACE REQUIREMENTS

Waiting / Work Area						Equip: PR CP F Seating for 3 guests
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SUPPORT/STORAGE REQUIREMENTS

TOTAL NET SQUARE FEET					384	
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NOTES:

The Vice-President of Engineering and Operations oversees dispatch, inspection, engineering, surveying, construction, meter, safety, right-of-way, and vehicle maintenance departments
The Vice-President of Engineering and Operations office is best located in the main office building adjacent to Engineering. This office should be accessed without circulating "through" another department.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

DISPATCH

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
ENCLOSED OFFICES						
Dispatch Team Leader Dallas Hopkins	1	12	16	192	192	Equip: P C Direct Access. from Corridor w/ view to Dispatch
OPEN SYSTEM OFFICES						
Dispatch 2 stations	1	24	24	576	576	Equip station 1: P C(oms) (3) monitors Equip station 2: P C(oms) (2) monitors (2) backlit, short-throw projectors and screens CCTV & basic cable TV SKADA <i>Inventory equipment</i>
PUBLIC SPACE REQUIREMENTS						
						NONE
SUPPORT/STORAGE REQUIREMENTS						
Map Room	1	24	24	576	576	Equip: Oversize Copy/Scan and Plotter Secured Storage - 36' x 36" cabinet acceptable three workstations (<i>see existing</i>) <i>Inventory equipment</i>
Break Room	1	8	10	80	80	1 comp/sink, full size Ref/direct HW for coffee/ microwave and toaster oven lockers - <i>size and number to be determined</i>
War Room	1	16	24	384	384	Equip: continuous wiremold on one wall w/ services for phones, computers and power - 4-5 stations
Storage Closet	1	6	8	48	48	LCD screen with data feed capability Conference table seating 8
TOTAL NET SQUARE FEET					1856	

NOTES:

Electronically distributed fax services work for this department
Operates 24/7; typically by staff of 2 - space for 3
Dispatch area should be isolated from flow of traffic into Map Room and Team Leader office

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

INSPECTION

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
ENCLOSED OFFICES						
Team Leader	1	12	16	192	192	Locate "away" from the Main Lobby Equip. P C PR
OPEN SYSTEM OFFICES						
Assistant	1	8	8	64	64	Locate close to Main Lobby with wdw. Equip. P C PR Four Drawer file cabinet
Home Inspectors	2	8	8	64	128	Equip. P C
District Inspector (shared office)	1	8	8	64	64	Space will be shared by (3) district insp. Equip. P C
PUBLIC SPACE REQUIREMENTS						
Side chair(s) adjacent to Assistant	1	5	5	25	25	
SUPPORT/STORAGE REQUIREMENTS						
Closet files & misc.	1	4	6	24	24	
TOTAL NET SQUARE FEET				497		

NOTES:

This department works closely with both the public and engineering. It is best located near the front lobby with easy access to Engineering.

This department is currently operating within approximately 450 GSF

There are currently 5 inspectors - (3) are located in District offices

Written inspection records - paper must be kept for 3 years, then paper is scanned and shredded.

Occasionally Inspection requires use of a meeting room which accommodates 6-8 people.

EQUIPMENT CODES:

P = phone

C = computer

F = fax

PJ = overhead projector

CP = copy machine

PR = printer

R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

ENGINEERING

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Engineering Team Leader to be determined	1	12	16	192	192	Equip: P C Plan Layout
Systems Planning Engineer Kevin Newton	1	12	12	144	144	Equip: P C PR Plan Layout
Design Engineer Chris Taylor	1	12	12	144	144	Equip: P C Plan Layout

OPEN SYSTEM OFFICES

Special Projects Engineer Jackson/Inez/Bruce	3	10	12	120	360	Equip: P C Plan Layout
Materials Coordinator: Vickie P Work Order: Izeta	1	8	8	64	64	Equip: P C
	1	8	8	64	64	Equip: P C

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Meeting Room	1	12	20	240	240	Size to accommodate 8-10 people
Work room	1	20	20	400	400	Equip: P F Plotter/Oversize Printer; Plan files; document files; reference library; Plan layout; Paper storage, closet for miscellaneous tools

TOTAL NET SQUARE FEET

1608

NOTES:

This department works closely with Surveying, Construction and Dispatch and is best located on the ground floor of the main office building.

This department needs access to oversize copy machine/plotter/scanner
Preference for storing plans in rolls (versus flat or hanging files)

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

SURVEYING

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

OPEN SYSTEM OFFICES

Survey Team Leader Walter West	1	12	16	192	192	Equip: P C GPS Cradle; 2 side chairs
Survey Technicians	4	8	8	64	256	Equip: P C GPS Cradle
Line Inspectors	2	8	8	64	128	Equip: P C (1) five drawer vert. file

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Enclosed drafting/copy room	1	10	12	120	120	Equip: P C drafting tables, map storage (rolled) oversize copy machine, <i>paper shredder (?)</i>
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TOTAL NET SQUARE FEET

696

NOTES:

This department works closely with Engineering and best located on the ground floor of the main office building.
This department works closely with one another; organizing technicians & team leader desks around a central, shared layout area without any dividing partitions is desirable.
Technicians and Inspectors are frequently working in the field.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

CONSTRUCTION

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Construction Team Leader	1	12	16	192	192	Equip: P C PR; table & seating for four
Contract Auditor	1	12	16	192	192	Equip: P C PR

OPEN SYSTEM OFFICES

Crew Leaders	6	6	6	36	216	Equip: P C
Maintenance	4	6	6	36	144	Equip: P C
Crew Members	20	3	5	15	300	Chair at meeting table with power/data floor boxes

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Crew Member Lockers	30	1.5	5	7.5	225	18 x 18 x 26 (<i>verify</i>)
Large open room	1	24	24	576	576	PR Seating for 26 @ tables w/ extra chairs on "edges" services for future PJ
Storage Closet	1	4	4	16	16	hydraulic cutters, lotus testers, etc.

TOTAL NET SQUARE FEET

1861

NOTES:

This department works in the field, however, they meet every morning in an area that is best located in the warehouse where they have quick access to parking (personal vehicles) and the loading dock. This department should have access to hot drinks (coffee) and vending machines without entering the main office building.
Crew members do not currently use computers; however, it would be desirable for power/data services to be available at meeting tables for flexibility
Crew leader desks should be separated with 60" high partitions
Construction does not require copy or fax machine within their department

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

METERING

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Meter Team Leader Tony Tupman	1	12	16	192	192	P C
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OPEN SYSTEM OFFICES

Meter Technicians	4	6	8	48	192	P C meter testing equipment (dedicated 110 outlet) 30 x 60 desk, no return, (1) 5 drwr vert. file
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PUBLIC SPACE REQUIREMENTS

WRT/STORAGE REQUIREMENTS

Open Work Area /Staging/Shop	1	15	30	450	450	240 outlet for air compressor. Prefer work benches around walls w/ cont. access to duplex outlets. Provide good task lighting at work benches
Parts Storage	1	6	30	180	180	
Meter Storage	1	15	30	450	450	

TOTAL NET SQUARE FEET

1464

NOTES:

This department works closely with warehouse operations and is best located in the warehouse and requires forklift access into a secured storage area, the meter workshop AND the loading dock.
There are currently two meter technicians working in this department; Mr. Tupman stated the new facility should provide desk space for four technicians
Mr. Tupman stated this department needs 1,200 - 1,400 GSF of warehouse space (review/confirm w/ Doug Conley)

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

September 4, 2007
Program Requirements

SAFETY

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

Safety Team Leader Eddie Black	1	12	16	192	192	P C
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OPEN SYSTEM OFFICES

Safety Coordinator	1	10	14	140	140	P C
Safety Auditor	1	10	14	140	140	P C

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Open Work Area	1	12	12	144	144	CP F PR files (<i>inventory/review w R. Patterson</i>)
Safety Material Storage	1	40	50	2000	2000	
Vehicle Storage	1	28	32	896	896	Cargo Trailer & Safety Trailer - ventilation only

TOTAL NET SQUARE FEET

3512

NOTES:

This department is best located in the warehouse adjacent to safety equipment.
Safety material storage requires a fully environmentally enclosed area (HVAC)
Safety material storage must be located adjacent to the loading dock and accessible via electrically operated overhead door (10' width) for forklift passage. Door to be keyed from "inside" of safety.

EQUIPMENT CODES:

P = phone	PJ = overhead projector	R = Desk set Radio
C = computer	CP = copy machine	
F = fax	PR = printer	

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

RIGHT OF WAY

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
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ENCLOSED OFFICES

R-O-W Team Leader 1 12 16 192 192 Equip: P C

OPEN SYSTEM OFFICES

Crew Leader 3 8 8 64 192 Equip: P C
Trimmer 3 8 8 64 192 Equip: P C

PUBLIC SPACE REQUIREMENTS

SUPPORT/STORAGE REQUIREMENTS

Open Office Work Area 1 12 24 288 288 Equip: F CP PR, mtg table for 8, maps, shelving
Enclosed Storage Room 1 16 24 384 384 Tool storage and work bench

TOTAL NET SQUARE FEET

1248

NOTES:

Right- Of-Way is best located in the warehouse adjacent to Building and Grounds; they share equipment with B&G

EQUIPMENT CODES:

P = phone PJ = overhead projector R = Desk set Radio
C = computer CP = copy machine
F = fax PR = printer

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

September 4, 2007
Program Requirements

South Kentucky Rural Electric Co-Operative Corporation
Corporate Offices
Somerset, Kentucky

VEHICLE MAINTENANCE

SPACE TYPE	NUMBER OF SPACES REQ'D	SUGGESTED SPACE WIDTH	SUGGESTED SPACE LENGTH	NET AREA	TOTAL AREA	COMMENTS
ENCLOSED OFFICES						
Transportation Team Leader	1	12	16	192	192	Equip: P C
OPEN SYSTEM OFFICES						
Mechanics	2	8	8	64	128	Equip: P C
PUBLIC SPACE REQUIREMENTS						
SUPPORT/STORAGE REQUIREMENTS						
Open Work Area (Office)	1	12	16	192	192	Include shelving for reference/parts manuals Provide coffee, sink, undercounter refrigerator Equip: CP F (files to be determined)
Vehicle Maintenance	1	70	78	5460	5460	25' clear height, 24' wide OH coiling doors w/ 14' ht. Vehicle lift for large truck & (2) lifts for small vehicles Exhaust system
Parts Storage	1	20	78	1560	1560	Secured, located between wash bay and vehicle maintenance w/ forklift access (8'w) @ two locations
Fluid Storage/Discharge	1	8	20	160	160	isolation oil; transmission fluid; hydraulic fluid; washer fluid; dispensing equipment.
Air Compressor	1	8	20	160	160	Acoustically enclosed.
Wash Bay	1	22	78	1716	1716	
Wash Room	1	8	36	288	288	
Restroom / Shower	1	8	12	96	96	
TOTAL NET SQUARE FEET					9632	

NOTES:

This department is best located at "one end" of the warehouse with paved surfaces on all sides for easy access.

EQUIPMENT CODES:

P = phone
C = computer
F = fax
PJ = overhead projector
CP = copy machine
PR = printer
R = Desk set Radio

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

SKRECC
Information Area Analysis Equipment/Furnishing Inventory

November 20, 2007

ZONE 8

Room IT-A	Item dimensions	new location	If "not placed" new condition
Size	9'-10" x 16'-7"		New Print Room size - 13'-6" x 15'-6"
Area	163 nsf		New Print Room area = 210 nsf
Item 1	Free-standing Printer	29 x 30 x 41	Print Room
Item 2	Media File Cabinet	21 x 20 x 30	Not placed
Item 3	Work Station	98 x 38 x 30	Not placed
Item 4	Wall Cabinets	96 x 16 x 41	Not placed
Item 5	Storage Unit	24 x 28 x 93	Not placed
Item 6	Data Safe	34 x 34 x 45	Server Room
Item 7	Wall Cabinets	127 x 16 x 41	Not Placed

Comments: Some of the materials currently being stored in this room can be stored in the new general storage Room

Room IT-B	Christina Cundiff Office and Set-Up			
Size	13'-10" x 17'-2"			New Set Up room size - 15'-6" x 15'-6"
Area	237 nsf			New Set-Up Room area = 240 nsf
Item 1	HP Desktop Printer	16 x 17 x 17	Not Placed	
Item 2	Panasonic Desktop Printer	20 x 25 x 12	Print Room	
Item 3	Work Surface	24 lf x 30" d	Not placed	eq: 28 lf x 30" d Work Surface
Item 4	2 shelf storage rack	96 x 24 x 56	Not placed	eq: 96 x 48 x 2 shelf high computer storage
Item 5	2 shelf book storage	42 x 15 x 32	Not placed	
Item 6	mobile cart	37 x 16 x 42	Print Room	

Room IT-C	Melisa Butte Office			
Size	9'-3" x 20'-2"			new office size: 10'-0" x 13'-0"
Area	186 nsf			new office area = 130 nsf
Item 1	Desk	11 lf x 28" d	not placed	eq: Comp Op work station - 11 lf x 30" d
Item 2	Open shelf storage unit	48 x 18 x 84	not placed	eq: could be incorporated into new work space
Item 3	Credenza/Shelf Unit	96 x 21 x 31	not placed	
Item 4	Bookshelf	36 x 12 x 42	not placed	eq: could be incorporated into new work space
Item 5	2 drawer file cabinet	18 x 25 x 29	not placed	eq: can be incorporated into new work space

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

SKRECC
Information Area Analysis Equipment/Furnishing Inventory

November 20, 2007

Room IT-D Joe Langdon Office			
Size	Area	Item dimensions	new location
9'-2" x 15'-0"	137 nsf		new office size: 11'-6" x 15'-6" new office area = 178 nsf
Item 1	Desk	13 lf x 30	not placed to be determined
Item 2	Credenza w/ (2) 2 drwr files	7'-9" lf x 30"	not placed to be determined
Item 3	Wall Cabinet	72 x 16 x 42	not placed to be determined

Room IT-E Server Room			
Size	Area	Item dimensions	new location
9'-3" x 16'-5"	153 nsf		new Server Room size: 16'-0" x 32'-6" new Server Room area: 520 nsf
Item 1	UPS	36 x 36 x 40	Server
Item 2	HP 9000 (main frame)	25 x 38 x 70	Server
Item 4	Server Table (w/ over/under shelves)	72 x 36 x 72	Server
Item 3	Cabling Racks (total of (3))	27 x 42 x 72 (ea)	Server

Room IT-F Closet under stairs			
Size	Area	Item dimensions	new location
4' x 13'	52 nsf		new General Storage Room size: 11'-6" x 13'-6" new General Storage Room area: 156 nsf
Item 1	12" deep shelving	(5) 13 lf	General Storage
Item 2	4" deep shelving	(5) 13 lf	General Storage

Comments: The capacity of this room is equivalent to 43 linear feet of shelving units (32 lf at 12" depth and 11 lf at 18" depth).
If shelves are spaced at 16" OC with (5) shelves/unit the total capacity would be equivalent to 215 linear feet of shelving.

ZONE 9

Room IT-G Training/Meeting Room			
Size	Area	Item dimensions	new location
17'-2" x 24'-3"	416 nsf		new Training Room size: 17'-6" x 21'-6" new Training Room area: 376 nsf
Table	Table	100 x 44	not placed tables shown are (4) @ 84 x 30
Table	Table	120 x 42	not placed

Room BN-A Storage Room			
Size	Area	Item dimensions	new location
			new Paper Storage Room size: 11'-6" x 11'-6" new Paper Storage Room area: 132 nsf

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

SKRECC
Information Area Analysis Equipment/Furnishing Inventory

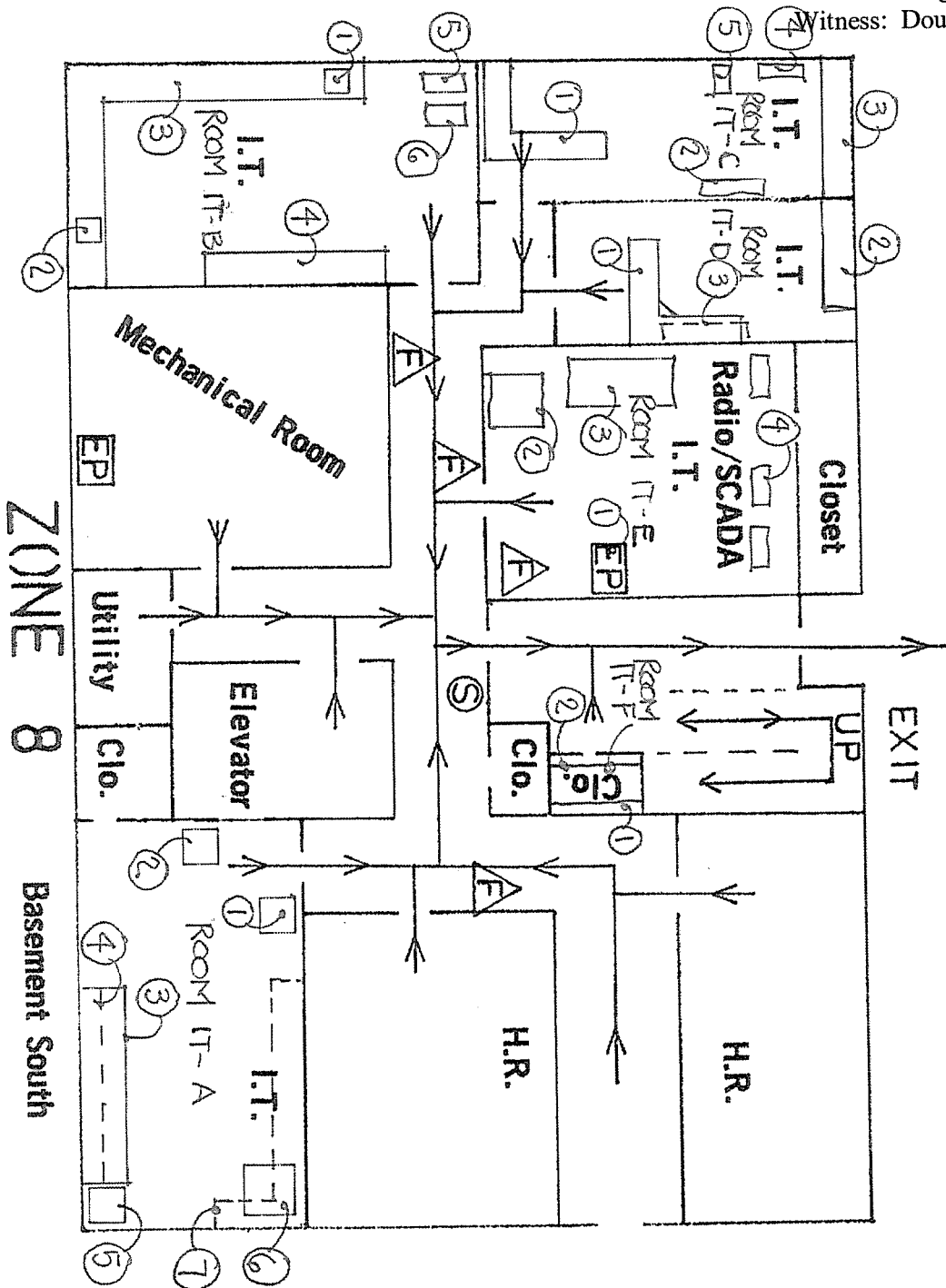
November 20, 2007

Room BN-B	Egress Vestibule				
Size	12' x 20'				
Area	240 nsf				
Item 1	Minohta fiche reader	22 x 30 x 52	PC Op work station		
Item 2	Microfiche Storage Cart	20 x 20 x 64	PC Op work station		
Item 3	Toshiba Studio 45 Copy Machine	60 x 34 x 50	not placed		to be determined
Item 4	Fax Machine & Storage Cart	52 x 30 x 56	not placed		to be determined
Item 5	Standard Register Forms Buster	72 x 36 x 45	Print Room		

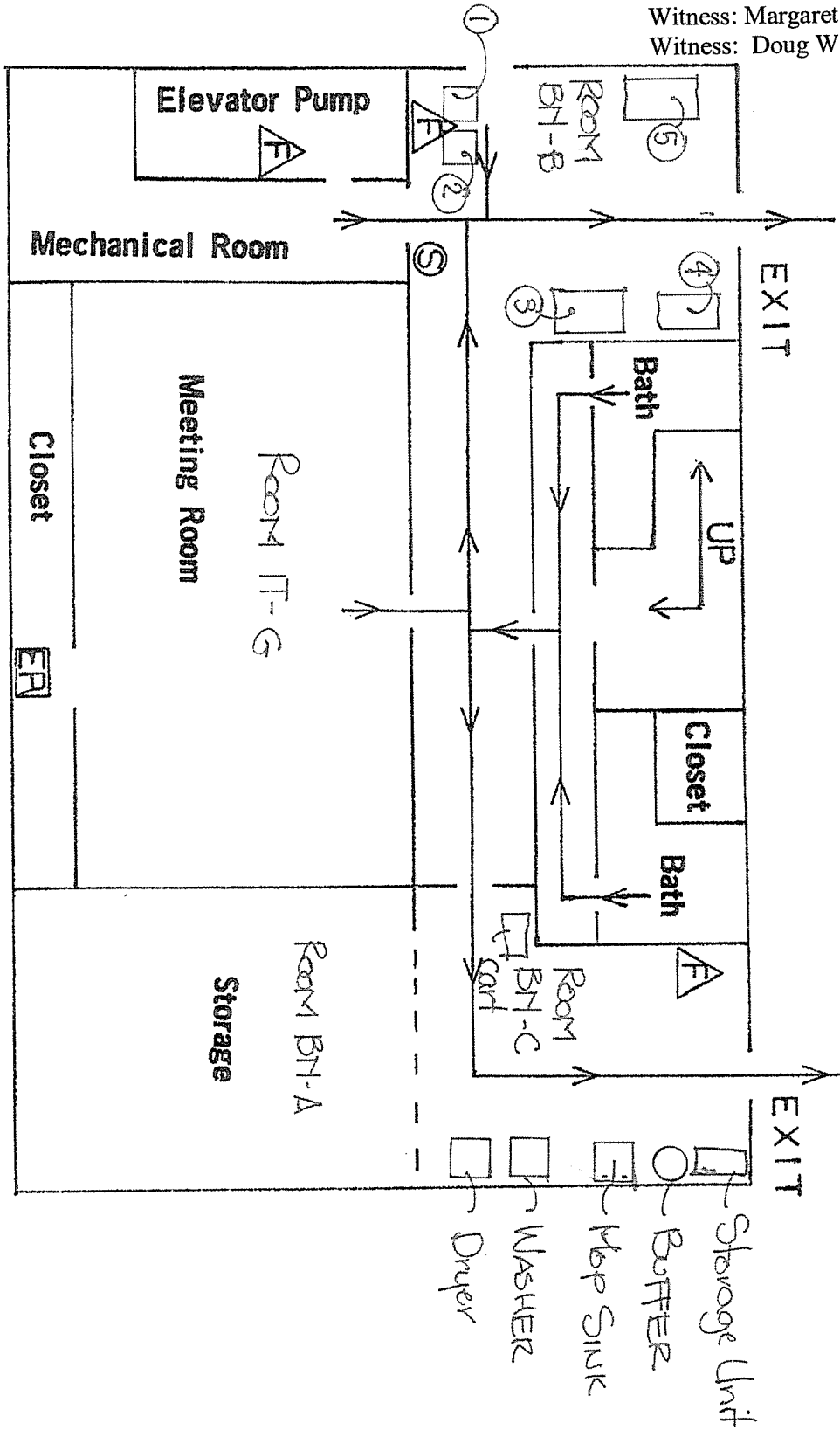
Information Management Area Summary:

Estimated Current Total Area 1,344 nsf
Total Proposed New Area 2,730 nsf

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)



Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)



ZONE 9

Basement North

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

Attachment E-1

The below table details the R Value and Cost Association of a few masonry cavity wall insulation systems and an ICF system. All units are based on one square foot of wall area.

Description	R Value	Total Insulation Cost	Wall R Value	Wall Cost
Extruded Polystyrene Insulation				
1 1/2" Rigid Board	R7.5	\$ 1.18	R13.67	\$ 27.58
2" Rigid Board	R10	\$ 1.41	R14.92	\$ 27.81

Total Wall R Value is based on 8" lightweight block, damproofing, insulation board, 4" air space, 4" face brick, and an Interior finish of 7/8" Channels @ 16" on center, with 5/8" gypsum taped and finished.

Icynene Insulation System (1/2 lb Density)				
1 1/2" Thickness	R5.4	\$ 1.89	R11.57	\$ 27.54
2" Thickness	R7.2	\$ 2.18	R12.12	\$ 27.83
Elastrospray 81202 FR (2 lb Density) (BASF)				
1 1/2" Thickness	R10.5	\$ 2.45	R15.66	\$ 28.10
2" Thickness	R13.4	\$ 2.90	R17.76	\$ 28.55

Total Wall R Value is based on 8" lightweight block, Foam Insulation, 4" air space, 4" face brick, and an interior finish of 7/8" furring channels, with 5/8" taped and finish

Nudura Insulated Concrete Forms "ICF Systems"			R21.06	\$ 27.83
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8" Concrete Core, Insulated Forms (Both Sides), 1 side 5/8 gypsum board taped and finished, and 4" face brick.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

Attachment E-2

The below table details the R Value and Cost Association of a few masonry cavity wall insulation systems and an ICF system. All units are based on one square foot of wall area.

Description	R Value	Total Insulation Cost	Wall R Value	Wall Cost
Extruded Polystyrene Insulation				
1 1/2" Rigid Board	R7.5	\$ 1.18	R13.67	\$ 27.58
2" Rigid Board	R10	\$ 1.41	R14.92	\$ 27.81
1 SGFT 8" Block	\$ 9.00			
1 SGFT Brick	\$ 13.50			
Damproofing	\$ 0.75			
7/8 Hat Channel 16" oncenter (MEANS)	\$ 1.80			
5/8 Gypsum Leval 4 Finish (MEANS)	\$ 1.35			
SUBTOTAL	\$ 26.40	Plus Insulation Above		

Total Wall R Value is based on 8" lightweight block, damproofing, insulation board, 4" air space, 4" face brick, and an interior finish of 7/8" Channels @ 16" on center, with 5/8" gypsum taped and finished.

Icynene Insulation System (1/2 lb Density)				
1 1/2" Thickness	R5.4	\$ 1.89	R11.57	\$ 27.54
2" Thickness	R7.2	\$ 2.18	R12.12	\$ 27.83
Elastrospray 81202 FR (2 lb Density) (BASF)				
1 1/2" Thickness	R10.5	\$ 2.45	R15.66	\$ 28.10
2" Thickness	R13.4	\$ 2.90	R17.76	\$ 28.55
Subtotal From Above	\$ 26.40			
DEDUCT DAMPROOFING	\$ (0.75)			
Subtotal	\$ 25.65	Plus Insulation Above		

Total Wall R Value is based on 8" lightweight block, Foam Insulation, 4" air space, 4" face brick, and an interior finish of 7/8" furring channels, with 5/8" taped and finish

Nadura Insulated Concrete Forms			R21.06	\$ 27.83
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8" Concrete Core, Insulated Forms (Both Sides), 1 side 5/8 gypsum board taped and finished, and 4" face brick.

8" core interior ICF Wall 10 ft tall / 10	\$ 8.60
Concrete Mat. (75.00 cuyd)	\$ 1.86
Rebar Mat. (234lbs cuyd) (900.00ton)	\$ 2.52
5/8 Gypsum Leval 4 Finish (MEANS)	\$ 1.35
1 SGFT Brick	\$ 13.50
Total	\$ 27.83

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

Attachment E-3

The below table details the R Value and Cost Association of a few masonry cavity wall insulation systems, a metal stud wall assembly, and an ICF system. All units are based on one square foot of wall area. The masonry and ICF wall systems are load bearing wall construction. The metal stud wall system is nonload bearing and therefore there shall be additional cost in the steel package for the entire building. (Steel bearing rather than load bearing wall construction)

Description	R Value	Total Insulation Cost	Wall R Value	Wall Cost
Extruded Polystyrene Insulation				
1 1/2" Rigid Board	R7.5	\$ 1.18	R13.67	\$ 27.58
2" Rigid Board	R10	\$ 1.41	R14.92	\$ 27.81

Total Wall R Value is based on 8" lightweight block, damproofing, insulation board, 4" air space, 4" face brick, and an interior finish of 7/8" Channels @ 16" on center, with 5/8" gypsum taped and finished.

Icynene Insulation System (1/2 lb Density)				
1 1/2" Thickness	R5.4	\$ 1.89	R11.57	\$ 27.54
2" Thickness	R7.2	\$ 2.18	R12.12	\$ 27.83
Maxrospray 81202 FR (2 lb Density) (BASF)				
1 1/2" Thickness	R10.5	\$ 2.45	R15.66	\$ 28.10
2" Thickness	R13.4	\$ 2.90	R17.76	\$ 28.55

Total Wall R Value is based on 8" lightweight block, Foam Insulation, 4" air space, 4" face brick, and an interior finish of 7/8" furring channels, with 5/8" taped and finish.

Nudura Insulated Concrete Forms			R21.06	\$ 27.83
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8" Concrete Core, Insulated Forms (Both Sides), 1 side 5/8 gypsum board taped and finished, and 4" face brick.

6" Metal Stud Wall Assembly with 2.5" Icynene	R9	\$ 2.72	R13.3	\$ 26.30
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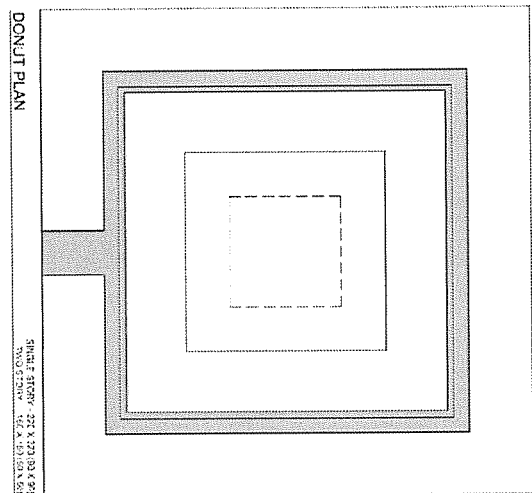
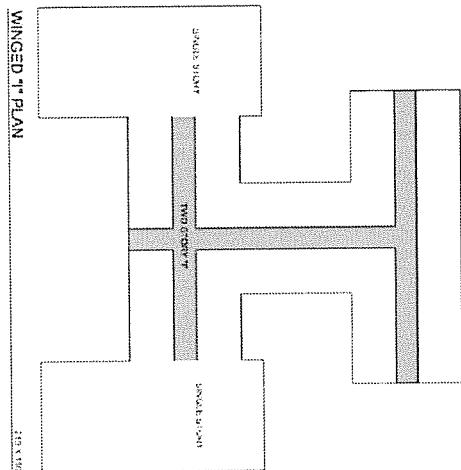
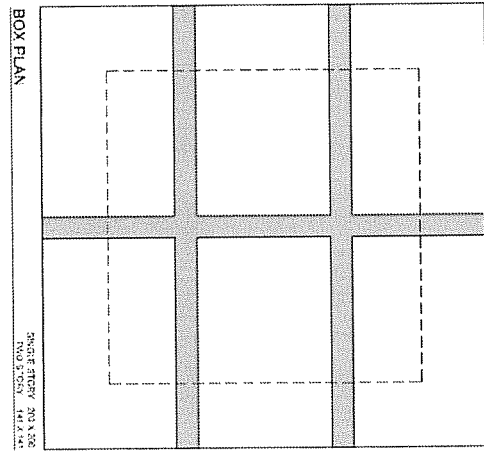
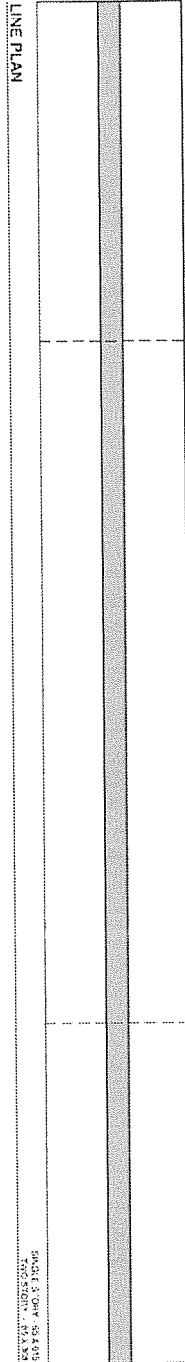
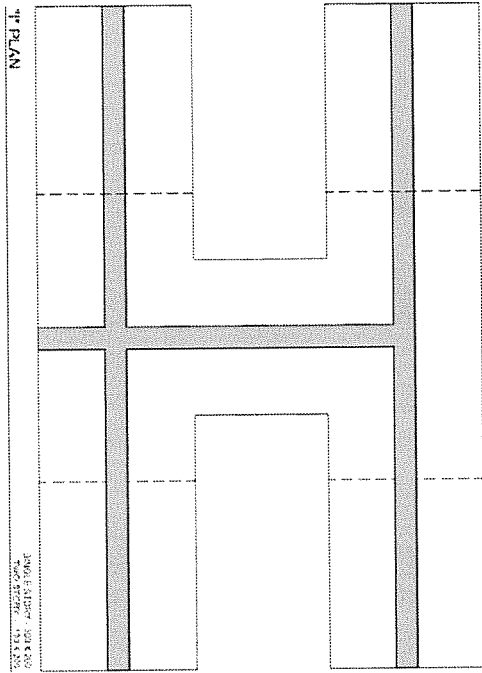
Total Wall R Value is based on 6" 18 ga Metal Stud spaced at 16" on center, 5/8 interior gypsum board taped and finished, interior air film, wall air space, 5/8 Exterior Densgold sheathing, continuous air barrier, 2.5" Icynene Insulation, air space, and brick veneer. Additional steel package scope not included in dollar unit price.

**The metal stud wall assembly above is not load bearing, therefore, the building steel package will be enhanced to consist of additional columns, spandrel beams, and sheer wall bracing.

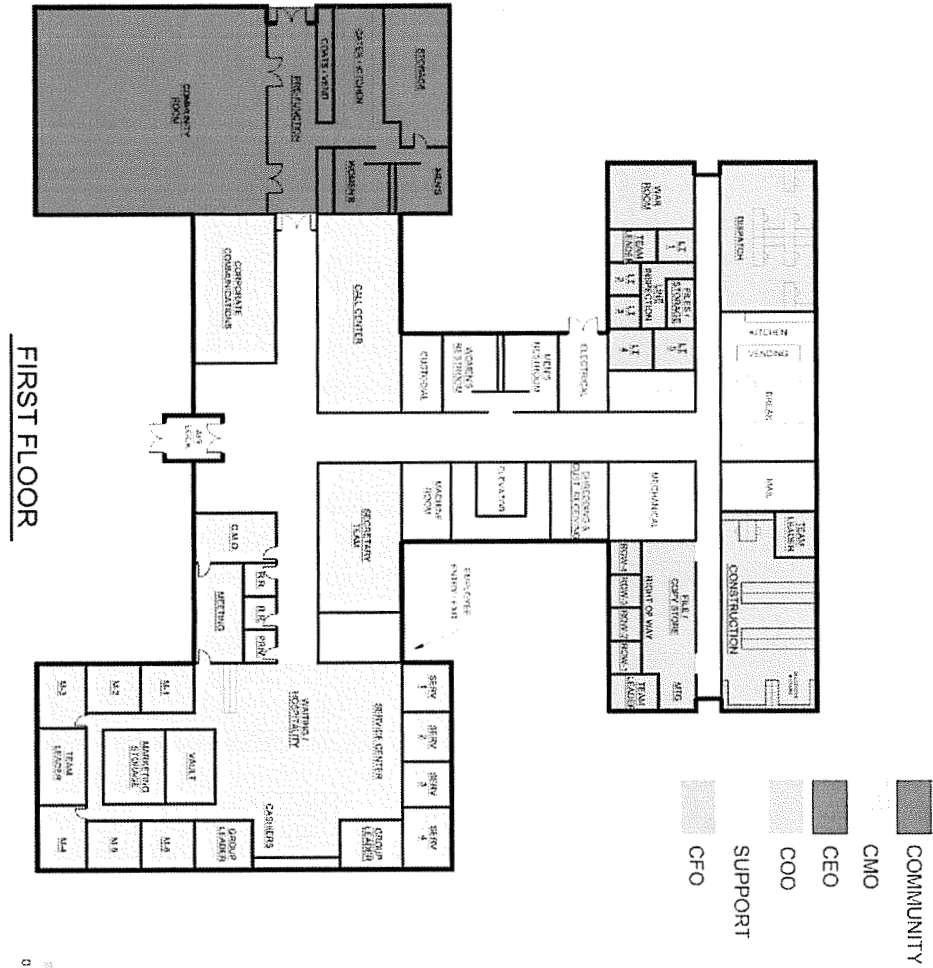
**The building is currently designed as a load bearing wall construction, and with a metal stud wall assembly the building must be designed structural steel bearing.

**Concerning structural strength and wind load capacity of the above wall types, all of the wall types can be designed to meet current building code requirements for this building class, however, the construction and design of the building shall change to structural steel bearing.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)



Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)



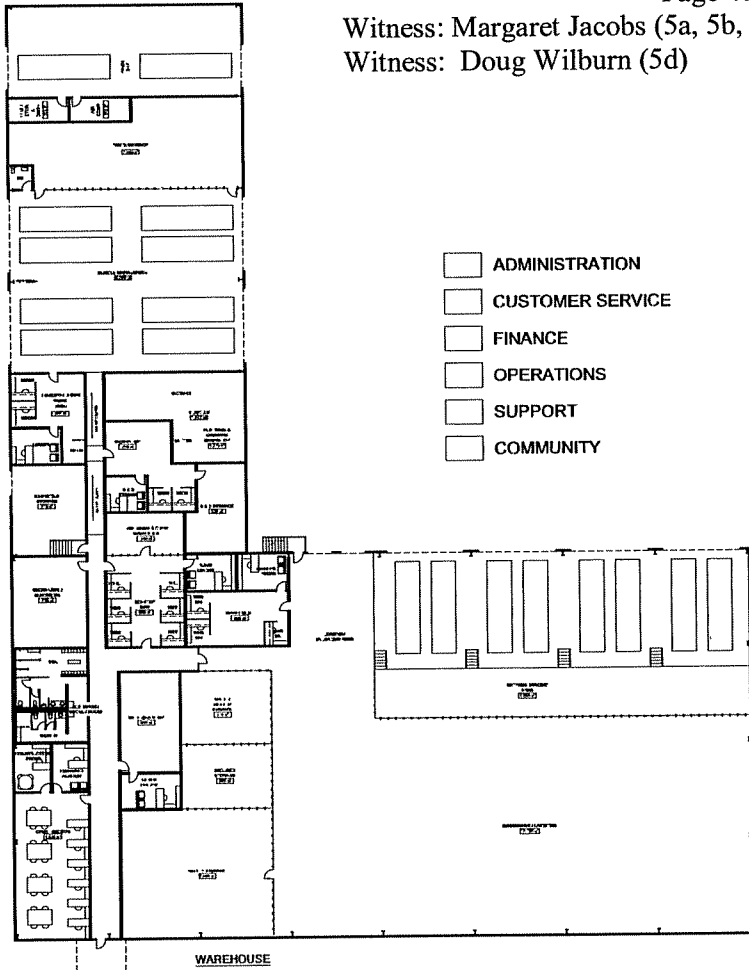
WINGED "I" CONCEPT PLAN

Kate Hill Jacoby Architecture

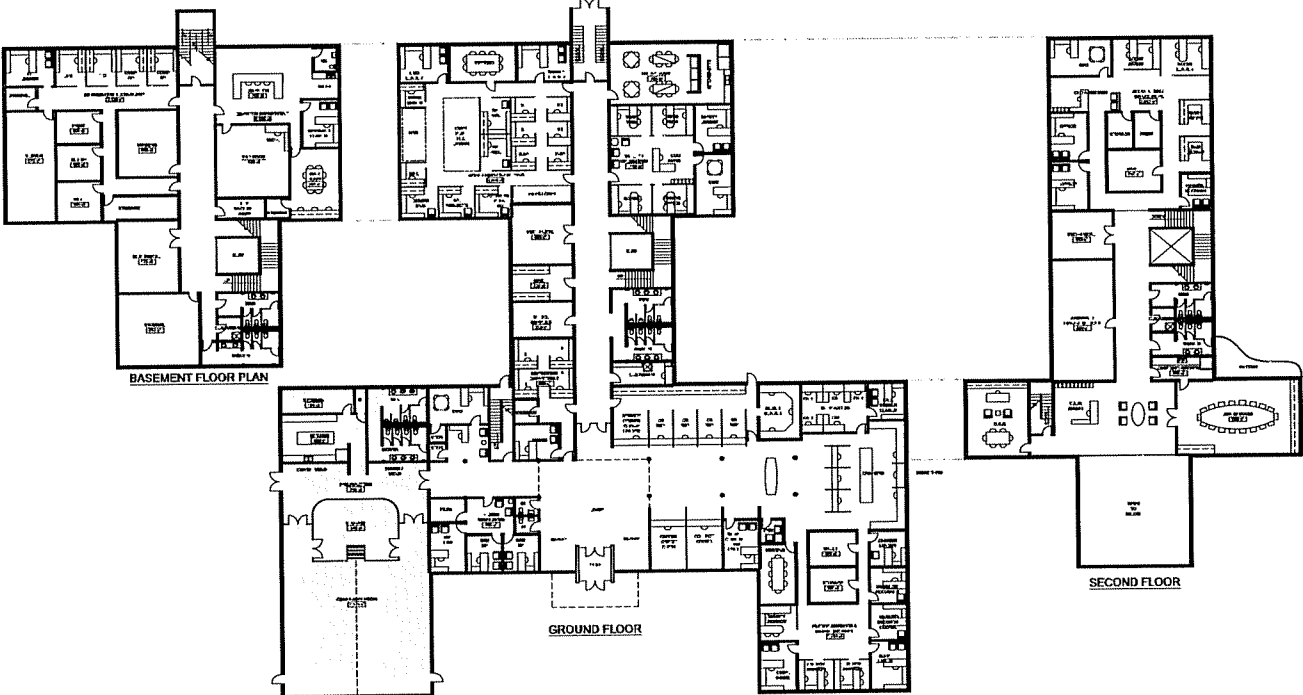
March 27, 2007

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

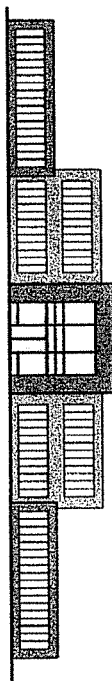
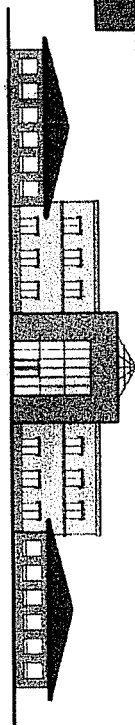
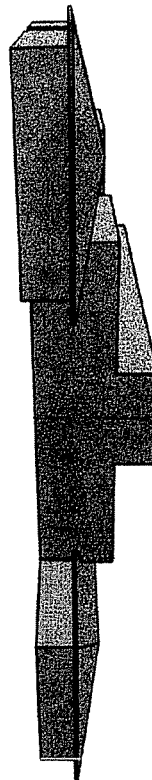
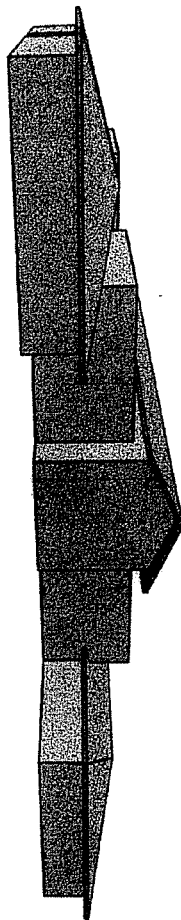


WAREHOUSE



Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)



3-D & ELEVATION STUDIES

Tote-Hill Jacobs Architects
March 27, 2007

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

RE: Design Meeting
PROJECT: South Kentucky Rural Electric Cooperative Corporation
New Corporate Offices, Warehouse & Site Development
ARCHITECT'S PROJECT NO.: 0709
DATE: July 31, 2007

ATTENDING:

Allen Anderson	President SKRECC
Ruby Patterson	Vice President SKRECC
Bill Abner	Retired East KY RECC
John Carman	Landscape Architect, Carman
Doug Cage	Mechanical Engineer, GRW
Michelle Howlett	Electrical Engineer, CDP Engineers
Margaret Jacobs	Architect, Tate Hill Jacobs

A design meeting was held at SKRECC Somerset Office on July 18, 2007. Those attending are as indicated above. Following self-introductions Ms. Jacobs informed all present the primary goal of today's meeting was to introduce Ms. Howlett and Mr. Cage to Owner representatives and to review Heating/Ventilation/Air Conditioning and Electrical design issues. However, prior to these discussions John Carman presented revisions made to the site plan in response to comments received in a meeting with the Owner held on May 24.

John Carman reviewed the following

1. Plan has been revised to reflect warehouse design changes that addressed sight lines from the customer drive-thru. At the May 24 meeting it was agreed the warehouse and garage program elements location should be reversed.
2. Asphalt paving and parking areas have also been revised to coordinate with the plan change
3. Other site design decision including location of the main entrance and location of a "back entrance" has not changed.
4. Responding to observations at the May 24 meeting that Fleet Parking was too far from warehouse operations it has been moved to a location approximately 70 feet west of the Garage.
5. Mr. Carman stated the "footprint" of Fleet Parking is 240' x 80' which is based upon (40) 12' x 40' vehicle spaces. Mr. Carman reported "pole trucks" may not be fully covered. Owner to confirm vehicle count is 40.
6. Mr. Anderson reiterated instructions to include a divider between the two sides that will reduce air flow.
7. Mr. Carman stated adequate open paved area is shown around the full perimeter of fleet parking area to accommodate movement of large vehicles. He requested Owner assistance in obtaining "maximum vehicle" dimensions to ensure turning radius's have been properly designed.
8. Approximately 25 employee parking spaces have been located along the south and west sides of fleet parking.
9. Pole Storage becomes the only site program element located in a remote location (excluding amphitheater) which has been located along a relatively low sloping ridge for economy and drainage qualities. Mr. Carman pointed out the footprint is based upon a maximum pole length of 60 feet.
10. Approximately 16 Visitor spaces are shown – Owner was requested to confirm that number
11. Approximately 150 parking spaces are shown for Community Room - Owner was requested to confirm that number.
12. Mr. Carman requested SKRECC complete their review of the revised site plan and submit comments on required modifications or changes.
13. **AMPITHEATER**
 - a. The event area has been organized in a radial design which is unlike their current facility that is organized on a rectilinear grid. Owner's representatives confirmed radial design works well.
 - b. Seating capacity is estimated at 5,200 – 5,400 (chairs only) with 15" high risers and 8 ft. deep platforms that would accommodate chairs &/or tables/chairs. Owner commented current seating capacity is 4,000.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

- c. The proposed stage size is 60' x 45' with paving on the "back" side of the stage for set-up, bus, RV and water/electrical services. Owner commented current stage size is 30' x 40'.
- d. Allen Anderson commented the Owner may require assistance on the acoustic design of the covered stage / Amphitheater
- e. Allen Anderson reported budget pricing for the Amphitheater received from Doug Wilburn seems high to him. He stated it would be appropriate for him to review pricing with Mr. Wilburn before pursuing conversations on Amphitheater design issues with the design team.
- f. Water service will be required, however, permanent restrooms will NOT be provided.

Discussion continued on topics related to site utilities and other site issues.

14. VEHICLE FUEL NEEDS:

- a. The design team inquired if fuel needs for emergency generators and vehicles be combined? It was agreed consideration could be given to this possibility; however, it is too early to answer this question.
- b. Owner representatives stated they have a need for both diesel and gas fuel. However, SKRECC might consider "outsourcing" gas needs if they can find a supplier who would have services that are convenient to their new office location AND would have service available 24 hours a day – 7 days a week – and reliable during emergency conditions. It is understood SKRECC will have diesel fuel services on this site.
- c. The Owner is to research and report back to the design team on whether or not they will require gas on site. The Owner also agreed to provide the design team with fuel storage quantity requirements. Fuel storage capacity at current facility :
 - i. 8,000 underground gas tank
 - ii. 3,000 underground diesel
 - iii. 2,000 above ground diesel
 - iv. (2) 500 gallon recycled motor oil used to heat warehouse utilizing waste oil heaters.
 SKRECC to provide actual size of fuel tank requirements to Mr. Carman
- d. Owner stated they do not want to reuse existing waste oil heaters – but they DO want to continue to utilize this type of heating system in the new warehouse.
- e. It was agreed the next site plan would make recommendation for location of both diesel and gas fuel operations.
- f. It was agreed and understood the scope of the Owner's agreement with DWWI (and design team) is limited to "planning" for location of fuel storage and distribution systems. Selection/Purchase/Installation of equipment, storage tanks and pumps will be provided under a separate contract between the Owner and a fuel vendor.
- g. Inquiries were made about propane requirements. Forklifts operate on propane fuel.
- h. Fuel tanks will require electrical power service and Owner stated they will want to tanks with monitoring/tracking capability.

15. GROUNDS SECURITY:

- a. The next site plan will show proposed fencing locations and proposed security gate locations.
 - b. Security gates will be required at both the front and the back entry while allowing public access at all times to the Amphitheatre and the Community Room.
 - c. Owner acknowledged and agreed entrance from Norwood Road would remain accessible at all times.
 - d. Mr. Abner reminded the design team to connect security gates to the emergency generator if they are powered by electricity.
16. Mr. Anderson reported he is continuing conversations with various persons to determine if Old Salts Road could be "straightened".
17. Mr. Anderson reported some of the structures previously located near the proposed new main entry have already been removed.

18. WATER SERVICE:

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

- a. The Owner reported they are working with Western Pulaski Water District to secure funding through a grant to improve water service to the site. Howard K. Bell is assisting them in this effort.
 - b. Doug Cage informed the Owner in order for the Design Team to remain "on schedule" a decision would need to be made within the next 6-8 weeks on whether water tanks and/or pumps are going to be necessary to serve the fire protection sprinkler system.
 - c. Mr. Carman acknowledged having flow and pressure data from previous test data obtained on the existing 6" water line owned by Somerset City water district running down the center of Norwood Road. Owner representatives informed the design team John Ashbrook is the contact at the Somerset Water District. At this point in the discussion test data results were stated to be:
 - 480 GPM
 - 8 psi residual
 - 80 psi static
 This data is believed to be approximately 3-4 years old.
 The "future 10" water line" would bring water service from a tank other than the one carrying water in the current 6" water line.
 - d. Mr. Anderson stated he would contact John Ashbrook and report to all on the current status of Somerset Water District services and possible "planned projects" that would impact development of new SKRECC property.
 - e. Mr. Cage stated preliminary calculations which have been based upon many "assumptions" suggest water requirements for SKRECC project would be in the range of 145 GPM for domestic services in the Office, 66 GPM for domestic service in the warehouse and 400 GPM for fire protection. Having said that, he also stated the total combined need could easily approach 1000 GPM depending upon types of materials being stored in the warehouse.
 - f. Brief conversations on types of materials being stored in the warehouse revealed the following
 1. Propane is the only "compressed gas" being stored
 2. porcelain insulators
 3. wire-nuts-bolts
 4. Service vehicles will be parked overnight INSIDE the warehouse area.
 5. Vehicles will be parked overnight INSIDE vehicle maintenance area.
 6. Tractors, mowers, and salt truck will be parked INSIDE in the Buildings and Grounds area.
 7. Van &/or Truck may be parked INSIDE the Marketing Storage area
 8. Transformers will be stored outside.
 - g. Carbon monoxide sensors will be provided in locations where vehicles will be located inside the vehicle maintenance and loading dock areas.
 - h. Allen Anderson stated he would determine which fire department would serve the new site and report back to the design team.
19. Transformer storage area needs to be shown on the warehouse building floor plan and should show the footprint and swing radius of the jib crane.
 20. Consideration of site irrigation system to be largely based upon the cost. *Doug Wilburn has informed Ms. Jacobs no budget for site irrigation has been included in pricing submitted to Owner to date.*
 21. **SANITARY SEWER:** Mr. Anderson stated he would provide a summary of investigations and data that has been gathered to date on sanitary service issues and distribute to the design team including "assignment and delegation of tasks" which will need to be completed in order for a decision to be made on what type of system will be utilized.
 22. **SITE ELECTRIC:**
 - a. It was decided conversations related to type and location of electric service entries would be deferred until Kevin Newton, Steve Conover, and Bobby Hamilton were available to participate in the conversation.
 - b. Mr. Carman and Ms. Howlett shall coordinate proposed location of electrical transformers for Owner review/approval.
 23. **LARGE EQUIPMENT/SERVICES IMPACTING SITE DESIGN** (proposed location to be shown on next site plan if not already shown)

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

- a. Emergency generators – number, size and location to be determined.
 - b. Micro-wave tower. Current proposed location approved by Owner. Owner stated to the best of their knowledge the tower will not require any guy wires. However duct banks are required; Tony Tutman can assist the design team with these requirements.
 - c. Fuel tanks and pumps
 - d. Dumpsters. Owner stated there are multiple types of dumpster requirements including separate dumpsters dedicated for wood products, metal products, and general waste. Consideration must also be given to providing access to a general waste dumpster by the general public associated with use of the community room.
 - e. Doug Cage stated geothermal wells are best located in lawn areas – not paved areas due to heat sink characteristics of pavement. Upon completion of revised building plans Doug can provide John Carman with preliminary square foot requirements for the wells and Mr Carman can begin locating the wells on the site plan. Mr. Cage stated he recommends incorporating "sub-loops" in the system. Ruby Patterson assured all present geothermal test borings have been performed by MacTec and area included in the report Doug Wilburn has distributed to the design team. Mr. Carman and Mr. Cage shall coordinate proposed location of geothermal field for Owner review/approval.
24. Owner requested Mr. Carman send them (3) additional copies of the current site plan to be distributed among various departments for review/comment.

Doug Cage presented topics related to Mechanical Systems including:

25. HVAC SYSTEMS

- a. Owner confirmed desire for system to be geothermal
- b. Owner stated new district offices utilize residential type of HVAC equipment systems and are therefore not applicable to selection of systems for this project.
- c. Use of water source heat pumps would
 - i. Result in use of large numbers of equipment requiring regular maintenance, change of filters, and condensate discharge system.
 - ii. Location of individual heat pumps could be:
 1. Above suspended ceiling systems (economical but not the "most" maintenance friendly option)
 2. On floor in "closets" adjacent to areas being served (expensive option due to increased building square footage to add closets)
 3. In attic mezzanine (assuming roofs will be sloped anyway – this is usually a reasonably economical choice)
 - iii. Allow for excellent air/temperature control opportunities (thermostats)
 - iv. Be more expensive "up front" and "operation" costs as compared to VAV system
 - v. Require less square footage in Mechanical room as compared to VAV
- d. Use of VAV (variable air volume) "water to water" system with reheat boxes would:
 - i. Result in use of a small number (6 +/-) large pieces of equipment that would be installed in centrally located mechanical rooms.
 - ii. Equipment requiring regular maintenance is GREATLY reduced compared to water source heat pump system AND access to equipment is more efficient.
 - iii. Allow for excellent air/temperature control opportunities (thermostats)
 - iv. Be less expensive "up front" and more economical to operate as compared to water source heat pump system.
 - v. Quieter operating system as compared to water source heat pump.
- e. Following review of Pros/Cons of the two systems present the Owner instructed design team to proceed with building design utilizing VAV system with reheat boxes.
- f. Owner stated at the current time they believe they will want DDC controls, however, total project cost might impact this decision at a later date. Mr. Cage and Owner both agreed Johnson Controls is the preferred vendor; however, competitive pricing is needed. The Owner noted none of the new

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

District offices have been constructed with DDC controls. Mr. Cage stated he believes the increase cost for DDC controls compared to conventional systems are negligible. He stated DDC control connections are included in most HVAC equipment as part of the "standard" package.

- g. In the warehouse building there will be various HVAC requirements:
 - i. Office areas located in the warehouse require heating, venting and air conditioning
 - ii. Warehouse and Vehicle Maintenance areas require heating, venting and vehicle exhaust systems. Mr. Cage to coordinate vehicle exhaust system design with Danny West.
 - iii. The vehicle maintenance area shall incorporate clean burn heating system
 - iv. Consideration should be given to use of electric radiant heat, in-slab radiant heat, and make-up air system type/requirements.
 - h. Doug Cage to make recommendations for HVAC systems in the warehouse for Owner review/approval.
 - i. The Owner confirmed all Kitchens and break rooms will be limited to "warming" capabilities. There will NOT be any cooking equipment that would necessitate requirements for a commercial cooking exhaust hood.
 - j. Ms. Jacobs shall provide the following information to Mr. Cage:
 - i. Occupancy load information
 - k. Mr. Cage will work with Ms. Jacobs and Owner personnel to locate heat generating equipment and determine cooling requirements for Dispatch and IT departments. Areas requiring special cooling considerations include the Dispatch Department and IT Department. Geothermal systems may not be recommended for these areas. Doug Cage to evaluate and make recommendation.
 - l. The Owner informed Mr. Cage special consideration should be given to exhaust and/or increased number of air changes in the Board Room to overcome smokers. Smoking will not be allowed in any interior location in the new building, however, there are a few board members who will continue to smoke in the board room.
26. At this point in the conversation, Ms. Jacobs informed the Owner a final decision whether or not the Office building would be two story WITH basement or WITHOUT basement was needed. Mr. Anderson stated a decision had been made to eliminate the basement. There seemed to be two overriding factors; Dispatch and IT personnel are resistant to being located in the basement and there do not seem to be any "economies" in the basement plan due to added circulation and restroom requirements.
27. There was discussion regarding roof finishes. Ms. Jacobs stated since the warehouse building will be a pre-engineered metal building system the roof finish will be mfr's standard metal standing seam system. Mr. Anderson stated the Owner's first choice for a roof finish on the office building is also metal standing seam that is similar to new district offices. Asphalt shingles would be accepted only for cost control/value engineering circumstances.
27. **OFFICE PLUMBING**
- a. Location of water and fire protection service entries are to be determined.
 - b. SKRECC will furnish water heaters to DWWI's contractor for installation.
 - c. Owner requested automatic controls for water closet flushing and lavatories. Controls should be hardwire type, not battery (tie to emergency generator)
 - d. Owner requested floor mounted water closets with flush valves.
 - e. Owner approved distribution of exterior wall hydrants at approximately 200' on center. Hot water is NOT required at any exterior wall hydrant.
 - f. Mr. Jacobs will provide Mr. Cage with locations of kitchen equipment requiring water hook-ups.
 - g. Water coolers shall be equipped with filtration system to eliminate desire/need for bottled water coolers.
 - h. Mr. Cage to make recommendations for quantity, type and location of floor drains.
 - i. Ms. Jacobs to coordinate fire protection head type and color finish with Mr. Cage.
- 28: **WAREHOUSE PLUMBING**
- a. Design Consultants will make recommendation to Owner on water service entry location, however it is expected to be located in the Mechanical Room
 - b. Doug Cage to review the following system requirements with Danny West

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

- i. Wash bay system type
 - ii. Trench drains in vehicle maintenance
 - iii. Oil/water separator locations
 - iv. Compressed air requirements (drop locations, quantities, flow rate & pressure)
 - v. Piped utilities
 - vi. Eye wash stations
- c. Ms. Jacobs will coordinate locations of water coolers with Owner
 - d. The Owner reaffirmed their desire to have a centrally located break room to be shared by warehouse and office personnel. However, additional coffee stations and vending areas should be located in the warehouse.

29. WAREHOUSE FIRE PROTECTION

- a. Doug Cage to work with Owner to develop a comprehensive list of materials that will be stored including compressed gasses and flammable/combustible liquids. He will work with Owner/Architect to determine the configuration of the storage (shelving height, etc.)

Michelle Howlett presented topics related to Electrical Systems including:

ELECTRICAL – POWER

- b. Michelle Howlett to coordinate with Kevin Newton, Steve Conover, and Bobby Hamilton on Power System design issues including:
 - i. Voltage – current assumption is – 480/277V, 3-phase, 4-wire
 - ii. Office and maintenance building feeds
 - iii. Locations of panel boards, transformers within buildings
 - iv. Power quality considerations (isolated ground systems, TVSS, etc.)
- c. Fleet service will require electrical service running along the center of the covered parking area.

30. LIGHTING

- a. Michelle Howlett informed the Owner the energy codes have had significant impact on lighting design.
- b. Fixture selection will emphasize use of T-5 fluorescent lamps in office areas. The Owner expressed preference for Hi-bay fluorescent in warehouse and storage areas.
- c. Either occupancy or master time clock controls will be required. This requirement applies to all buildings with a "Business Occupancy" that exceed 5,000 SF. Ms. Howlett acknowledged most feedback on occupancy controls have been negative (lights sometimes shut-off when rooms occupied). However, Owner representatives stated their operating hours are not regular. It was agreed more discussion on this issue would be required.
- d. The new energy code (IECC) does not allow use of night lights.
- e. Exterior lighting to include:
 - i. Lighting of all paved roads and storage areas. SKRECC will install this lighting, Ms. Howlett will design circuitry. Location of pole lighting will need to be coordinated with security camera locations.
 - ii. Low voltage/decorative lighting around the office building, public areas, and pedestrian walkways.
 - iii. Consideration for holiday lighting

31. COMMUNICATIONS & TELEPHONE SERVICE. It was agreed to defer conversations on this topic until another day when Joe Langdon (IT), Dallas Hopkins (Dispatch) and Richard Randall could be included.

Topics to be discussed include:

- a. Communication Closets - prewired?
- b. VOIP
- c. Head-end equipment installation
- d. Intercom/paging
- e. Provisions for projectors and TV's

32. SPECIAL ELECTRICAL REQUIREMENTS IN WAREHOUSE

- a. Carbon monoxide detection systems will be required.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)

- b. Ms. Howlett to tour existing facility to obtain list of special equipment requirements including welders, air compressors, etc.
 - c. Electric dock levelers shall be provided at the warehouse.
 - d. Owner's representatives were reminded to communicate to the design team on special systems to be included in the new facility that they do NOT currently have.
33. **SECURITY SYSTEMS.** The Owner confirmed security systems will be required to for the site, CCTV and gate access control systems. Building security systems to include CCTV, motion detection, and door proxy card access control. It was agreed to defer further conversations on this topic until another day when additional Owner personnel could be included.
34. **FIRE ALARM.** Ms. Howlett stated the fire alarm system would be designed to meet minimum building code requirements. She would rely on Owner representatives to inform her if the system needed to "exceed" minimum requirements.
35. **SPECIAL ELECTRICAL REQUIREMENTS AT THE AMPITHEATER.**
- a. Owner anticipates setting separate service for the Amphitheater. Current operations include (2) 200 amp panels. Ms. Howlett to coordinate with Bobby Hamilton.
 - b. It was agreed to defer further discussion on the Amphitheater until Allen Anderson and Doug Wilburn met to discuss and review preliminary budget costs associated with this portion of the project. Mr. Anderson stated the budget costs seemed high. The Owner may need to reduce the proposed scope of the work to reduce the cost and it therefore seemed premature to pursue design discussions.

There being no further conversation the meeting adjourned. If any portion of the above Minutes have been recorded in error, or if any pertinent item has been omitted please bring it to the attention of Margaret Jacobs within 7 days of receipt.

Respectfully Submitted By: Margaret Jacobs

C: All attending
Doug Wilburn
Shannon Penniman



minutes of meeting

project: South Kentucky RECC New Office and Maintenance Facilities

date: 7-31-07

subject: Communication and Security Systems Coordination

attendance: Michelle Howlett, CDP Engineers, Inc.
Margie Jacobs, Tate Hill Jacobs Architects
Jeff Greer, SKRECC
Joe Langdon, SKRECC
Dennis Holt, SKRECC
Steve Conover, SKRECC
Tony Tupman, SKRECC
Ruby Patterson, SKRECC
Richard Randall, SKRECC
Allen Anderson, SKRECC
Dallas Hopkins, SKRECC

See attached sign-in sheet.

1. The communications tower will be 180 ft. tall, with no guys. There are no power requirements, however, a convenience receptacle will be provided. Tony requested that the tower be located closer to the building. A 3" conduit with pullwire should be provided from the tower to the main communications room. This will be adequate for all radio systems including SCADA. Tower base, grounding, etc. will be by others (NIC).
2. Power requirement for radio equipment in the server room is eight 20A, 120V circuits. Equipment will be mounted on two-four post racks. The existing SCADA system cabinet will also be relocated to the main communications room and will need power.
3. There will probably be 15 servers, rack mounted. Two post racks should be used.
4. The communications wiring throughout the building should be pre-wired back to the communications rooms. The plan currently shows only the main server room, but there will be a need for additional communications rooms (IDF's).
5. Horizontal wiring should be specified to be the latest approved standard at a minimum, and Joe is okay with non-approved enhancements above the standard. Backbone cabling between communications rooms will be 12 strand fiber for data and 100 pair copper for voice.
6. All systems, including SCADA, are on a common network. There is no need to segregate horizontal wiring for different networks.



7. There may be VOIP in the future, but separate telephone and data wiring systems should be designed at this time. All wiring will be punched down in the communications rooms separately for each system.
8. In billing and dispatch, there will be desktop radios that require a special 25 pair cable back to the main server room. The cable can be provided by the supplier of the system, or we can also consider wiring as part of the Contract.
9. Communications rooms should be compartmentalized with separately controlled access to different areas. Joe and Margie will work together regarding the layout of these rooms and required access.
10. There is an existing central UPS system, however, it is old and should be replaced. The new design may include multiple central UPS systems based on required locations. All equipment in the server room should be on UPS, as well as workstation outlets in dispatch, call center, and billing. The telephone system has an internal UPS. Margie suggested color coding of receptacles to indicate which are on different power systems.
11. We discussed the possibility of accessible floor cavities in key areas. It was decided that it is not needed. Large conduits should be provided through the floor in the dispatch area to allow for future needs.
12. The telephone system has paging capabilities, although not for multiple zones. Speakers will be provided throughout the building, and wired back to the telephone system location.
13. Copiers and printers are primarily 120V standard cord and plug. Network connections are required. There is also a plotter and oversized scanner/printer.
14. TV's should be provided in board room, breaker room, dispatch area, and two in community room. Cable is available in the area, and a service conduit will be provided to the main server room, and inside wiring distributed from there. Conduit will also be routed from the main server room to the communications room in maintenance building for TV purposes as well.
15. Provisions for video conferencing should be made in the community room.
16. Projectors will be needed in training, board, and community rooms. After the meeting, we also observed an existing projector in the dispatch area which will be relocated.
17. Special considerations should be made for fire suppression in the communications rooms, possibly a dry system. Michelle will pass this information along to Doug Cage (mechanical engineer).
18. CCTV system will be specified to allow networking with LAN as SKRECC sees fit.
19. Currently, the CCTV system includes interior cameras in the lobby and community room, as well as exterior cameras. The new system should cover at least those areas. Cameras should be provided to view all possible entrance locations. CDP will take a stab at the CCTV system layout and provide to SKRECC for review. Fixed cameras are the preferred method.
20. The existing security system includes motion and break glass detectors. The new system should be similar.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)

Witness: Doug Wilburn (5d)



21. Silent Guard Security provided the existing security and fire alarm equipment. Consideration will be made for having them furnish new equipment. Dwight Sears is the contact. Fire alarm equipment will need to be furnished as part of the Contract since it is code required.
22. The existing access control system consists of card scanners. These will be used at gates and for interior access. Actual locations will be determined as design progresses.
23. In general, details of the security systems will be determined during detailed design with key personnel.
24. The call center and dispatch areas will have flat screen LCD monitors and projectors.
25. It is proposed to have a rear-projection arrangement in the dispatch area, and also a place for a paper map. There should also be provisions for grouped monitors to view weather conditions, etc. This item was discussed during the walk-through after the meeting.
26. It was mentioned in this meeting that the gas pumps should be designed to be on the generator.
27. There will be a fuel monitoring and card read system. CDP can specify, or Allen will provide the name of the supplier for required coordination, if furnished separately.



minutes of meeting

project: South Kentucky RECC New Office and Maintenance Facilities

date: 7-31-07

subject: Power Systems Coordination

attendance: Michelle Howlett, CDP Engineers, Inc.
Steve Conover, SKRECC
Kevin Newton, SKRECC
Ruby Patterson, SKRECC
Bobby Hamilton, SKRECC
Allen Anderson, SKRECC
Danny West, SKRECC

See attached sign-in sheet.

1. The office and maintenance buildings are separated by only a breezeway, and are technically separate buildings. Electrical service can consist of either a single service, with one building fed through another, or two separate services. It is likely that two services will be used, however, the final decision will be made after the maintenance building loads are calculated. A separate pad mounted transformer will be used for each service.
2. After some discussion, it was decided that service voltage will be 480/277V. This will allow for 277V lighting to be utilized, as well as harmonic filtering transformers for non-linear loads. Michelle will coordinate with the architect, Margie Jacobs, to make sure adequate space is provided in the building for dry-type transformers.
3. The maintenance building will be provided with 3-phase service, either independently or through the office building. In addition to power for lighting, receptacles, HVAC, etc., there will also be power needs for a 3-phase air compressor, two welders, vehicle lift, truck wash, and other miscellaneous equipment. Forklifts will be propane. *After the meeting, Michelle, Steve, and Danny walked around the existing maintenance shops and observed equipment to be relocated, and Danny provided details about new equipment to be purchased.*
4. Standby generator(s) will be diesel. There will be one or two depending on the number of services. Since the diesel fuel tanks for vehicles will probably be located far from the generator(s), an independent sub-base fuel tank will be planned for the generator. Fuel storage should be 8-10 hours.
5. The covered parking area will need receptacles for heaters for trucks. One receptacle will be provide for each space, and wired to a dedicated circuit.
6. In addition to code-required loads (emergency lighting, fire pump, fire alarm system, etc.), the following equipment should be connected to the emergency generator(s): telephone system, servers, and radio equipment. In addition, the call center and dispatch areas need to have



complete facilities (lighting, HVAC, workstations, etc.) on the generator as well. Other obvious equipment which should be connected, such as gate operators and toilet auto-flush will be evaluated as the design progresses. There will be multiple transfer switches as required by NEC.

7. The riser pole will be located near the main entrance. 4-3" primary conduits with pullwire will be provided from the riser pole to each pad mounted transformer location. SKRECC will pull the cable.
8. Considerations for power quality will be considered in the design, with TVSS protection provided at multiple levels within the power system, oversized neutrals for panels serving non-linear loads, K-rated transformers, and isolated ground systems. Grounding will consist of a counterpoise around the buildings, driven rods at building corners, and bonding to structural steel and metal water piping (if available). An open ground bus will be provided in the server room as well.
9. Power monitoring will be provided at key points throughout the power system, and connected to the LAN, for viewing by any personnel who has the software loaded on their computer. The system can be designed to be expanded as SKRECC sees fit.
10. The amphitheater will have a separate service, 120/208V, 3-phase, from a pad-mounted transformer.
11. Lighting layout will be by CDP, using the Cooper Galleria fixture as a basis of design. The fixtures and poles will be furnished and installed by SKRECC. Pole bases, conduit and wiring should be by the Contractor. The fixtures will be 400 watt MH, on a 30 ft. square pole. Either square or long distribution is available. The Drawings will include a schedule indicating each fixture type. Lighting at the pole storage area will be on wood poles.
12. Exterior lighting controls should be by one photocell and lighting contactor, except the pole storage lighting which should be controlled by a separate local switch.
13. It is possible that ownership of the entrance road may be assumed by the County. If so, there may be some coordination required for light fixture placement.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

RE: Design Meeting
PROJECT: South Kentucky Rural Electric Cooperative Corporation
New Corporate Offices, Warehouse & Site Development
ARCHITECT'S PROJECT NO.: 0709
DATE: December 3, 2007

ATTENDING:

Allen Anderson	CEO
Ruby Patterson	Vice President Member Services and Public Relations
Steve Conover	Vice President Engineering & Operations
Jeff Greer	Vice President Finance
Doug Wilburn	DWWI
Kevin Warner	Carman
Margaret Jacobs	Tate Hill Jacobs Architects

A meeting was held at SKRECC board room on November 21, 2007 primarily to discuss site design issues. Those attending are as noted. An agenda for today's meeting including questions requiring Owner input was distributed to all persons on November 12. Mr. Anderson stated he and the management team require additional time to complete a more comprehensive review of drawings that have been submitted to date.

The following notes were recorded during Mr. Warner's presentation of site issues:

1. Mr. Warner confirmed with all present approval of the overall site layout including location and relationship of the office building and warehouse, main entry design, general location of amphitheater and surrounding parking, fleet parking and pole storage.
2. Owner representatives confirmed desire to see the space between the office and warehouse building developed into a well landscaped outdoor meeting/break area with seating for approximately 20 persons. Walkway between 2 buildings to be open-air, but covered with the capacity to be enclosed at a later date. "Gathering location" should be located toward the north side of the site and away from direct sight lines of VPEO office. The current distance between the two buildings is 42 feet
3. Although it would be desirable to limit heavy trucks to the service entry all present agreed it would be difficult to prevent them from entering the main entrance. Therefore, heavy duty pavement will be required at main entrance and service entrance. Radius of paved areas at main entry will need to be "eased" to accommodate semi-tractor/trailer vehicles
4. Discussion continued on type, quantity and location requirements for dumpsters. All agreed a general purpose dumpster is required for use by Community room and for the Office building. Dumpster requirements for the warehouse have not been fully defined; however, a minimum of (3) will be required. One each for metal, wood, and general refuse. Mr. Warner was instructed to include provisions in the design for dumpster locations both "ends" of the warehouse – one at vehicle maintenance and one at the warehouse end. It might be desirable to locate dumpsters between indoor & outdoor warehouse areas where a forklift ramp is currently shown. Jeff Greer to advise if ramp should be moved to accommodate dumpsters at this location. Each location shall included provisions for as many as (3) dumpsters. The dumpster located for use by the Office building and Community room shall be enclosed by a wood fence/screen. Mr. Warner stated the Owner should anticipate Trash Vendors will open the gates enclosing dumpsters but are not likely to close them.
5. Discussion continued on the location of formed concrete curb/gutter. Mr. Wilburn recommended curb/gutter be limited to "parking areas", buildings and "islands". He recommended no curbs be provided along paved drives. Mr. Warner noted curbs would be an obstruction along drives during annual meeting when parking in grass areas will be required. Owner representatives concurred with Mr. Wilburn's recommendation.
6. All present confirmed the pole access drive AND storage area should be compacted gravel – no paving.
7. Mr. Greer to confirm the proposed 3.5% slope at the pole storage area is acceptable.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

8. Mr. Warner directed attention to the enlarged plan of the proposed pole storage including dimensioned storage area (180 x 70) and surrounding drive (50 feet all sides). Mr. Greer was requested to confirm these dimensions are acceptable.
9. Mr. Warner directed attention to the number, type, and location of parking spaces proposed. Mr. Anderson recommended increasing the number of spaces shown in the area currently designed for 56 spaces. It was agreed it is not necessary to increase spaces adjacent to Fleet Parking since employees will not transition "directly" from personal vehicle to company vehicle. They typically will go to their office before transitioning to vehicles.
Owner representatives were requested to identify the total number of vehicle spaces required to be located "inside" the security fence. Mr. Warner also requires confirmation/directions on space size, and if some oversize spaces are required he needs to know how many. Steve Conover was requested to follow-up with this information.
10. Security gates should be located at entry to Amphitheatre. Mr. Anderson stated the Amphitheatre site will need to be enclosed by a security fence. Security gates associated with "general operations" shall be located on the east and west sides to limit access to the warehouse AND to prevent "thru-traffic" between Old Salts Road and the Main entrance. This will be accomplished by locating (2) gates on the east side of the facility just past the "T" formed by the main drive and the "service" road. Gates will be located in a manner which will allow large trucks the ability to turn-around if they enter into the service road "after hours". All agreed there will be NO gates at the main entrance to allow for 24 hour access to the Community room and associated parking areas.
ADDITIONALLY, Mr. Conover stated a security gate should be located between warehouse and pole yard.
11. Mr. Warner reported costs of permanent seating for the amphitheater could vary between \$15/100 per seat depending on the type. Metal bench seating without arms/back being the most economical. Mr. Wilburn instructed Mr. Warner to forward information to his attention and he would prepare options for SKRECC review.
12. Steve Conover inquired if the proposed 60 feet dimension all sides of Fleet Parking is adequate for "all types of trucks and conditions". Mr. Warner stated he needs to rely on SKRECC personnel to provide him with the answer to this question. Mr. Warner suggested the Owner utilize water to "make tire tracks" of the most critical vehicle types to determine minimum turning radiuses and to then "add" for pole carrying vehicles, etc. Mr. Conover was requested to assist Mr. Greer in evaluating proposed vehicle drive widths and clearances.
13. Mr. Conover stated some of the fleet parking spaces will need to be "oversized". For vehicles requiring extra length it might be possible to omit the center dividing wall. He was requested to provide the A/E with size and quantity requirements for oversize vehicles. Mr. Wilburn recommended in increasing clearances on the north side of fleet parking for oversize vehicles.
14. Mr. Wilburn recommended security fence height be 8'-0" commenting that fencing is for honest people anyway. It was agreed barbed wire is not required. Gates shall be motorized "sliding/rolling" operation and controlled by proxy card.
15. Mr. Warner directed attention to the proposed location of fuel tanks. Mr. Wilburn reminded all he will be providing power, conduit for data, water connections (yard hydrant for cold water only) and pavement for "Owner provided" fuel tank and distribution systems. Mr. Warner was informed the proposed "corner" location is not acceptable. The fueling area must be located where large trucks have access to it and preferably in a manner that would allow BOTH SIDES OF BOTH STATIONS to be utilized simultaneously even when a large vehicle is located at one station. Mr. Warner to revisit design needs and suggest alternate location.
Mr. Anderson stated tanks need to be 8,000 gallon capacity each. He also stated he is currently assuming tanks will be located below grade.
16. Mr. Warner inquired if a pole climbing area is required. All present agreed SKRECC personnel would build the pole climb training structure on an area provided by Mr. Wilburn that is flat and accessible by truck. SKRECC representatives stated there are no electrical or other services required at this area. Steve Conover was requested to follow-up with the minimum dimensional requirements for the "flat area".
17. Discussion continued regarding the location of the communication tower. Cable between the tower and the server room can be run exposed overhead or underground. 1" conduit required for general lighting and 4"

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

conduit required for general service (these sizes were "increased" from owner requested ¾" and 3" respectively for a "safety" factor). Tower height is expected to be approximately 180 feet. The concrete base will be square between 14-20 feet. There are no guy wires required with the tower. SKRECC stated the emergency generator does not need to be located in close proximity to the tower. Owner's tower "vendor" will install tower, base, and antennas. Owner's communications contractor will run cable. DWWI will provide conduit. *On Wednesday, November 28 Mr. Conover informed the A/E the tower must be located within 100' of the server room. Drawing showing a 100' radius around the server room was sent to Mr. Conover with suggested location of tower.*

18. Mr. Conover to confirm emergency generator will be operated with diesel fuel.
19. Owner representatives to coordinate with one another to develop a complete, comprehensive list of equipment that will be required to be provided with UPS (uninterrupted power service) and/or to be tied to the emergency generator.
20. Although not attending today's meeting, Ms. Jacobs agreed to contact Michelle Howlett to determine if it is feasible to serve the emergency generator fuel from the vehicle pumps (generator is located at higher elevation than vehicle pumps)
21. Mr. Warner inquired what types of signage are desired. Owner stated signage on state road 27 is desirable. Ms. Jacobs was instructed to submit proposed design for main entrance. Similarly, Owner requested any signage associated with the building design be "applied" and not "permanently engraved" into stone.
22. Three flagpoles with lighting should be provided and located near the building at the island "on axis" with the front door.
23. A landscaping plan should be provided. Mr. Wilburn instructed tree caliber be approximately 1.5" and be material that is locally available and hardy. No site irrigation will be provided.
24. Conversation continued on grading currently proposed to accommodate parking for the annual event. Mr. Warner's provisions currently include approximately 600 cars in lawn areas and approximately 250 in paved areas. Ruby Patterson stated they park approximately 3,000 vehicles at the current site. Mr. Warner was instructed to increase grading to the "extent" of the current proposed area. It was also agreed that the existing pond should be drained and dried.

Mr. Wilburn suggested SKRECC personnel continue review of items requiring additional Owner consideration and submit response to A/E/Contractor via e-mail as soon as answers are available. Ms. Jacobs suggested a follow-up meeting be scheduled for the first week of December to revisit questions that were not answered at today's meeting.

In summary, there were several issues that were not resolved at today's meeting. The following list was issued via e-mail on Tuesday, November 27 to all persons requesting their assistance with specific items as noted.

ALLEN:

1. Prepare a list (if applicable) of any equipment located within your work area (including Board Room and catering kitchen) that should be tied to an emergency generator.
2. Please advise if we should plan to attend the next board meeting – and if so, please provide us with date/time.

RUBY:

1. Prepare a list of equipment within your department that will need to be tied to an emergency generator.
2. Review revised warehouse layout; advise if any changes are required.

STEVE:

1. Please review proposed parking design including total quantity, type, and location. Identify how many should be located within the "secure fence" area. Keep in mind some employees require (2) parking spaces (one for personal vehicle and one for company vehicle). Identify which spaces should be oversized – and what the dimension should be.
2. Coordinate vehicular clearance and turning radius requirements with Jeff to confirm clearances are provided for pole trucks, diggers, bucket trucks, etc.
3. Please provide the dimensional requirements for a "flat earth pad" for SKRECC to develop pole climb training area.
4. Confirm the communication tower can be located "within 100 feet" of the exterior wall of the Office building.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

5. Confirm generators will be diesel fuel type.
6. Prepare a list of equipment within your department that will need to be tied to an emergency generator.
7. Review revised warehouse layout; advise if any changes are required.

JEFF:

1. Please review proposed vehicular circulation clearances and turning radiuses and notify us of changes required to accommodate your vehicle needs.
2. Please confirm dumpster requirements (type quantity and location). My notes indicate:
 - a. One general purpose dumpster serving community room (standard flip top type)
 - b. Provide pad and bollards in not less than two locations in the warehouse area. Pads should be sized for a maximum of (3) dumpsters (metal, wood, general use). If possible, please identify the total quantity, type (flip top or roll) that will need to be accommodated.
3. Confirm the proposed pole storage "pad" dimension of 180' x 70' with 50' all sides for vehicular circulation is adequate. Confirm 3.5% slope is acceptable. All surfaces are gravel.
4. Prepare a list of equipment within your department that will need to be tied to an emergency generator.
5. Review revised warehouse layout; advise if any changes are required.
6. Confirm dimensions shown on overhead doors on the current warehouse plan are acceptable.
7. Please forward a "sample" of the narrative description required by PSC.

In addition to site design issues, Ms. Jacobs requested Owner approval of changes made to the Community Room Plan in response to comments received via a-mail from Amy Acton on November 12 and the revised plan sent on November 13. Comments at today's meeting included:

1. Allen Anderson requested:
 - a. A door be added between the Community Room and the exterior of the building.
 - b. Switch location of Kitchen and storage room
 - c. Provide "service entrance" into the Kitchen
 - d. Increase width of Kitchen – reduce width of storage
 - e. Eliminate Vending alcove.
 - f. Reduce Pre-Function area and increase community room area.
 - g. Reduce size of AV room
 - h. Determine whether or not warming equipment and other serving equipment requires power – if so, floor outlets will be required.

Ruby Patterson informed Ms. Jacobs Buildings & Grounds requires a storage room in the Office building adjacent to the custodial closet for storage with about 120 square feet. Ms. Jacobs stated she would add a room next to the mail room.

Ms. Jacobs reminded all present a revised Warehouse plan was sent to their attention via e-mail yesterday (11.21.07) She reviewed changes to the plan including:

1. Changes in warehouse made in response to meeting with Tony Tupman on November 7
2. B&G moved to east side of warehouse
3. Custodial room added including space for washer/dryer and mop sink
4. Communications and electrical closets added
5. Reconfiguration of Right-of-way and restrooms resulting from changes to Meter Shop.
6. "Forklift" access doors are currently shown as 10' width – district office doors are only 9' and are too small. Jeff Greer to confirm 10' is adequate.

Ms. Jacobs requested the management team review and confirm acceptance of the revised warehouse plan at the earliest possible date.

Mr. Wilburn informed SKRECC:

1. All design consultants are developing drawings and performing heating/cooling/power, etc. calculations based upon current plans prepared by THJ. Changes made to floor plans after today's date create additional work for the site, structural, mechanical and electrical design engineers.

Witness: Margaret Jacobs (5a, 5b, 5c, 5e)
Witness: Doug Wilburn (5d)

2. Exterior walls are being detailed utilizing ICF wall construction – 8” concrete core with exterior brick veneer with an R-value of approximately 21. Interior walls will be finished with gypsum wallboard.
3. Interior walls are being detailed using steel studs and gypsum wallboard, except that Server Rooms and Dispatch will be framed from concrete block for additional strength.
4. Structural steel framing and concrete slab is being detailed for second floor construction assemblies
5. Light gage metal roof truss framing with rigid insulation board and standing seam metal roof is being detailed for roof assemblies.
6. Finished ceilings in offices are being designed for 9’-0” height – with increased height in selected areas including Community Room and Entry Lobby of Office building
7. The Warehouse is being detailed as a pre-engineered steel structure with interior metal liner wall panels and exterior metal wall panels. Mr. Anderson requested a closed cell polyurethane (such as Icynene) be considered for insulation system in warehouse.
8. Mr. Wilburn recommended SKRECC logo be shown on the entry tower as “applied signage” – cast aluminum or equivalent – Owner concurred.

Ms. Jacobs inquired if the current plans should be presented to the PSC for review/approval. Mr. Anderson stated design documents need to be presented for Board review/approval prior to making a PSC submittal. Mr. Anderson stated he would follow-up with Mr. Wilburn and the design team on date/time to meet with the Board. Similarly, Jeff Greer agreed to work directly with Ms. Jacobs at the appropriate time to prepare a submittal to the PSC.

There being no further conversation the meeting adjourned. If any portion of the above Minutes have been recorded in error, or if any pertinent item has been omitted please bring it to the attention of Margaret Jacobs within 7 days of receipt.

Respectfully Submitted By: Margaret Jacobs

Attachments: Revised Office Floor Plan (addition of custodial storage and revisions to Community Room per Owner requests as itemized on page 4 above)

C: All attending	Michelle Howlett
Amy Acton	Doug Cage
Shannon Penniman	Craig Brown

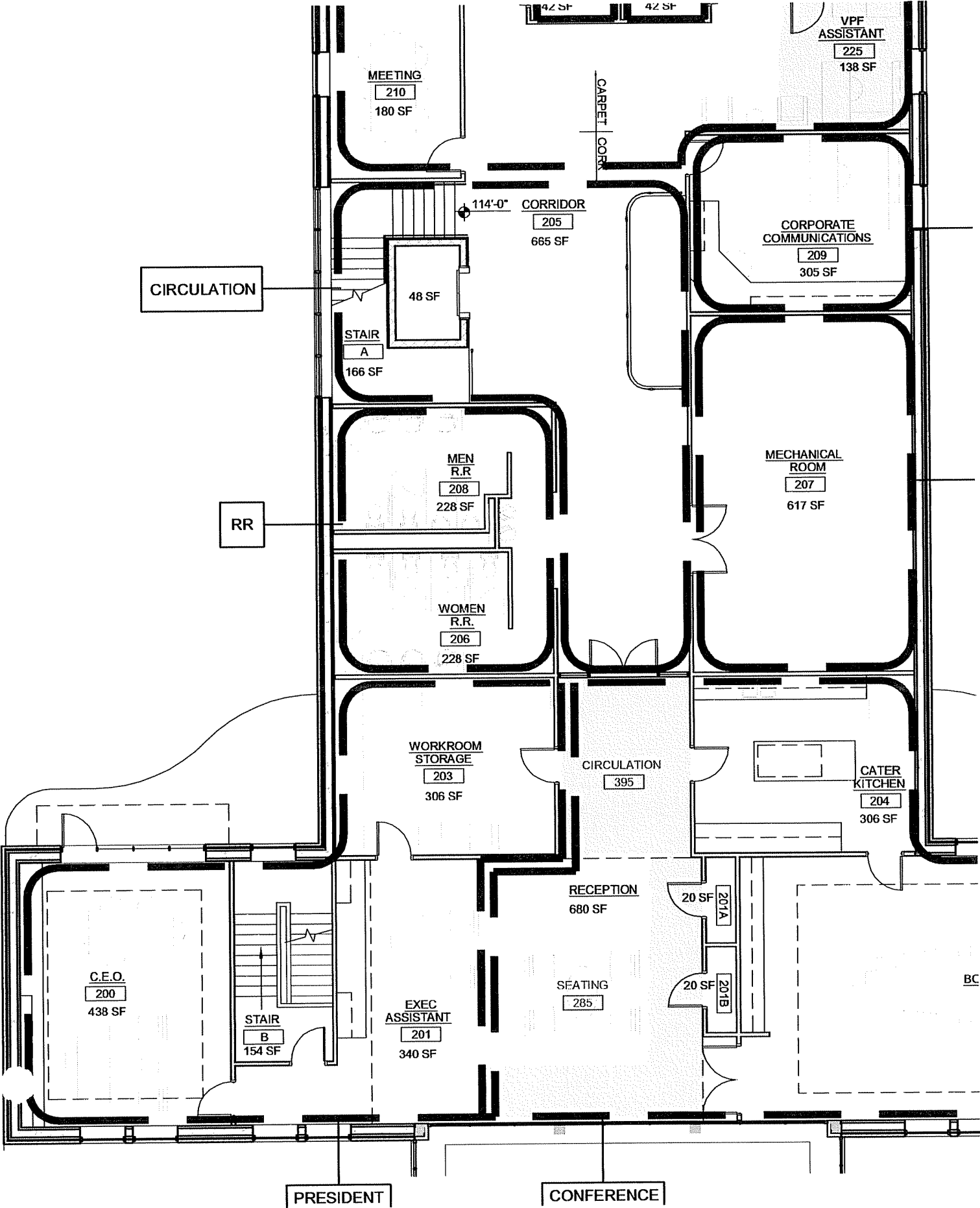
RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

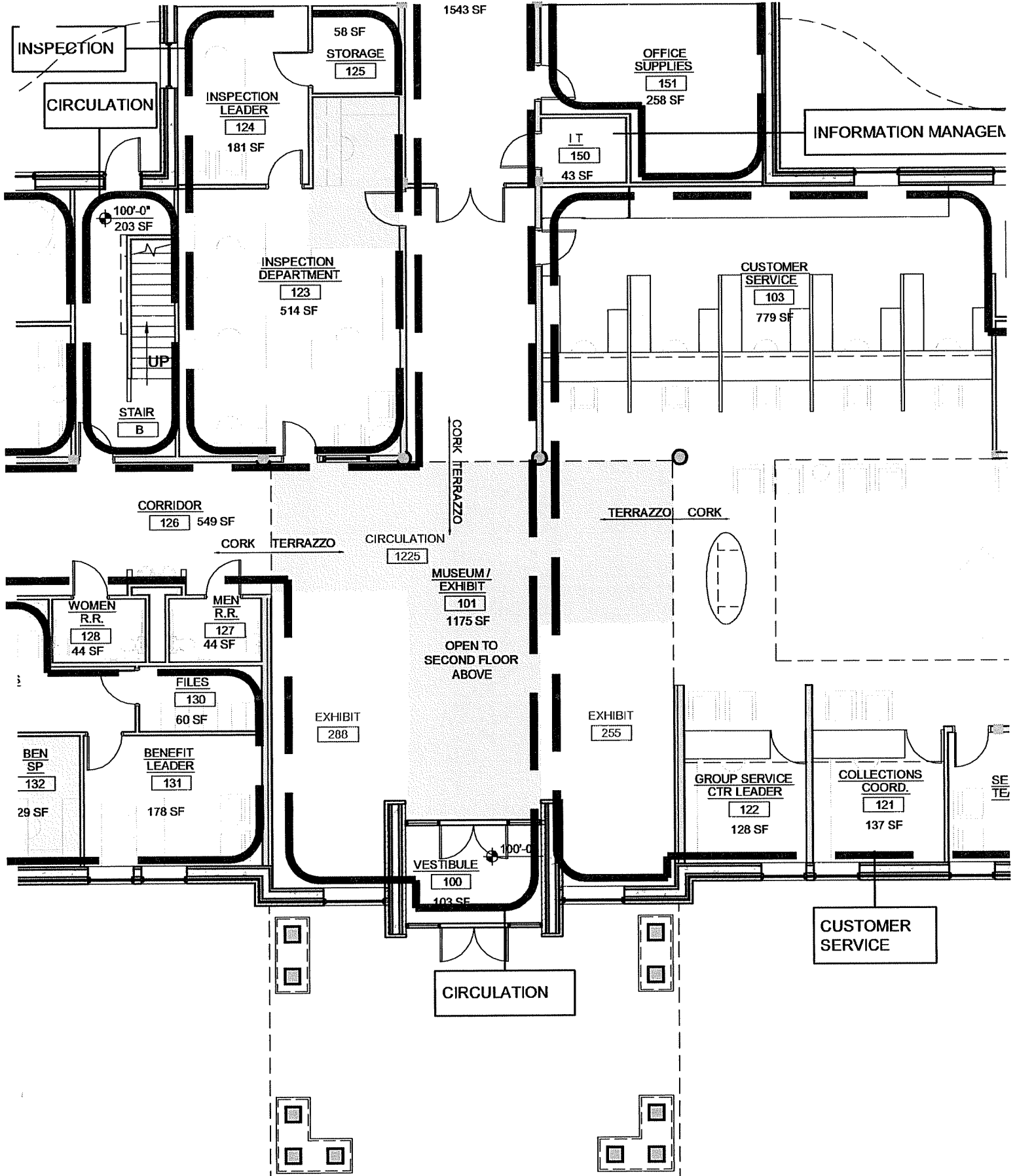
- Q. 6. Refer to South Kentucky's responses to Staff's Supplemental Data Request, Item 1.
- a. Explain the purpose of the reception area contained within the conference room and justify the need to have a 680-square-foot reception area.
 - b. Explain the purpose of a cater kitchen for the conference center and justify the need to have a 306-square-foot cater kitchen. Include in this explanation whether the size of the cater kitchen increased during the design process and the reason for this increase.
 - c. Explain the purpose of the first floor museum exhibit and justify the need to have a 1,175-square-foot exhibit area.
- R. 6(a) Refer to Item No. 6 page 3 of 4. For convenience purposes the area required for circulation and seating (reception) is combined for a total area of 680 SF. This single space could be divided into two spaces that would be:
- i. Circulation 395 SF
 - ii. Seating/Reception 285 SF
- This space serves as a "pre-function" support for the Conference Room. It is not unusual for the Conference Room to be "in-use" at the same time another group is preparing to make a presentation to the Board. This second "group" would be waiting outside the Conference room. It is important for the "waiting space" and furnishings not to encroach on the "means of egress" to ensure that life safety requirements are not compromised.
- R. 6(b) As a support space to the Conference Room, Cater Kitchen 204 is designed for a group of 10-20 persons meeting in the Conference Room to utilize this space in a buffet style food delivery method. To accomplish this the proposed design includes a center island facilitating circulation into and back out of the room in an orderly manner.
- The cater kitchen area size fluctuated during the design process as shown on early concept plans that were included in responses to item 9 of the February 22, 2010 response to data request. The size in the current proposed design is the larger of these (3) versions as a result of mechanical room space requirements on the first floor.
- There were no requests during the design process for this room to become larger.

- R. 6(c) Refer to Item No. 6 page 4 of 4. For convenience purposes the area required for circulation and the area proposed for exhibit space are combined for a total area of 1,175 SF. This single space could be divided into two spaces that would be:
- iii. Circulation 1225 SF
 - iv. Exhibit 543 SF

The circulation at this location includes convergence of the two primary corridors in the office building. All SKRECC members, visitors and guests will pass through this intersection. Additionally, a significant percentage of all SKRECC personnel will utilize this portion of the corridor system multiple times throughout the day. It is important for the circulation portion of this space to remain free of furnishings to ensure life safety requirements are not compromised.

The remaining 543 SF of this space is proposed to exhibit historic and current information. These exhibits would include display of historic photos, energy conservation systems, AMI and Smart Grid displays, energy efficient heating/cooling equipment, water heating displays, energy efficient home building displays, and a multitude of items specifically focused on "green ideas". Many of these materials already exist and if not placed on display would be kept in storage. The ability to showcase these materials in rotating exhibits is an amenity to SKRECC members.





RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q. 7. Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 7. In the correspondence provided from the United States Department of Agriculture, reference is made to "RUS Form 740c, Cost Estimates and Loan Budget for Electric Borrowers, dated November 12, 2008, enclosed and made a part hereof." Provide a copy of the referenced document.
- R. 7. Please see Item No. 7 pages 2 thru 9 of 9

Witness: Stephen Johnson

Public reporting burden for this collection of information is estimated to average 17 hours per response, including the time for reviewing instructions, searching existing data and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, DC 20250, and to the Office of Management and Budget, Paperwork Reduction Project (OMB #0572-0032), Washington, DC 20503. OMB FORM NO. 0572-0032, Expires 05/31/92.

This data will be used by RUS to review your financial situation. Your response is required (7 USC 901 et seq.) and is not confidential.

USDA-RUS		Form Approved OMB No. 0572-0032	
COST ESTIMATES AND LOAN BUDGET		BORROWER AND LOAN DESIGNATION	
FOR ELECTRIC BORROWERS		SOUTH KENTUCKY RECC - KY 54 BB8 CWP Amendment - Somerset HQ Facilities	
To: U.S. Dept. of Agriculture, RUS, Washington, D. C. 20250		COST ESTIMATES AS OF: (Month, Year)	
INSTRUCTIONS See EOM-4 Guideline for the Implementation of 7 CFR 1711.1		Sep-08	
SECTION A. COST ESTIMATES		LOAN PERIOD <u>2</u> YEARS	
1. DISTRIBUTION		BORROWER'S COST ESTIMATES	RUS USE ONLY
100 a. New Line: (Excluding Tie-Lines)			
<u>Construction</u> <u>Consumers</u>	<u>Miles</u>		
Underground _____	_____		
Overhead _____	_____		
Total Consumers _____	Total Miles _____		
	Less Contributions _____		
	Subtotal (New Line)	\$0	
a.(1) Major Development : (site specific code 100)			

	Subtotal (Major Development)		
	Subtotal All code 100	\$0	
200 b. New Tie-Lines			
<u>Line Designation</u>	<u>Miles</u>		
_____	_____	\$0	
_____	_____		
_____	_____		
_____	_____		
	Subtotal from page 1A		
	Subtotal (Includes subtotals from pages 1A) .. Miles ..	\$0	
300 c. Conversion and Line Chan			
<u>Line Designation</u>	<u>Miles</u>		
_____	_____	\$0	
_____	_____		
_____	_____		
_____	_____		
_____	_____		
	Subtotal from page 1A		
	Subtotal (Includes subtotals from pages 1A) .. Miles ..	\$0	
400 d. New Substations, Switching Stations, Metering Points, etc.			
<u>Station Designation</u> <u>kVA</u>	<u>kV to kV</u>		
_____	_____	\$0	
_____	_____		
_____	_____		
_____	_____		
	Subtotal	\$0	

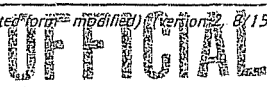
OFFICIAL

BORROWER AND LOAN DESIGNATION				SOUTH KENTUCKY RECC - KY 54 BBB		
SECTION A. COST ESTIMATES (cont.)				BORROWER'S COST ESTIMATES	RUS USE ONLY	
e. Substation, Switching Station, Metering Point Changes						
<u>Station Designation</u>	<u>Description of Changes</u>			\$0		
_____	_____					
_____	_____					
_____	_____					
_____	_____					
_____	_____					
_____	_____					
_____	_____					
<i>Subtotal</i>				\$0		
600	f. Miscellaneous Distribution Equipment					
601	(1) Transformers and Meters					
	<u>Construction</u>	<u>Transformers</u>	<u>Meters</u>			
	Underground	_____	_____	\$0		
	Overhead	_____	_____			
<i>Subtotal code 601 . . . (included in total of all 600 codes below,</i>				\$0		
602	(2) Sets of Service Wires to increase Capacity					
603	(3) Sectionalizing Equipment					
604	(4) Regulators					
605	(5) Capacitors					
606	(6) Poles					
	(7)					
	(8)					
	(9)					
	(10)					
	(11)					
<i>Subtotal ALL 600 codes</i>				\$0		
700	g. Other Distribution Items					
	(1) Engineering Fees					
	(2) Security Lights					
	(3) Reimbursement of General Funds (see attached)					
	(4)					
<i>Subtotal</i>				\$0		
TOTAL DISTRIBUTION.....				\$0		
800	2. Transmission					
	a. New Line					
	<u>Line Designation</u>	<u>Voltage</u>	<u>Wire Size</u>	<u>Miles</u>		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
	_____	_____	_____	_____		
<i>Total Miles</i>						
<i>Subtotal</i>				\$0		

OFFICIAL

COST ESTIMATE AND LOAN BUDGET FOR ELECTRIC BORROWERS | BORROWER AND LOAN DESIGNATION: SOUTH KENTUCKY RECC - KY 54 BB8

SECTION A. COST ESTIMATES (cont.)			BORROWER'S COST ESTIMATES	RUS USE ONLY
900 b. New Substation, Switching Station, etc.				
<u>Station Designation</u>	<u>kVA</u>	<u>kV TO kV</u>		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
<i>Subtotal</i>				
1000 c. Line and Station Changes				
<u>Line/Station Designation</u>	<u>Description of Changes</u>			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
<i>Subtotal</i>				
1100 d. Other Transmission Items				
(1) R/W Procurement	_____			
(2) Engineering Fees	_____			
(3) Reimbursement of General Funds (see schedule)	_____			
(4) _____	_____			
<i>Subtotal</i>				
TOTAL TRANSMISSION			\$0	
1200 3. GENERATION (including Step-up Station at Plant)				
a Fuel	Nameplate Rating	kW		
b. _____	_____			
TOTAL GENERATION			\$0	
1300 4. HEADQUARTERS FACILITIES				
a. New or additional Facilities	Somerset Headquarters Facilities - 740g attached		\$20,731,735	\$20,732,000
_____	_____			
_____	_____			
TOTAL HEADQUARTERS FACILITIES			\$20,731,735	\$20,732,000



Witness: Stephen Johnson

COST ESTIMATE AND LOAN BUDGET FOR ELECTRIC BORROWERS || BORROWER AND LOAN DESIGNATION SOUTH KENTUCKY RECC - KY 54 BBB

SECTION A. COST ESTIMATES (cont.)		BORROWER'S COST ESTIMATES	RUS USE ONLY
5. ACQUISITIONS			
a.	Consumers _____ Miles _____		
b.	_____		
TOTAL ACQUISITIONS.....		\$0	
1500 6. ALL OTHER			
a.	_____		
b.	_____		
c.	_____		
d.	_____		
e.	_____		
TOTAL ALL OTHER.....		\$0	

SECTION B. SUMMARY OF AMOUNTS AND SOURCES OF FINANCING

1. GRAND TOTAL - ALL COSTS		\$20,731,735	\$20,732,000
2. FUNDS AND MATERIALS AVAILABLE FOR FACILITIES			
a. Loan Funds	\$0		
b. Materials and Special Equipment	0		
c. General Funds			
Purpose 1 _____			
Purpose 2 _____			
Purpose 3 _____			
Purpose 4 _____			
Total General Funds Applied	\$0.00		
d. Total Available Funds and Materials		\$0	-0-
3. NEW FINANCING REQUESTED FOR FACILITIES		\$20,731,735	\$20,732,000
4. FFB LOAN REQUESTED FOR FACILITIES.....	100%	\$20,732,000	\$20,732,000
5. TOTAL SUPPLEMENTAL LOAN REQUESTED	0%		
Name of Supplemental Lender _____			
6. CAPITAL TERM CERTIFICATE PURCHASES (CFC Loan only)			
7. SUPPLEMENTAL LOAN REQUESTED FOR FACILITIES.....			
8. 100% SUPPLEMENTAL LOANS (SEE RUS Bulletin 20-40, Att. C)*			

* Identify in section A by budget purpose and separate subtotals.

SECTION C. CERTIFICATION

We, the undersigned, certify that:

1. Upon completion of the electrical facilities contained herein and any others uncompleted at this time but for which financing is available, the system will be capable of adequately and dependably serving the projected load for the loan period as contained in our current RUS approved Power Requirement Study and Construction Work Plan.
2. Negotiations have been or will be initiated with our power supplier, where necessary, to obtain new delivery points and/or additional capacity at existing ones to adequately supply the projected load upon which this loan application is based.
3. The data contained herein and all supporting documents have, to the best of my knowledge, been prepared correctly and in accordance with RUS Bulletin 20-2.

11/12/2008

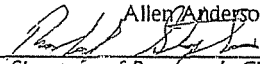
Date


Signature of Borrower's President & CEO

Allen Anderson

11/12/2008

Date


Signature of Borrower's Chairman

Richard Stephens

SOUTH KENTUCKY RECC

Corporate Name of Borrower

OFFICIAL

GFR Initials

MJN

Attachment to 740c
SOUTH KENTUCKY RECC - KY 54 BB8

STATEMENT

Statement certifying that at least 90% of the Loan funds are for facilities with a useful life of 33 years or longer as required by 7 CFR 1710.115.

To facilitate the determination of the final maturity for this RUS Loan,
SOUTH KENTUCKY RECC
does hereby certify that:



At least 90% of the Loan funds requested as part of this loan application and included on the RUS Form 740c (Cost Estimates and Loan Budget for Electric Borrowers) are for facilities with an anticipated useful life of 33 years or longer.



Less than 90% of the Loan funds requested as part of this loan application and included on the RUS Form 740c (Cost Estimates and Loan Budget for Electric Borrowers) are for facilities with an anticipated useful life of 33 years or longer. A schedule has been attached to this statement listing the facilities with an anticipated useful life of less than 33 years, the anticipated useful life of those facilities and the associated cost estimates (see attached).

11/12/2008

Date

Title:

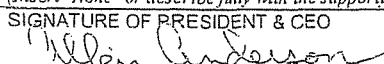
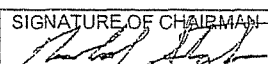
Allen Anderson

President & CEO

OFFICIAL

Certification

Witness: Stephen Johnson

U.S. DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE		Form Approved OMB No. 40-R2553	
APPLICATION FOR HEADQUARTERS FACILITIES		BORROWER DESIGNATION KY 54 BB8	
INSTRUCTIONS - Submit to RUS an original and four (4) copies and applicable supporting data. See reverse for detailed instructions. (..and latest CFR updates)		NAME OF BORROWER SOUTH KENTUCKY RECC	
1. PURPOSE OF PROJECT (Purchase, remodel or construct, main or branch facilities) Construct New Somerset Headquarters Facilities			
2. ESTIMATED COST OF PROJECT:		BORROWER'S ESTIMATED COST	RUS USE ONLY
a. PURCHASE PRICE OF PROPERTY (exclude value of land and show in Item p).....		\$	\$
b. OFFICE PORTION (Construction 46,050 Sq. Ft. @ _____ Per Sq. Ft.).....		13,967,336	
c. OFFICE PORTION (Remodeling).....			
d. SERVICE PORTION (Construction 47,609 Sq. Ft. @ _____ Per Sq. Ft.).....			
e. SERVICE PORTION (Remodeling).....			
f. PLUMBING and HVAC.....			
g. SITE DEVELOPMENT (Grading, roads, drainage structures, etc.).....		3,812,793	
h. FENCE _____ LINEAR FT. @ _____ PER FT. (Height _____ Ft.).....			
i. WATER SUPPLY (Well, well house pump, long connection to main, water treatment, etc.).....			
j. SEWAGE DISPOSAL (Disposal System, long connection to main, etc.).....			
k. RADIO SYSTEM.....			
l. _____.....			
m. CONTINGENCIES.....		866,264	
n. SUBTOTAL.....		\$18,846,395	\$18,646,395
o. ARCHITECTURAL SERVICES.....		883,240	883,505
p. LAND.....		1,194,351	1,194,351
q. LEGAL EXPENSES.....		7,749	7,749
r. TOTAL.....		\$20,731,735	\$20,732,000
3. INVESTMENT GUIDELINES (See Paragraph III, RUS Bulletin 86-3, Headquarters Facilities for Electric Borrowers - If Applicable):			
*a. TOTAL DISTRIBUTION PLANT (RUS Form 7a, Part A, Item 12).....		\$149,015,442	
b. TOTAL ESTIMATED HEADQUARTERS COST LESS LAND (Item 2r minus 2p above).....		19,537,384	
c. CURRENT INVESTMENT IN HEADQUARTERS FACILITIES TO BE RETAINED (RUS Account 390, Structures and Improvements).....		10,063,952	
d. TOTAL ESTIMATED INVESTMENT IN HEADQUARTERS FACILITIES (Item 3b plus 3c).....		29,601,336	
*e. SEVEN PERCENT OF ITEM 3a.....		10,431,081	
*f. ITEM 3d MINUS 3e (Explain need for funds in excess of zero under "Remarks" below).....		\$19,170,255	
*Does not apply to power supply type borrowers			
4a. NO. OF EMPLOYEES REQUIRING DESK SPACE 110	4b. NO. OF VEHICLES TO BE GARAGED 50	6. METHOD OF FINANCING a. RUS LOAN..... b. GENERAL FUNDS... c. OTHER (Specify)	\$21,731,735
5a. DID ARCHITECT ASSIST IN PREP. OF COST ESTIMATE? X YES <input type="checkbox"/> NO		d. TOTAL	\$21,731,735
5b. NAME OF ARCHITECT TAYLOR WHITNEY ARCHITECT			
REMARKS The office portion and the service portion costs are not separated.			
These data approved in accordance with a resolution adopted by the Board of Directors on November 12, 2008. The facilities described on this application will be designed and constructed to comply with the minimum standards contained in the American National Standards No. A117.1-1961, to insure that the facilities will be made accessible to and usable by the physically handicapped as required by Public Law 90-480 (42 U.S.C. 4151). The following portions of the project need not be made accessible to, or usable by the public or the physically handicapped because of their intended use: (Insert "None" or describe fully with the supporting data).			
SIGNATURE OF PRESIDENT & CEO 	DATE 11-12-2008	SIGNATURE OF CHAIRMAN 	DATE 11-12-2008

OFFICIAL

HQ Project Certification
To Be Signed By Borrower
(Submit with Form 740g and HQ Site Description)
Keep a copy in project file & copy for loan application

Background:

35317 Federal Register/ Vol. 63, No. 124/ Monday, June, 1998/
Rules and Regulations, Rural Utilities Service
Headquarters Projects Section 1724.51(e)(1)(i)(ii)(iii)

§ 1724.51 Design requirements.

The provisions of this section apply to all borrower electric system facilities regardless of the source of financing

- (a) *Distribution*
- (b) *Transmission lines*
- (c) *Substations*
- (d) *Generating facilities*
- (e) *Headquarters. (1) Applicable laws*

The design and construction of headquarters facilities shall comply with all applicable Federal, State, and local laws and regulations, including, but not limited to:

(i) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794), which states that no qualified individual with a handicap shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance. The Uniform Federal Accessibility Standards (41 CFR part 101-19, subpart 101-19.6, appendix A) are the applicable standards for all new or altered borrower buildings, regardless of the source of financing

(ii) The Architectural Barriers Act of 1968 (42 U.S.C. 4151), which requires that buildings financed with Federal funds are designed and constructed to be accessible to the physically handicapped.

(iii) The Earthquake Hazards Reduction Act of 1977 (42 U.S.C. 7701 *et seq.*), and Executive Order 12699, Seismic Safety of Federal and Federally Assisted or Regulated New Building Construction (3 CFR 1990 Comp., p. 269). Appropriate seismic safety provisions are required for new buildings for which RUS provides financial assistance. (See part 1792, subpart C, of this chapter.)

(2) The borrower shall provide evidence, satisfactory in form and substance to the Administrator, that each building will be designed and built in compliance with all Federal, State, and local requirements.

Headquarters Project Certification:

In compliance with 7 CFR Part 1724.51(e), the undersigned certifies, to the best of his or her knowledge and belief, that the proposed building will be designed and built in compliance with all Federal, State, and local laws and regulations, including, but not limited to 7 CFR Part 1724.51(e)(1)(i)(ii) and (iii):

South Kentucky RECC
Organization Name

CEO
Title of Authorized Official

Allen Anderson
Signature

Date: 11/12/08

OFFICIAL

HQ Design Standards Certification
to be Signed by Architect or Project Engineer
Prior to Issuing Plans & Spec's for Bids

Background:

63195-96 Federal Register/ Vol. 65, No. 205/ Monday, October 23, 2000/
Rules and Regulations, Rural Utilities Service

RUS Approval of Plans and Specifications for Buildings, 1724.54(f)

§ 1724.54 Requirements for RUS approval of plans and specifications.
(Only if RUS finances the facility.)

(f) Headquarters buildings. (1) This paragraph (f) covers office buildings, warehouses, and equipment service buildings. Generating plant buildings are covered under paragraph (e) of this section.

(2) Unless RUS approval is required by paragraph (a) of this section, plans and specifications for headquarters buildings do not require RUS approval. The borrower shall submit two copies of RUS Form 740g, Application for Headquarters Facilities. This form is available from Program Development and Regulatory Analysis, Rural Utilities Service, United States Department of Agriculture, Stop 1522, Independence Ave., SW., Washington, DC 20250-1522. The application must show floor area and estimated cost breakdown between office building space and space for equipment warehousing and service facilities, and include a one line drawing (floor plan and elevation view), to scale, of the proposed building with overall dimensions shown. The information concerning the planned building may be included in the borrower's construction work plan in lieu of submitting it with the application. (See 7 CFR Part 1710, subpart F.)
Prior to issuing the plans and specifications for bid, the borrower shall

also submit to RUS a statement, signed by an architect or engineer, that the building design meets the Uniform Federal Accessibility Standards (See Section 1724.51(e)(1)(i)).

76915-16 Federal Register/ Vol. 65, No. 237/ Friday, December 8, 2000/
Rules and Regulations, Rural Utilities Service

RUS Compliance with Seismic Safety: 1792.103 and 1792.104

Subpart C - Seismic Safety

§ 1792.101 General

(b) This subpart identifies acceptable seismic standards which must be employed in new building construction funded by loans, grants, or guarantees made by the Rural Utilities Service (RUS) or the Rural Telephone Bank (RTB)...

§ 1792.103 Seismic design and construction standards for new buildings.

(b) Each of the following model codes or standards has been found to provide a level of seismic safety substantially equivalent to that provided by the use of the 1994 NEHRP Recommended Provisions and appropriate for federally

assisted new building construction:

(1) 1997 International Conference of Building Officials (ICBO) Uniform Building Code. Copies are available from ICBO, Austin Regional Office, 9300 Jollyville Road, Suite 101, Austin, Texas 78759-7455.

(2) 1995 American Society of Civil Engineers (ASCE) 7, Minimum Design Loads for Buildings and Other Structures. Copies are available from ASCE, 345 East 47th Street, New York, New York 10017-2398.

(c) The NEHRP Recommended Provisions for the Development of Seismic Regulations for New Buildings is available from the Office of Earthquakes and Natural Hazards, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472.

§ 1792.104 Seismic Acknowledgements.

For each applicable building, borrowers and grant recipients must provide RUS a written acknowledgement from a registered architect or engineer responsible for the design stating that seismic provisions pursuant to § 1792.103(b) will be used in the design of the building. This acknowledgement will include the identification and date of the model code or standard that is used for the seismic design of the building project and the seismic factor for the building location.

Headquarters Design Standards Certification and Acknowledgement:

In compliance with 7 CFR Part 1724.54(f)(2), the undersigned certifies, that the proposed building design meets the Uniform Federal Accessibility Standards required by Section 1724.51(e)(1)(i) and further states that the seismic provisions pursuant to Section 1792.103(b) will be used in the design of the building.

This acknowledgement also includes the identification and date of the model code or standard that is used for the seismic design of the building project and the seismic factor for the building location as noted below:

SKRECC - NEW CORPORATE OFFICES # WAREHOUSE
RUS Borrower's Name and Project

MARGARET JACOBS KYRA 3474 2006 IBC/ASCE 7
Name of Authorized Architect or Engineer Model Code or Seismic Standard
Margaret Jacobs Signature
Seismic Factor of Building Location

Date: 10.14.08

OFFICIAL

RESPONSE TO COMMISSION STAFF'S
SECOND SUPPLEMENTAL DATA REQUEST

- Q. 8. Refer to South Kentucky's response to Staff's Supplemental Data Request, Item 3(c).
- a. Fully explain why a single-story structure would have longer pipe and conduit runs resulting in higher mechanical, plumbing, and electrical costs.
 - b. Expressed as a percentage, what effect would a one-story structure have on mechanical, plumbing, and electrical costs compared to a two-story structure?
- R. 8(a) Single – story structures have longer pipe and conduit runs and result in higher mechanical plumbing and electrical costs. Many building programs and all building codes require restrooms for different program areas to accommodate employees throughout the structure. In a two story structure restrooms typically are stacked on top of each other to accommodate all employees or customers in multiple program areas and therefore can provide shorter sanitary runs than a one story structures with restrooms on each side of the structure. Toilets on two separate floors above each other can be reached by the same sanitary line and then vented through the roof. Restrooms on the same floor could not be vented with the same pipe. The electrical and HVAC scopes are similar to the plumbing as indicated above. With a two story structure the conditioned spaces of a structure are closer to the mechanical room and therefore require shorter runs.
- R. 8(b) Expressed as a percentage the mechanical, plumbing and electrical cost of a two story structure and one story structure were not verified in the bidding process. However, RSMeans data indicates that the mechanical and electrical in a two story structure is approximately 21% less than the mechanical and electrical in a one story structure. Please refer to Item No. 8 Attachment F pages 2 thru 3 of 3.

Model costs calculated for a 1 story building with 12' story height and 7,000 square feet of floor area

Attachment F

Office 1 Story

			Unit	Unit Cost	Cost Per S.F.	% Of Sub-Total
A. SUBSTRUCTURE						
1010	Standard Foundations	Poured concrete; strip and spread footings	S.F. Ground	2.54	2.54	
1020	Special Foundations	N/A	--	--	--	
1030	Slab on Grade	4" reinforced concrete with vapor barrier and granular base	S.F. Slab	4.77	4.77	9.3%
2010	Basement Excavation	Site preparation for slab and trench for foundation wall and footing	S.F. Ground	.31	.31	
2020	Basement Walls	4' foundation wall	L.F. Wall	143	4.08	
B. SHELL						
B10 Superstructure						
1010	Floor Construction	N/A	--	--	--	
1020	Roof Construction	Steel joists, girders & deck on columns	S.F. Roof	8.09	8.09	6.5%
B20 Exterior Enclosure						
2010	Exterior Walls	E.F.S. on metal studs	S.F. Wall	16.61	8.20	
2020	Exterior Windows	Aluminum outward projecting 20% of wall	Each	703	3.77	11.7%
2030	Exterior Doors	Aluminum and glass, hollow metal	Each	3196	2.73	
B30 Roofing						
3010	Roof Coverings	Single ply membrane, loose laid and ballasted	S.F. Roof	0.62	0.62	7.0%
3020	Roof Openings	Roof hatch	S.F. Roof	.16	.16	
C. INTERIORS						
1010	Partitions	Gypsum board on metal studs 20 S.F. Floor/L.F. Partition	S.F. Partition	8.04	4.02	
1020	Interior Doors	Single leaf hollow metal 200 S.F. Floor/Door	Each	1001	5.01	
1030	Partitions	Toilet partitions	S.F. Floor	.50	.50	
2010	Stair Construction	N/A	--	--	--	20.1%
3010	Wall Finishes	60% vinyl wall covering, 40% paint	S.F. Surface	1.39	1.39	
3020	Floor Finishes	60% carpet, 30% vinyl composition tile, 10% ceramic tile	S.F. Floor	7.75	7.75	
3030	Ceiling Finishes	Mineral fiber tile on concealed tee bars	S.F. Ceiling	6.51	6.51	
D. SERVICES						
D10 Conveying						
1010	Elevators & Lifts	N/A	--	--	--	
1020	Escalators & Moving Walks	N/A	--	--	--	0.0%
D20 Plumbing						
2010	Plumbing Fixtures	Toilet and service fixtures, supply and drainage 1 Fixture/1320 S.F. Floor	Each	7009	5.31	
2020	Domestic Water Distribution	Gas fired water heater	S.F. Floor	1.16	1.16	5.7%
2040	Rain Water Drainage	Roof drains	S.F. Roof	.72	.72	
D30 HVAC						
3010	Energy Supply	N/A	--	--	--	
3020	Heat Generating Systems	Included in D3050	--	--	--	
3030	Cooling Generating Systems	N/A	--	--	--	15.5%
3050	Terminal & Package Units	Multizone unit gas heating, electric cooling	S.F. Floor	19.40	19.40	
3090	Other HVAC Sys. & Equipment	N/A	--	--	--	
D40 Fire Protection						
4010	Sprinklers	Sprinkler system, light hazard	S.F. Floor	3.16	3.16	3.5%
4020	Standpipes	Standpipes and hose systems	S.F. Floor	1.24	1.24	
D50 Electrical						
5010	Electrical Service/Distribution	400 ampere service, panel board and feeders	S.F. Floor	5.84	5.84	
5020	Lighting & Branch Wiring	High efficiency fluorescent fixtures, receptacles, switches, A.C. and misc. power	S.F. Floor	11.97	11.97	
5030	Communications & Security	Addressable alarm systems, Internet and phone wiring, and emergency lighting	S.F. Floor	7.60	7.60	20.6%
5090	Other Electrical Systems	Emergency generator, 7.5 kW	S.F. Floor	.21	.21	
E. EQUIPMENT & FURNISHINGS						
1010	Commercial Equipment	N/A	--	--	--	
1020	Institutional Equipment	N/A	--	--	--	
1030	Vehicle Equipment	N/A	--	--	--	0.0%
1090	Other Equipment	N/A	--	--	--	
F. SPECIAL CONSTRUCTION						
1020	Integrated Construction	N/A	--	--	--	
1040	Special Facilities	N/A	--	--	--	0.0%
G. BUILDING SITEWORK N/A						
Sub-Total					125.26	100%
CONTRACTOR FEES (General Requirements: 10%, Overhead: 5%, Profit: 10%)				25%	31.33	
ARCHITECT FEES				7%	10.96	
Total Building Cost					167.55	

\$56.81

Model costs calculated for a 3 story building with 12' story height and 20,000 square feet of floor area

Attachment F Office, 2-4 Story

			Unit	Unit Cost	Cost Per S.F.	% Of Sub-Total
A. SUBSTRUCTURE						
1010	Standard Foundations	Poured concrete; strip and spread footings	S.F. Ground	6.84	2.28	
1020	Special Foundations	N/A				
1030	Slab on Grade	4" reinforced concrete with vapor barrier and granular base	S.F. Slab	4.77	1.59	4.3%
2010	Basement Excavation	Site preparation for slab and trench for foundation wall and footing	S.F. Ground	.18	.06	
2020	Basement Walls	4' foundation wall	L.F. Wall	71	1.60	
B. SHELL						
B10 Superstructure						
1010	Floor Construction	Open web steel joists, slab form, concrete, columns	S.F. Floor	15.72	10.48	
1020	Roof Construction	Metal deck, open web steel joists, columns	S.F. Roof	5.67	1.89	9.6%
B20 Exterior Enclosure						
2010	Exterior Walls	Face brick with concrete block backup	S.F. Wall	30.30	15.71	
2020	Exterior Windows	Aluminum outward projecting	Each	703	3.97	16.0%
2030	Exterior Doors	Aluminum and glass, hollow metal	Each	3196	.96	
B30 Roofing						
3010	Roof Coverings	Bulkup tar and gravel with flashing; perlite/EPS composite	S.F. Roof	6.66	2.22	
3020	Roof Openings	N/A				1.7%
C. INTERIORS						
1010	Partitions	Gypsum board on metal studs	S.F. Partition	9.30	3.72	
1020	Interior Doors	Single leaf hollow metal	Each	1001	5.01	
1030	Finishes	Toilet partitions	S.F. Floor	1.05	1.05	
2010	Slab Construction	Concrete filled metal pan	Height	12,275	4.30	22.9%
3010	Wall Finishes	60% vinyl wall covering, 40% paint	S.F. Surface	1.38	1.10	
3020	Floor Finishes	60% carpet, 30% vinyl composition tile, 10% ceramic tile	S.F. Floor	7.75	7.75	
3030	Ceiling Finishes	Mineral fiber tile on concealed zee bars	S.F. Ceiling	6.51	6.51	
D. SERVICES						
D10 Conveying						
1010	Elevators & Lifts	Two hydraulic passenger elevators	Each	116,400	11.64	9.0%
1020	Escalators & Moving Walks	N/A				
D20 Plumbing						
2010	Plumbing Fixtures	Toilet and service fixtures, supply and drainage	Each	4171	3.16	
2020	Domestic Water Distribution	Gas fired water heater	S.F. Floor	.41	.41	3.2%
2040	Rain Water Drainage	Roof drains	S.F. Roof	1.68	.56	
D30 HVAC						
3010	Energy Supply	N/A				
3020	Heat Generating Systems	Included in D3050				
3030	Cooling Generating Systems	N/A				
3050	Terminal & Package Units	Multizone unit gas heating, electric cooling	S.F. Floor	15.70	15.70	12.2%
3090	Other HVAC Sys. & Equipment	N/A				
D40 Fire Protection						
4010	Sprinklers	Wet pipe sprinkler system	S.F. Floor	3.33	3.33	
4020	Standpipes	Standpipes and hose systems	S.F. Floor	.81	.81	3.2%
D50 Electrical						
5010	Electrical Service/Distribution	1000 ampere service, panel board and feeders	S.F. Floor	4.49	4.49	
5020	Lighting & Branch Wiring	High efficiency fluorescent fixtures, receptacles, switches, A.C. and misc. power	S.F. Floor	11.48	11.48	17.8%
5030	Communications & Security	Addressable alarm systems, Internet and phone wiring, and emergency lighting	S.F. Floor	6.67	6.67	
5090	Other Electrical Systems	Emergency generator, 7.5 kW, uninterruptible power supply	S.F. Floor	.23	.23	
E. EQUIPMENT & FURNISHINGS						
1010	Commercial Equipment	N/A				
1020	Institutional Equipment	N/A				
1030	Vehicle Equipment	N/A				0.0%
1090	Other Equipment	N/A				
F. SPECIAL CONSTRUCTION						
1020	Integrated Construction	N/A				
1040	Special Facilities	N/A				0.0%
G. BUILDING SITEWORK						
N/A						
Sub-Total					128.68	100%
CONTRACTOR FEES (General Requirements: 10%, Overhead: 5%, Profit: 10%)				25%	32.16	
ARCHITECT FEES				7%	11.26	
Total Building Cost					172.10	

\$46.84