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Frankfort, Ky.

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SPACE NEEDS OF STATE GOVERNMENT
IN FRANKLIN COUNTY

CAPITAL CONSTRUCTION AND EQUIPMENT
PURCHASE OVERSIGHT COMMITTEE

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FOREWORD

1986 Senate Concurrent Resolution 30 directed the Capital Construction and Equipment Purchase Oversight Committee to conduct a study of the space needs of the executive, judicial, and legislative branches of state government in Frankfort. Over the course of eleven months, all state agencies in the Frankfort/Franklin County area completed a questionnaire on their current space needs and their projected space needs for 1991. Also, every state agency was visited by the staff assigned to the Capital Construction and Equipment Purchase Oversight Committee. This report summarizes its findings, including eleven recommendations for action adopted by the Committee.

This report was prepared through the combined effort of the members of the Capital Construction and Equipment Purchase Oversight Committee and its staff - Joyce Morse, Mike Greenwell, Allan Alsip, J.E. Owens, and Esther Robison. The assistance of the employees in the three branches of government who provided data toward the preparation of this report is gratefully acknowledged.

Vic Hellard, Jr.
Director

The Capitol
Frankfort, Kentucky
October, 1987

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SUMMARY

Purpose of the Study

The 1986 General Assembly enacted Senate Concurrent Resolution 30, directing the Capital Construction and Equipment Purchase Oversight Committee to do a study of the space needs of the executive, judicial and legislative branches in the Frankfort/Franklin County area.

SCR 30 indicated a need for the study, due to the following:

- the last space study done on the needs of the state was done in 1977; and
- some of the state agencies are spread over two or more buildings in Frankfort; and
- the Commonwealth is now leasing in excess of 600,000 square feet of space in Frankfort.

The purpose of the study was to determine the space needs of the state agencies at the present time and to project the space needs for 1991. Given these goals, the study was conducted as a data gathering project, and not as a space management study.

Every state agency in the Frankfort/Franklin County area was asked for input through a detailed questionnaire and a follow-up field visit by the staff of the Capital Construction and Equipment Purchase Oversight Committee.

The three branches of government appeared before the Committee to discuss their current and future space needs. Also, they were asked for input on how to provide for current and future space needs.

The data gathered in the study showed that the state, as of June 30, 1987, is leasing approximately 1,000,000 square feet of space, and will need an additional 960,806 square feet by 1991.

As a result of the findings of this study, the Committee adopted the following recommendations.

Findings and Recommendations

I. Total Leased Space

Findings: As of June 30, 1987, in Franklin County the state leases over one million square feet of space for various uses, at a total annual cost of \$4,500,000. Many of the leased structures were not built for the purpose for which they are being used, but nothing else is available. There is no long-term planning for state government space requirements in Franklin County.

Recommendation: The Kentucky General Assembly should enact legislation which requires each branch of government to develop, maintain and implement a long-range (five year) Capital Improvements Program, which shall include: any major non-recurring expenditures or any expenditures for physical facilities for the use of state government, such as the costs of acquisition of land; and/or, the construction of buildings or other structures, including additions or major alterations and fixed equipment.

Each branch of government should include the following distinct steps in developing its Capital Improvement Program:

- a. An inventory of potential projects, including cost estimates and an initial evaluation of their relative priority.
- b. An analysis of the project requests, involving discussion with the agency.
- c. Investigation of the financing capabilities and sources, and the relation of these to other project categories.
- d. A schedule for project execution in a long-range program list, which considers project relationships to each other and to financial requirements.
- e. Subsequent arranging of the projects in order of priority.
- f. A Capital Improvements budget request, including a prioritized long-range program list, to be submitted to the LRC in accordance with

KRS 48.050; the branch Capital Improvements budget recommendations shall be submitted in accordance with KRS 48.110.

Each branch of government should update its capital improvements program biannually and report any program revisions, including new leases and lease renewals, to the Capital Construction and Equipment Purchase Oversight Committee on a quarterly basis.

2. Space Utilization

Findings: There is no centralized comprehensive inventory of the uses of state-owned or leased space, nor does a formal policy exist which stipulates a minimum or maximum allowable square footage per person in office or other spaces owned or leased.

Recommendation: The Kentucky General Assembly should enact legislation requiring each branch of government to develop and maintain a standardized inventory of the specific uses of state-owned and leased property. This type of information would permit a quick analysis of how efficiently property is being utilized.

3. New Leases

Findings: Expansion of an agency's work force frequently means further physical fragmentation of an agency's functions. Even though physical fragmentation does not lend itself to prudent management practices or accessibility, it is unavoidable when no other space is available.

Recommendation: The Kentucky General Assembly should direct the Department of Facilities Management, in cooperation with the judicial and legislative branches, to establish minimum and maximum square footage per person standards for office space occupancy. Each branch of government should be required to coordinate its new leases with the Department of Facilities Management for the purpose of promoting prudent management practices, thus minimizing further physical fragmentation of an agency's functions.

4. Lease vs. Own

Findings: The inventory of state-owned facilities has not kept pace with the growth of state government.

Recommendation: The Kentucky General Assembly should establish a Capital Improvement and Replacement Fund to provide for the amortization of building and renovation costs. Funding will be generated by assessing a standard square foot rate of all agencies occupying state-owned or leased space.

5. Space Allocation

Findings: Frequently allocation of space is made in leased and state-owned property without thorough consideration of current agency needs and priorities.

Recommendation: The Kentucky General Assembly should enact legislation requiring agencies to coordinate space requests for the purpose of eliminating duplication and utilizing space the Commonwealth already owns.

6. Self-Perpetuating Leases

Findings: Frequently an agency must remodel a leased structure to accommodate its needs. Following extensive and expensive alterations, an agency cannot afford to move to more suitable space if it should become available.

Recommendation: The Kentucky General Assembly should enact legislation to require all future new and renewed leases to contain a lease-purchase option with a predetermined price.

7. Leasing

Findings: No branch of government has a policy for the conversion of a lease to a lease with an option to purchase, an outright purchase or a built-to-suit lease. All other states surveyed indicate that ownership of office space offers long-term economic advantages not realized by our present policy.

Recommendation: Statutes should be amended to establish more flexible leasing policies, with specific emphasis on built-to-suit leases, leases with an option to purchase, and the purchase of leased property.

8. Storage Facilities - Records

Findings: The Department of Libraries and Archives is charged by statute to execute a retention and disposal schedule for all state records. Many agencies have leased facilities to store public records because the Department of Libraries and Archives' storage space is filled.

Recommendation: The 1988 Kentucky General Assembly should authorize the construction of a central storage facility to be operated by the Department of Libraries and Archives.

9. Storage Facilities - Supplies

Findings: The Commonwealth currently uses 628,000 square feet of owned and leased space for the storage of supplies. The projected need for supply storage in 1991 totals 695,000 square feet. A survey of existing storage facilities revealed that most agencies are maintaining separate storage facilities. Many contain duplications of central stores items, many are underutilized, and some are totally inadequate.

Recommendation: The Kentucky General Assembly should authorize the construction of a central supply warehouse facility.

10. Office Facility

Findings: The Commonwealth presently leases in excess of one million square feet of space in Franklin County. Projections for additional office space alone exceed 580,000 square feet by 1991. The state's construction of new office facilities has not kept pace with state government growth. The private sector is not providing suitable space to accommodate the growth. The evidence is stronger than ever that changes in planning procedures for future growth must be made.

Recommendation: The 1988 Kentucky General Assembly should authorize the immediate development of plans for new office facilities.

11. Laboratory Facilities

Findings: Several state laboratories located in leased and owned property are inadequate and obsolete. All agencies with laboratories agreed that several labs could be housed in one complex, thus providing economy through the elimination of duplication, shared security, and other shared benefits, such as adequate public access.

Recommendation: The 1988 Kentucky General Assembly should authorize the construction of a central laboratory complex.

CHAPTER I

MAJOR ISSUES RAISED BY THE STUDY

Additional Space Needs by 1991

Kentucky state government currently occupies in Franklin County approximately 4,300,000 square feet of space. Of that total, approximately 3,400,000 square feet is state-owned space; as of July, 1987, more than 1,000,000 square feet is being leased.

The staff surveyed all state agencies within Franklin County concerning their current space and their projected space needs. The agencies were asked to identify future needs for 1991, broken down by usage categories and including projected employee counts.

Agencies' projections total 960,806 square feet of additional space, for a new grand total for state government in Franklin County of 5,262,708 square feet in 1991.

There are currently 11,843 state employees working in Franklin County, according to the agencies surveyed. Agencies have projected a need for an additional 1,422 employees by 1991, for a new grand total of 13,265 state employees in Franklin County.

The following (Table 1) is a breakdown summary of present space occupied by state agencies in the Frankfort/Franklin County area, including agencies' 1991 projected totals by space use category. This information is further illustrated in bar chart form in the succeeding Figure A. Note that the agencies in Figure A are divided up into square footage ranges of 60,000 square feet or less, 60,000 to 100,000 square feet, 100,000 to 500,000 square feet, and more than 500,000 square feet.

TABLE 1

**Space Currently Occupied by State Government and
Agencies' Projected Needs for 1991**

<u>Space Utilization</u>	<u>Current Space in Square Feet</u>			<u>Agencies' 1991 Proj.</u>
	<u>Owned</u>	<u>Leased</u>	<u>Total</u>	
Office Space	1,276,346	384,820	1,661,166	2,093,597
Conference Rooms	81,774	31,774	113,548	134,697
Storage Supplies	454,278	173,877	628,155	695,921
Storage Files	65,223	58,098	123,321	158,391
Maintenance Shop	302,352	27,420	329,772	368,559
Printing Area	27,650	32,097	59,747	63,998
Mail Room	18,157	6,134	24,291	26,797
Computer Room	44,003	12,064	56,067	67,460
Laboratories	52,536	14,959	67,495	129,251
Mechanical Area	147,366	2,155	149,521	149,554
Cafeteria	36,421	0	36,421	37,553
Libraries	102,605	23,248	125,853	160,122
Auditorium	26,266	0	26,266	36,931
Commercial	31,151	25,357	56,508	58,431
Miscellaneous	25,983	369	26,352	93,572
Dormitories	45,186	0	45,186	46,971
SUBTOTAL (sq. ft.)	2,737,297	792,372	3,529,669	4,321,805
Unproductive Space	659,293	112,940	772,233	940,903
GRAND TOTAL (sq. ft.)	3,396,590	905,312 *	4,301,902	5,262,708

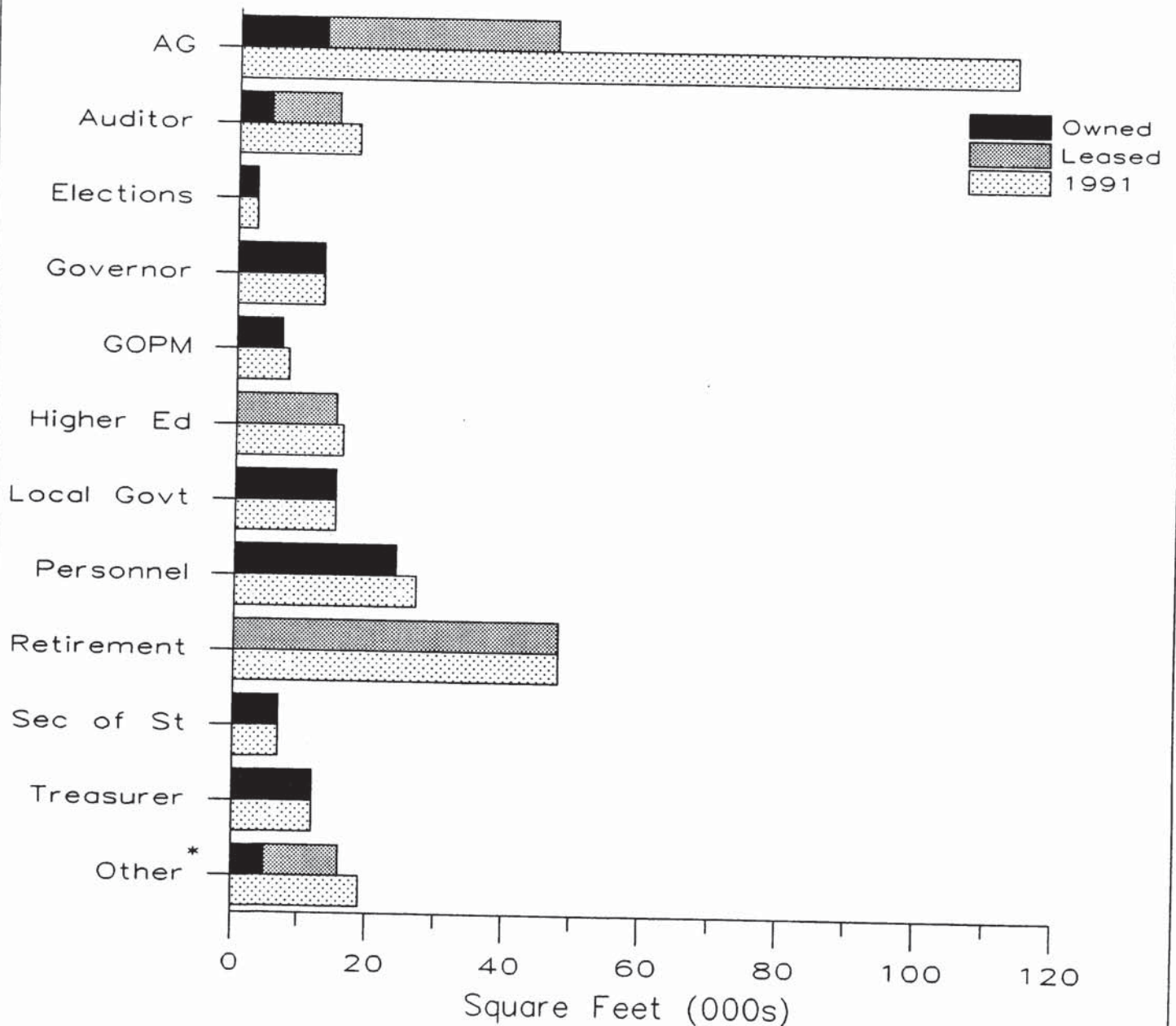
* Since these figures were tabulated in January, 1987, additional leases have been entered into, totalling 71,865 square feet. Including this additional space, the Commonwealth currently leases 977,177 square feet of space, with the new grand total of current space being 4,373,767 square feet.

NOTE: Table does not include Capital Plaza Authority, Kentucky State University, the Governor's Mansion, or the Lieutenant Governor's Mansion.

FIGURE A

SPACE OCCUPIED BY KY STATE GOVT FY 1986
with Projected Space Needs for 1991 – Franklin Co

Cabinet/Agencies Using 60,000 Sq. Ft. or Less



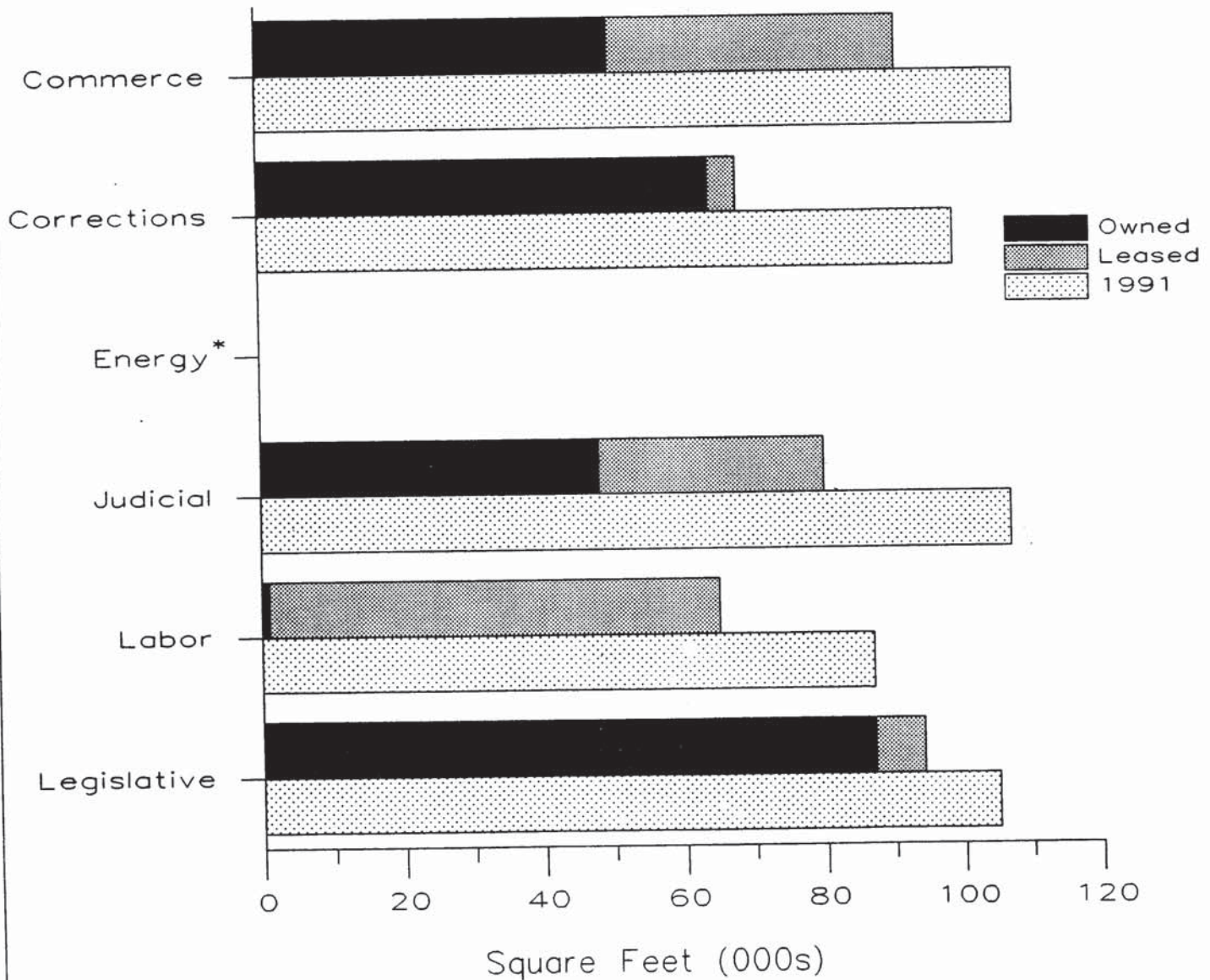
* Includes Boards and Commissions

SOURCE: Kentucky State Agencies

FIGURE A
(CONT'D)

SPACE OCCUPIED BY KY STATE GOVT FY 1986
with Projected Space Needs for 1991 – Franklin Co

Cabinets/Agencies Using 60,000 to 100,000 Sq. Ft.



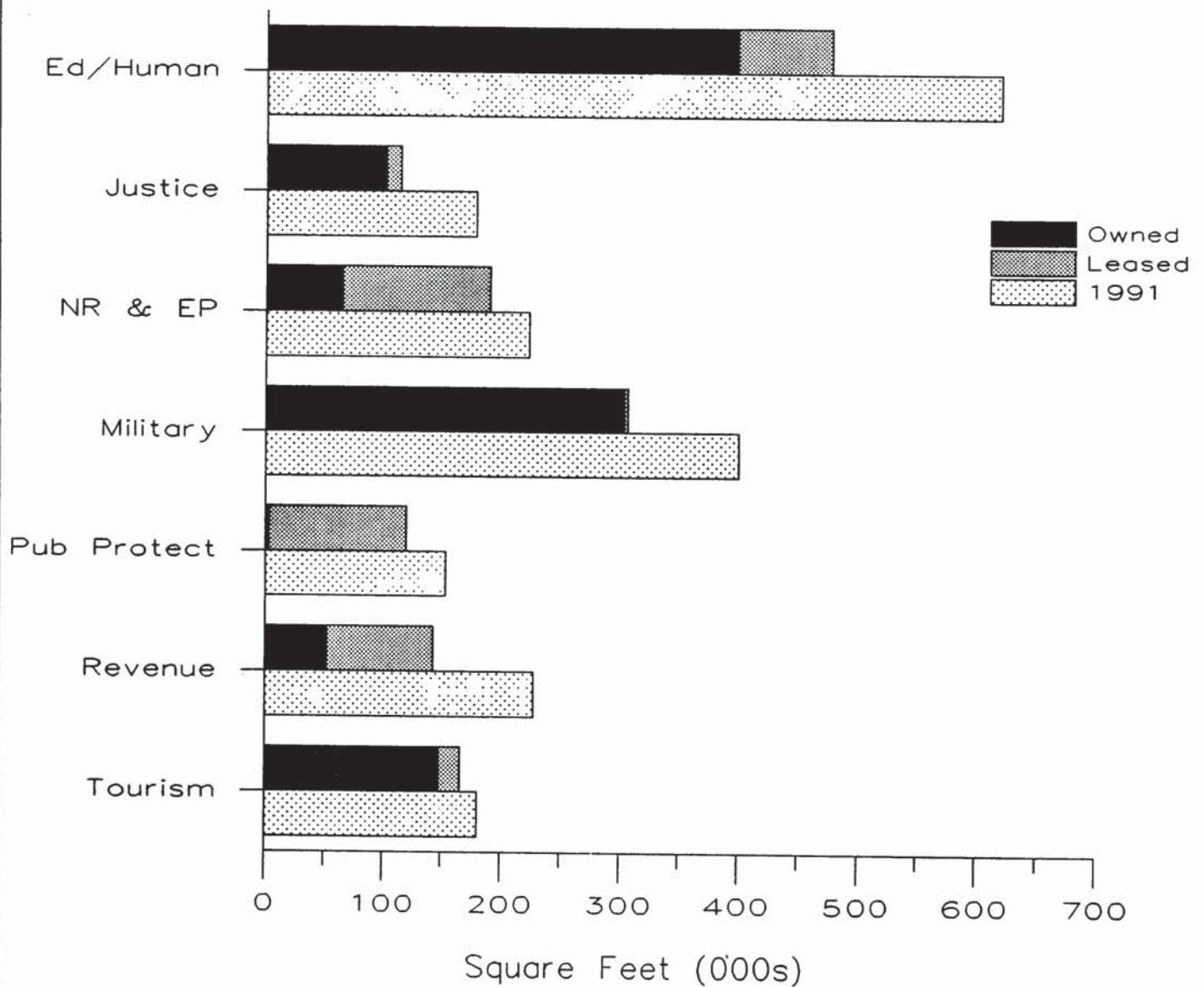
* Energy Cabinet is located in Lexington

SOURCE: Kentucky State Agencies

FIGURE A
(CONT'D)

SPACE OCCUPIED BY KY STATE GOVT FY 1986
with Projected Space Needs for 1991 – Franklin Co

Cabinets/Agencies Using 100,000 to 500,000 Sq. Ft.

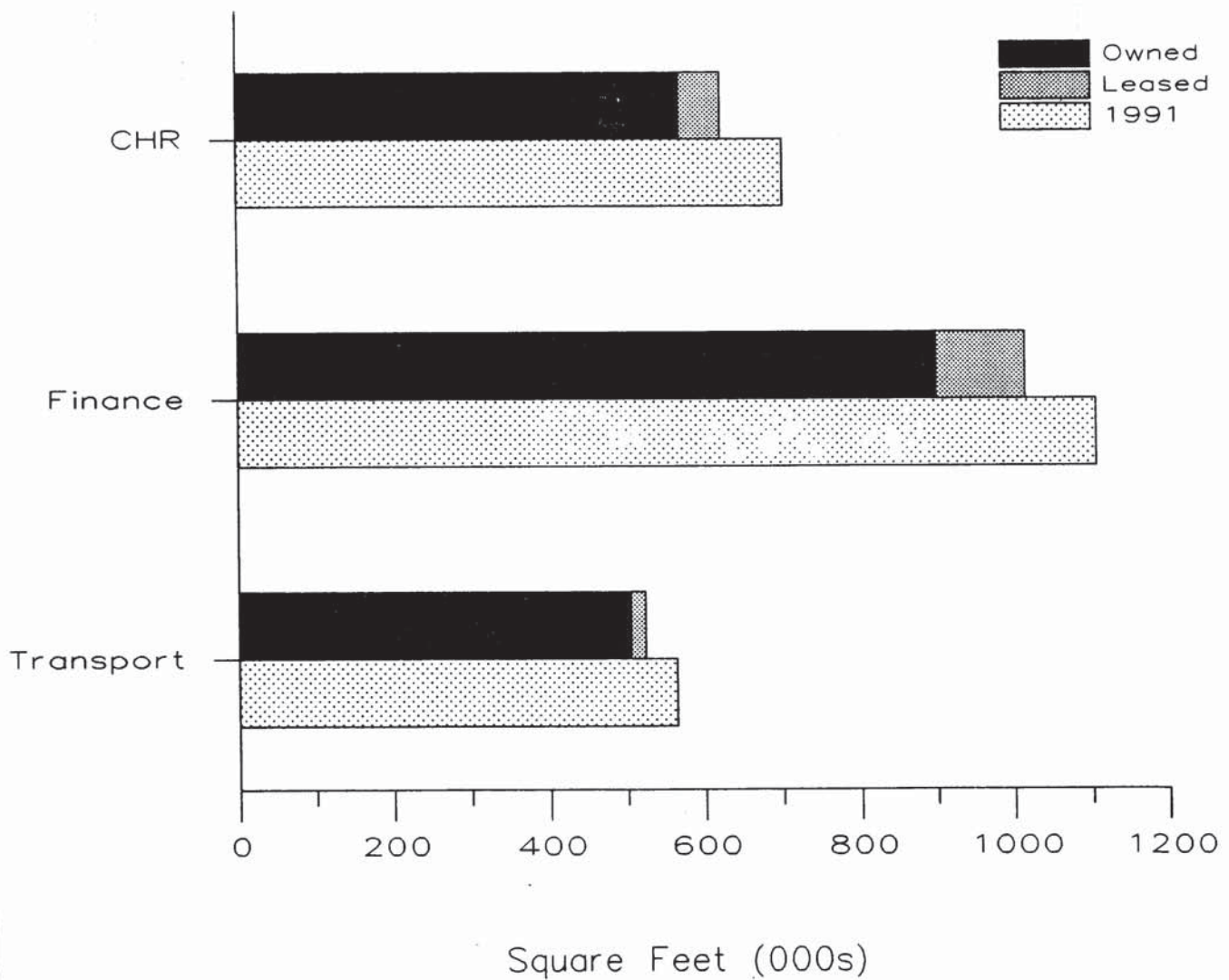


SOURCE: Kentucky State Agencies

FIGURE A
(CONT'D)

SPACE OCCUPIED BY KY STATE GOVT FY 1986
with Projected Space Needs for 1991 - Franklin Co

Cabinets/Agencies Using More than 500,000 Sq. Ft.



SOURCE: Kentucky State Agencies

Leasing Practices

State's Current Leased Buildings

Kentucky has not chosen to build any substantial structure to house state government since the Cabinet for Human Resources building (containing 450,000 square feet, housing 1,900 employees) was constructed in 1977. The last major office building constructed prior to the Human Resources building was the Capital Plaza Tower complex (containing 447,000 square feet), completed in 1970. The Department of Libraries and Archives building (containing 140,000 square feet, housing 148 employees), which was built in 1981, was constructed primarily for the preservation of permanent records.

Kentucky must, however, provide space for growing state government agencies if they are to continue the provision of services to the public. The state has chosen to meet space needs by increasing the number of leases with the private sector, as an alternative to construction. As of June, 1987, the state is leasing approximately one million square feet, at a cost of approximately \$4,500,000 annually, plus utilities.

Figure B, on the following page, provides a history of state government leasing in Franklin County since 1980.

Long-Term Leases

There are many economic and programmatic effects of the state's decision to lease its space needs rather than purchase or construct. The effect having the greatest economic impact on state revenues is that expenditures to purchase or build space results in ownership of a building over time, while expenditures for leases result in no equity. Rental payments would continue indefinitely while periodically increasing in amount.

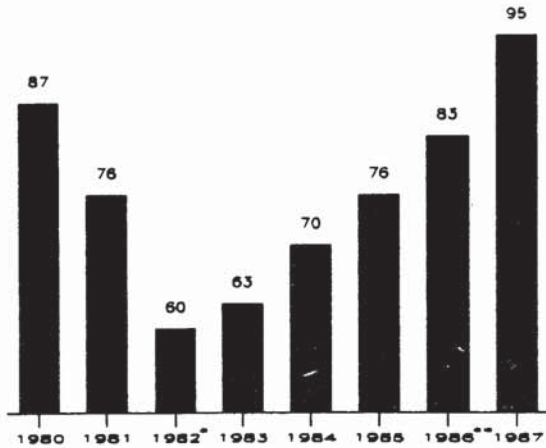
Kentucky has leased several buildings for extended periods of time, including four buildings for more than fourteen years. The total rental payments for these four buildings have exceeded the approximate appraised value of the structures. The annual rental could have supported more than the yearly bonded debt service necessary to purchase these four buildings, or construct four similar buildings.

If we assume a 50-year life for sound utilitarian buildings (as described in Chapter III, Table 4), then the seven buildings leased more than nine years could have been paid for by the state in fifteen years. The remaining 35-plus years of the buildings' lives could have been, in effect, rent-free.

FIGURE B

KENTUCKY STATE GOVT Leased Buildings in Franklin County: FY 1980-87

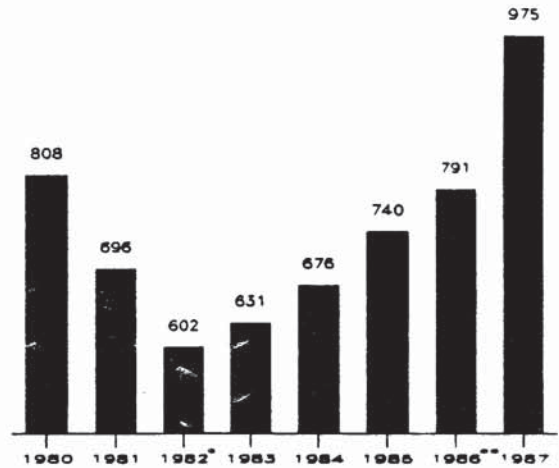
Number of Leases



* Dept for Libraries Bldg Opened (4 leases voided)

**Demolition of State Office Bldg Annex

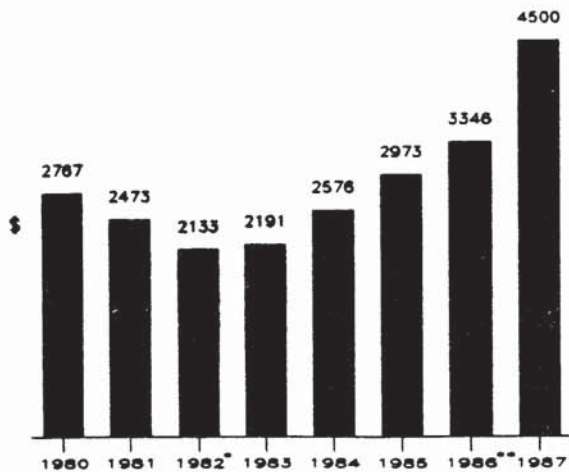
Thousands (000) of Square Feet Leased



* Dept for Libraries Bldg opened (4 leases voided)

**Demolition of State Office Bldg Annex

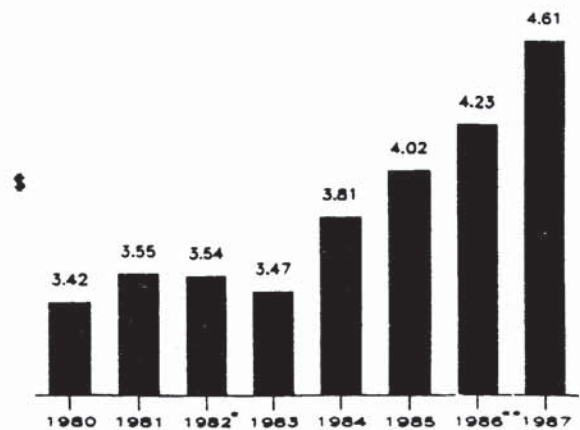
Annual Rent in Thousands (000) of Dollars



* Dept for Libraries Bldg Opened (4 Leases voided)

**Demolition of State Office Bldg Annex

Average Cost Per Square Foot



* Dept for Libraries Bldg Opened (4 leases voided)

**Demolition of State Office Bldg Annex

Source: Cabinet for Finance & Administration

Capital Improvement Account

There is a need for the establishment of a Capital Improvement Account. The purpose of the account would be to provide for the maintenance and renovation of state-owned property and acquisition of space for state agencies.

The funding source for this account would be the amortization of state buildings through a rental charge to agencies occupying state-owned and leased buildings. The rental charge would be based on the fair market value. The rate would be set by the Finance and Administration Cabinet and approved by the Capital Construction and Equipment Purchase Oversight Committee.

The funds in the account would be appropriated by the General Assembly and used to provide space for the agencies.

Initially the account would not be sufficient to meet immediate needs; however, it could provide for future acquisitions of state space and become self-sustaining.

Centralized Laboratory

Kentucky presently operates sixteen laboratories in the Frankfort/Franklin County area, six of which are major laboratories and three of which are located in leased space. The total area now occupied for lab use is 67,495 square feet. The agencies are requesting an additional 61,756 square feet in laboratory space for 1991, for a total projected laboratory area of 129,251 square feet.

A list of the agencies operating large laboratories follows, including their projected need for 1991.

TABLE 2

Agencies Operating Major Laboratories

<u>Agency</u>	<u>Current Space in Sq. Ft.</u>	<u>Projection in Sq. Ft.</u>
1. Dept. of State Police	4,553	27,553
2. Cabinet for Human Resources	24,000	24,000
3. Transportation Cabinet	14,038	20,038
4. Dept. of Libraries & Archives	3,536	15,536
5. Natural Resources & Environmental Protection Cabinet	5,265	9,285
6. Kentucky Historical Society	2,000	8,000
7. Public Service Commission	-0-	4,750
8. Justice Cabinet - Forensic Lab	3,600	3,600
9. Dept. of the Arts	2,220	2,220
10. Dept. of Agriculture	5,815	11,815
11. Dept. of Military Affairs	1,183	1,183
12. Various other agencies	1,285	1,271
	<u>67,495</u>	<u>129,251</u>

(33,200 additional space)
 The staff questioned all agencies who operate large labs about their ability to operate within a centralized laboratory facility. All agencies responded with a conditional "Yes." The major concern was to be separated and allowed to operate their own equipment, in order that their findings could stand the test of court.

The executive branch has not completed the study mandated by the 1986 General Assembly to consider the feasibility of a centralized laboratory facility. However, on June 30, 1987, the Finance and Administration Cabinet committed \$200,000 of capital construction contingency funds to employ an architect for the initial planning of a consolidated laboratory facility. The Finance Cabinet's projected cost for the new facility is approximately \$30 million. Another study had been done by independent consultants (completed October 31, 1979), addressing the possibility of a joint laboratory for the Cabinet for Human Resources and the Natural Resources and Environmental Protection Cabinet.

It would appear that the agencies' request for an additional 62,000 square feet of lab space, and the fact that approximately 15,000 square feet of the current lab space is leased, would warrant the state's consideration of constructing a centralized laboratory facility.

Such a decision would allow for the sharing of compatible equipment, supplies, and technicians, and would promote better security, space utilization, and public access.

Records Storage

The Department of Libraries and Archives is charged by law to execute a retention and disposal schedule for all state records. The Department has filled its existing space, including 18,000 square feet in leased space. State agencies are therefore leasing separate space or using office space to store records that should otherwise be maintained by the Department of Libraries and Archives.

The Department of Libraries and Archives and the Kentucky Historical Society together are requesting an additional 40,000 square feet in book and record storage space. The other agencies are requesting an additional 86,000 square feet of file or supply storage.

It would appear that this request by the agencies for a total of an additional 126,000 square feet of storage space would warrant the state's consideration of building a centralized storage facility.

If such a storage facility were to be located on currently owned state property in the proximity of the Libraries and Archives Building, it would be central to all points of Franklin County, would allow easy public and government agency access via the new East-West Connector, and would allow for constant supervision by the Archives staff. Cost could therefore be minimized.

Supply Storage

Centralizing Supply Storage

Presently the state owns 454,278 square feet and leases 173,877 square feet of space classified as supply storage. Agencies have projected a need for an additional 67,766 square feet for supply storage by 1991.

Many agencies' supply storage needs change frequently and, as a result, they tend to acquire more space than is actually necessary for their efficient operation. This results in many instances of under-utilization of available space. Once an agency occupies a leased or owned storage facility, it appears to retain control over the facility even though the facility may become no longer functional. This phenomenon is perpetuated by the fact that so little space, whether state-owned or leased, is available.

The staff's inspection of these existing storage spaces revealed that individual cabinets and agencies are retaining separate storage facilities. In several cases the agencies are actually using only ten to twenty percent of the useable storage space in a facility; whereas other agencies are crowded into substandard storage facilities, or are using valuable office space for storage.

A few agencies share warehouse space by installing movable partitions, thus accommodating the need for more or less storage space for each agency. Several leased warehouses, however, were found to be not secure and leaks prevented total use of the structures.

Construction of a new warehouse facility would provide many cost-effective advantages over the present system. Sharing maintenance and security costs, and coordinating fluctuating space demands by the elimination of unused leased space, would allow a new facility to be cost-effective.

Duplication of Office Supply Storage (Central Stores)

Many of the larger agencies and cabinets have duplicated the process of ordering and storing office supplies, a function which is assigned (by KRS 42.023 and 45.301) to Central Stores in the Finance and Administration Cabinet for all state agencies. The position of the Cabinet for Human Resources, the Department of State Police, the Department of Parks, and the Transportation Cabinet is that they can order these materials as economically as can the Finance Cabinet through Central Stores. These agencies also state that they need to maintain separate supply stockpiles to service their staff and users quickly and efficiently.

The Cabinet for Human Resources and the Department of Parks are leasing their supply storage facilities.

Specific Agencies with Special Needs

The following is a discussion of several agencies with unique space problems. See Schedule A in Chapter IV for additional information.

1. The Cabinet for Human Resources needs to lease 90,000 square feet of office space for temporary use while asbestos is being removed from the Health Services Building. This space is not presently available.
2. The Attorney General's Office has requested a 120% increase in its space for 1991. This would alleviate present overcrowding and provide additional space for anticipated new programs. The agency has occupied two leased facilities containing a total of over 28,000 square feet for more than ten years.
3. The Department of Agriculture, in addition to space in the Capital Plaza Tower, has leased four buildings for over five years in various locations. The agency could utilize a central laboratory facility.
4. The Department of the Arts occupies the Berry Hill Mansion, which is overcrowded and needs substantial fire safety repairs.

5. The Commerce Cabinet has indicated it will need an additional 6,200 square feet of space by 1991.
6. The Department of Libraries and Archives is out of space for records storage. The timely construction of a warehouse facility would prevent state agencies from utilizing expensive office space for storage.
7. The Department of Education has five leases, three of which are over five years old. The agency has projected a need for an additional 54,000 square feet of space by 1991.
8. The Kentucky Historical Society presently leases office and storage space which is substandard. The agency has projected a need for an additional 36,500 square feet by 1991, which does not include replacing the substandard space currently leased.
9. The Kentucky Higher Education Assistance Authority has projected that it will need an additional 27,868 square feet by 1991. The agency attributes its accelerated growth to additional student financial aid programs and growth in student loan collections. The agency is housed entirely in leased space at \$6.95 per square foot.
10. The Finance and Administration Cabinet has two leases over five years old. One lease, for 54,500 square feet, is eight years old; the other, for 1,835 square feet, is fifteen years old.
11. The Labor Cabinet is housed in two leased structures. One lease, for 59,343 square feet, is thirteen years old, and another, for 4,380 square feet of storage space, is eight years old.
12. The Department for Environmental Protection is housed in six leased buildings in six different locations.
13. The Department for Natural Resources is housed in six buildings, five of which are leased. Three of these leased facilities are subject to flooding.
14. The Kentucky Nature Preserves Commission has leased its only building for fourteen years.
15. The Alcoholic Beverage Control Board has leased its only building for fourteen years.
16. The Department of Housing, Buildings and Construction has leased its central office for fourteen years.
17. The Department of Insurance has leased one office building, which houses the entire department, for three years.

18. The Public Service Commission has been housed in a built-to-suit leased structure for nine years. The \$6.50 per square foot rental rate is higher than the average for comparable space.
19. The Revenue Cabinet is scattered all over Frankfort in two state-owned and five leased buildings. Since this agency has constant contact with the general public, it should be centralized in an easily accessible location. In addition to public convenience, a central location would promote efficient administration and employee communication.

CHAPTER II

METHODS OF PROVIDING SPACE FOR STATE AGENCIES

The state has several methods of acquiring space for its needs. KRS Chapters 45, 45A, and 56 provide the ways that space may be acquired and state that the Finance and Administration Cabinet is responsible for providing the space needed by state agencies, except as provided in KRS 175, 176, and 177. The methods through which space may be acquired and examples of such (in Franklin County) are:

1. CONSTRUCTION.

Statutory Authority: KRS 45, 45A, and 56.463.

The state may construct buildings for its use. This is done by contracting with an architect/engineer for design and a construction contractor for the construction work. The Department for Facilities Management in the Finance and Administration Cabinet is responsible for the construction.

Examples of recent state construction are the Libraries and Archives Building and the just-completed dormitory at the Frankfort Career Development Center.

The Kentucky Housing Corporation and the Teachers Retirement System are in the process of constructing office buildings for their own use. Technically, these buildings are owned by their investment accounts and/or bond trustees.

2. PURCHASE.

Statutory Authority: KRS 56.463.

The state may acquire space by purchasing a building either through negotiation or condemnation. The Department of Facilities Management in the Finance and Administration Cabinet is responsible for acquiring space through purchase.

An example of this is the purchase of Perimeter West by the Kentucky Retirement Systems, as an investment for the systems' investment account.

3. LEASE-PURCHASE/BUILT-TO-SUIT LEASE.

Statutory Authority: KRS 56.816 - 56.820.

The state may enter into a built-to-suit lease with a private developer to construct a building either on private land or state-owned land. The lease may contain an option for the state to acquire the building at some future date.

The buildings constructed under this type of agreement are usually built to the state's specifications.

Prior to the passage of this act in 1978, the state had entered into a built-to-suit lease (the Public Service Commission's building). This lease did not provide for state purchase. However, the state has issued an RFP (No. EA-314-87) for a built-to-suit lease for the Kentucky Horse Park. The proposal provides for a private lessor/developer to design, finance, construct, and maintain a first class office building of 14,000 square feet. The Commonwealth will lease the facility for 30 years, at the end of which time the building will become the property of the Commonwealth. The closing date for proposals is 4:30 p.m. on July 10, 1987.

Also, the state may enter into a lease-purchase of an existing building. The lease contains an option that the state may purchase the building at some future date, and rental payments may or may not apply to the purchase price.

An example of this is the lease/purchase in Franklin County of the "Old Ramada Inn" on Versailles Road for Kentucky State University. The purchase price was \$1,555,000 for 42,446 sq. ft. of interior space. The purchase price consisted of \$586,043 in rental payments and a balance of \$968,957. The building is now occupied by the Kentucky State Police.

4. LEASE.

Statutory Authority: KRS 56.800 - 56.814.

The state may lease real property for the use of state agencies. The Finance and Administration Cabinet is responsible for the administration of the leases.

Under this method, rentals are paid to a private owner, and the state acquires no equity in the property.

The state has ninety-five leases, totaling approximately one million square feet, at an annual cost of \$4,500,000, as of June 30, 1987.

Which method is the best (most efficient and economical) to provide space depends on whether the occupancy is to be short term (five years or less) or long term, and the economic conditions at the time of need. (See Chapter 3 for cost analyses of these methods.)

Other states have done studies of their space needs, and the general consensus is that space to be occupied long term (five years or more) should be owned, not leased. (Kentucky has 46 leases over 5 years old.) Whether the owned space should be constructed by the state, purchased, or lease-purchased depends on the particular area and economic conditions.

Discussion of and excerpts from these other states' studies follow, beginning with the most recent study and progressing to the oldest.

ARIZONA

The state of Arizona has acquired two buildings recently through a lease-purchase and a built-to-suit lease-purchase, and has another proposal ready for solicitation of bid.

The economic justification used by Arizona for the lease-purchase method was that the lease payments made over the life of the lease would be substantially less than rental payments made for privately-owned space. Also, at the end of 15-20 years the state would take possession of buildings with an additional useful life of 25-30 years, free and clear.

Arizona also has a legislative Joint Committee on Capital Review, which is similar to Kentucky's Capital Construction and Equipment Purchase Oversight Committee.

The Council of State Governments provided summaries of several other states' studies regarding space. These are as follow:

CONNECTICUT

Currently, a Connecticut law (Public Act 75-425) recommends state construction or purchasing of office space, rather than leasing, where occupancy will exceed five years. A 1981 report recommends that this policy be continued for the following reasons:

(a) Cost analyses show that, based on projected leasing and construction costs beginning in 1985, leasing and construction annual payments break even in the fifteenth year, and in the twenty-sixth year, "aggregate costs equalize so that after 2012 there is significant economic advantage to the new building."

. . . The projected construction costs included interest rates at 8.5% per annum for 20 years, maintenance and energy costs of at least \$3.90 per square foot, and payment in lieu of taxes estimated at about 4% of the assessed value. The projected leasing costs were based on the current rate plus the average operating costs for leased space inflated to 1985.

(b) New energy-efficient buildings can be designed so that energy costs are one-half of those in facilities being leased.

(c) New efficiently-designed buildings would improve working conditions and service delivery to the public and lower the cost of housing per employee.

(d) Consolidation of central government offices in space-efficient buildings will reduce the duplication of functions and personnel in multiple locations, as well as the consequent costs and delays involved in extended communication and travel between offices.

FLORIDA

The Florida Department of General Services has issued two reports in which the question of leasing versus ownership was considered: Florida 2000, A Report on Regional Service Centers (1970) and Office and Support Space Needs Study (1980).

One study recommends the following:

Develop, promote, establish, and maintain a self-supporting and self-amortizing system of funding to provide the necessary resources to meet our current and future needs.

Provide for the assessment and collection of rent from all state owned buildings and support space This source of funding could eventually become self-sustaining if supplemented by other funding to accommodate current needs.

Both studies concluded that construction would save the state substantially more money than leasing. This conclusion was premised in part on the findings of the two studies that Florida's population and state employment would increase considerably in the next years.

LOUISIANA

The report concludes that Louisiana needs a complete plan for leasing, purchasing, and building office space to meet the needs of state agencies and the public. The report likened the state facility situation in Louisiana to that of a contractor who began to construct a facility without a plan, then added indiscriminately to the building as he went along, creating an expensive mess. The study found that the absence of a comprehensive plan in Louisiana has resulted in the waste of money and space.

NEW JERSEY

The New Jersey report states that the factors that enter into the decision to build should include: the likelihood of the increase in state government, future need of state office space, debt limitations, site availability, cost of supportive services, acceptability of design, priorities among capital improvements, construction costs, interest rates on government bonds, and calculation of return on capital investments.

The report makes the following recommendations:

- 1) Leasing is preferable when a program or agency needs space for a limited time or when continuation of the program is deemed highly uncertain.
- 2) Permanent state agency headquarters should be owned.
- 3) Any agency or program needing space for more than five years should be housed in owned space.

CHAPTER III

ECONOMICS OF VARIOUS METHODS OF ACQUIRING SPACE

This chapter focuses on the economic impact of various methods of providing space to house the three branches of government.

Kentucky state government presently occupies 4,300,000 square feet of space in the Franklin County area; of this amount, 3,400,000 square feet is owned by the Commonwealth, and approximately 1,000,000 square feet is leased from the private sector. The current rental cost to the state for the leased space is \$4,500,000 annually, and it is steadily increasing.

Since January, 1986, the Commonwealth has entered into twenty-three new leases, providing 233,268 square feet of space (included in the total above). This includes 201,414 square feet of office space at an annual cost of \$1,204,000, or \$5.98 per square foot, and 31,854 square feet of storage space at an annual cost of \$104,500, or \$3.28 per square foot.

Rental rates for new leases entered into within the past several months have increased to approximately \$7.00 per square foot for office space, while quality space available from the private sector for leasing to the state becomes more scarce. The most recent state leases for substantial amounts of space have been in buildings constructed by the private sector within the past two years.

The practice of long-term leasing continues, even though initially there may have been no deliberate policy decision that leases were to be long-term. The following is a partial list of long-term leases which the state has continued to renew. Included is information relating to the length of lease in years, the amount of space leased, and the total cost over the life of the lease. Also provided is the calculation of the total lease expenditure divided by the square feet leased, to show what could have been applied to construction costs.

TABLE 3
Long-Term Leases

<u>Agency and Building</u>	<u>No. of Years Leased</u>	<u>Sq. Ft. Leased</u>	<u>Total Rent Paid</u> ¹	<u>Total Sq. Ft. Cost</u> ²	<u>Present Rent Per Sq. Ft.</u>	<u>Present Annual Rent Cost</u>
Libraries & Archives Storage space 851 East Main	15	18,000	\$ 442,500	\$25.00	\$ 2.25	\$ 40,500
Public Protection Cabinet Office space U.S. 127 South Bldg.	16	59,343 ³	\$4,262,028	\$72.00	\$ 5.35	\$317,485
Revenue Cabinet Storage space Ft. Boone Plaza	15	20,000	\$ 656,062	\$33.00	\$ 3.50	\$ 70,000
Alcoholic Beverage Control Office space 1231 Walnut St.	14	5,216	\$ 377,728	\$72.00	\$ 6.50	\$ 33,904
Ky. Nature Preserve Commission Office space 407 Broadway	14	5,909	\$ 152,482	\$26.00	\$ 2.80	\$ 16,545
Dept. of Agriculture Lab & storage space 613 Teton Trail	11	7,600	\$ 252,535	\$33.00	\$ 3.04	\$ 23,110
Teachers Retirement System Office & storage space 216 West Main St.	9	10,334	\$ 303,401	\$30.00	\$ 4.60	\$ 47,545
TOTAL		126,402	\$6,446,736			\$549,089

¹ These totals are all rents paid over the life of the lease.

² The square footage rate shown is the total rents divided by the building's total square feet. The purpose of this calculation is to indicate what might have been expended for bonded debt service.

³ The total rent cost on this lease is for only 13 years. No more information was available.

The state is presently paying \$549,089 annually for these seven leases. The simple average cost increase of these leases is 84% over a nine year period, with increases ranging from minus 4% to plus 230%.

Cost Projections for Provision of Space

The following is a projection of the potential cost of debt service to bond the construction or purchase of the projected space needs. Included are estimates of the annual cost if the projected new space were leased, versus bond cost if constructed or purchased.

These figures do not include existing leased space cost or existing debt service. The figures for rental cost are based on the most current rate charged for office space (\$7.00) and storage space (\$3.28). The following example is conservative in that it reflects no increase in rental rates for thirty years, even though increases will occur.

The new construction cost estimate (\$70.50 per sq. ft.) is based on a simple average of five actual projects purchased or constructed within the last two years. (See Appendix B.) Two of these buildings (Kentucky Housing Corporation and Teachers Retirement System) have just begun construction this summer.

The bond cost figures were calculated from cost data received from the Finance and Administration Cabinet. A nine percent interest rate was used, which is a full percent higher than the present bond rates, assuming that rates would increase before the state could issue bonds for this space.

Annual Rent to Support Bonding Debt Service

The current rate contracted by the state for new office and related space is \$7.00 per sq. ft. annual cost. The present rate contracted by the state for storage and related space is approximately \$3.28 per sq. ft. annual cost. The 1 million square feet additional space figure used in this example represents the rounding of the agencies' 1991 projections seen in Chapter IV.

	<u>Agency Requests for Additional Space *</u>	<u>Current Rent Rate</u>		
OFFICE:	800,000 sq. ft.	X \$7.00	=	\$ 5,600,000 annual rent
STORAGE:	<u>200,000 sq. ft.</u>	X \$3.28	=	<u>\$ 656,000</u> annual rent
TOTAL:	1,000,000 sq. ft.			\$ 6,256,000 annual rent

* For simplicity, the figures have been rounded.

If the projected annual rent - \$6,256,000 - were applied to bonding debt service, the rent the state would have paid for the projected space needs could offset debt service for a bond issue as follows:

30-year Bond Issue

\$6,256,000 divided by .09734 = \$64,000,000 Bond Capacity

25-year Bond Issue

\$6,256,000 divided by .10181 = \$61,000,000 Bond Capacity

20-year Bond Issue

\$6,256,000 divided by .10955 = \$57,000,000 Bond Capacity

NOTE: Formula used above to figure Bond Capacity:

Projected rental rate divided by 9% debt service factor = Bond Capacity as supplied by Finance and Administration Cabinet.

Construction Cost Estimates for Projected Space Needs

Included in this report as "Appendix B" is a list of five buildings which have been constructed recently or are currently being constructed as office buildings and their square foot cost. The simple average cost is \$70.00 per sq. ft. (Land cost is included in the Kentucky Retirement Systems building, which would tend to inflate the per square foot cost slightly.)

No recently constructed storage facilities were available for price comparison. Therefore, several steel building system suppliers were contacted to obtain current prices for a typical storage building. "Appendix C" is a listing of the three major suppliers' prices. The average square foot price quoted by these suppliers was \$34.00 for government bid projects. (On May 29, 1987, a contract was awarded to construct a pre-engineered storage facility for the Transportation Cabinet, including an office, a restroom, and some heating, for \$18.00 per square foot.)

OFFICE: 800,000 sq. ft. X \$70.00 = \$ 56,000,000 Construction Cost
STORAGE: 200,000 sq. ft. X \$34.00 = \$ 6,800,000 Construction Cost

TOTAL ESTIMATED CONSTRUCTION COST \$ 62,800,000

NOTE: The Finance Cabinet has calculated monument-type state construction to cost as much as \$100 per square foot. The calculations presented in this memorandum are based on a more utilitarian building.

Leased Cost versus Bonded Purchase of a State Office Building

The following table provides a hypothetical comparison of leasing versus purchase of a typical utilitarian office building. The assumptions are:

1. A 10,000 square foot building at a rental rate of \$7.00 per square foot (present rate for new leases).
2. An 8% interest rate on a 15-year bond issue (the present rate).
3. A \$70 per square foot purchase cost for a single-story utilitarian building. (See Appendix B.)
4. No increase in rental rates over the life of the leased building in the example and, further, no cost for renovation or maintenance of the state-owned building. The normal rental rate increase would more than offset the cost of renovation or maintenance on the state-owned building in our example.

TABLE 4

Hypothetical Comparison of Rental Costs with Bonded Debt Costs
for a Building with a 50-Year Life

	Annual Cost Totalled Each Year To rent 10,000 sq. ft. @ \$7.00 per sq. ft.	Annual Cost Totalled Each Year To purchase 10,000 sq. ft. @ \$70.00 per sq. ft. @ 8% interest
1st Year	\$ 70,000	\$ 80,275
2nd Year	140,000	160,550
3rd Year	210,000	240,825
4th Year	280,000	321,100
5th Year	350,000	401,375
6th Year	420,000	481,650
7th Year	490,000	561,925
8th Year	560,000	642,200
9th Year	630,000	722,475
10th Year	700,000	802,750
11th Year	770,000	883,025
12th Year	840,000	963,300
13th Year	910,000	1,043,575
14th Year	980,000	1,123,850
15th Year	1,050,000	1,204,125
16th Year	1,120,000	-0-
17th Year	1,190,000	-0-
18th Year	1,260,000	-0-
20th Year	1,400,000	-0-
25th Year	1,750,000	-0-
30th Year	2,100,000	-0-
40th Year	2,800,000	-0-
50th Year	3,500,000	-0-
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 5px; width: 30%;"> TOTAL EXPENDED IN 50 YEARS </div> <div style="text-align: center;"> \$ 3,500,000 </div> <div style="text-align: center;"> \$ 1,204,125 </div> </div>		

Rent cost
= purchase
cost at 17
yrs., 3 mths.

Bldg. paid in
full in 15
years.

Based on the projections in the above table, if the state constructs or purchases, at the end of fifteen years the building would be paid for and the state would have the remaining thirty-five years of use rent-free. If the state chooses, however, to rent the building, it will have paid for the building in seventeen years and three months, and will have paid 2.9 times the building's cost if it leases the building for fifty years.

Conclusion

If the state leases its future space needs, the agencies' projected 1,000,000 square feet, approximately, of additional space would cost an additional \$6,256,000 in annual rent. This estimated annual rent cost would provide 98% of the debt service if the state chose to construct or purchase the space with a 25-year bond issue. This example assumes no rental rate increase for the full twenty-five years, making the estimate conservative. The bonded debt service would remain fixed for the twenty-five years.

The estimated life of a public building should exceed fifty years, allowing for twenty-five years of use without debt service expense after the 25-year bonds are retired.

CHAPTER IV

STATE AGENCIES' CURRENT SPACE AND PROJECTED NEEDS

SCR 30 directed that a study be made of the space needs of state government in the Frankfort/Franklin County area. As a part of the Capital Construction and Equipment Purchase Oversight Committee's compliance with the directive, a questionnaire was developed, for the purpose of securing the relevant information. (See Appendix D.)

The questionnaire was completed by all of the Commonwealth's cabinets, agencies, and commissions in the Franklin County area. The staff of the Capital Construction and Equipment Purchase Oversight Committee subsequently visited each agency and reviewed the questionnaire with the agency.

As a part of the review, each building, whether leased or owned, was inspected by the staff, accompanied by each agency's designated liaison. The purpose of the field work was to verify the accuracy of the square footage reported, the space utilization, and the condition of the space.

After the field work was completed, the questionnaires were summarized for each cabinet, agency or commission. Schedule A, which follows, is a summary of the current space occupied by the agencies, along with their projected needs for 1991. This summary is supported by Schedule B, which is a breakdown of the space usage, both current and projected, by cabinet or agency.

SCHEDULE A

**Summary of Space Occupied by State Agencies
and Agency Projections for 1991 Space Needs**

**SUMMARY OF SPACE OCCUPIED BY STATE AGENCIES
AND AGENCY PROJECTIONS FOR 1991 SPACE NEEDS**

<u>CABINET/AGENCY</u> (Agency No.) *	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY PROJECTIONS FOR 1991</u>	
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	<u>ADDITIONAL</u>	<u>TOTAL</u>
<u>CABINET FOR HUMAN RESOURCES</u>					
(1) Entire Cabinet	563,411	53,256	616,667	101,899	718,566
<u>CABINET FOR GENERAL GOVERNMENT</u>					
(2) Attorney General	13,027	34,227	47,254	67,638	114,892
(3) Auditor of Public Accounts	5,018	10,239	15,257	3,143	18,400
(4) Bd. of Registration for Prof. Engnrs. & Land Surveyors	-0-	2,451	2,451	-0-	2,451
(5) Board of Elections	3,141	-0-	3,141	-0-	3,141
(6) Bd. of Hairdressers & Cosmetologists	-0-	6,005	6,005	-0-	6,005
(7) Board of Pharmacy	-0-	2,200	2,200	-0-	2,200
(8) Commission on Women	-0-	1,180	1,180	484	1,664
(9) Council on Higher Education	-0-	14,693	14,693	705	15,398
(10) Dept. of Local Government	14,910	-0-	14,910	-0-	14,910
(11) Dept. of Personnel	24,701	168	24,869	2,461	27,330
(12) Governor's Office	13,221	-0-	13,221	-0-	13,221
(13) Governor's Office for Policy and Management	7,427	-0-	7,427	400	7,827
(14) Governor's Office for Program Administration	1,976	-0-	1,976	-0-	1,976
(15) Human Rights Commission	1,096	-0-	1,096	254	1,350
(16) Kentucky Retirement Systems	-0-	48,457	48,457	-0-	48,457
(17) Dept. of Military Affairs	303,426	3,468	306,894	165,346	472,240
(18) Personnel Board	3,892	-0-	3,892	-0-	3,892
(19) Secretary of State	7,577	-0-	7,577	-0-	7,577
(20) State Treasurer	12,288	-0-	12,288	-0-	12,288
<u>COMMERCE CABINET</u>					
(21) Dept. of Agriculture	10,210	38,880	49,090	7,075	56,165
(22) Dept. of the Arts	15,682	-0-	15,682	3,449	19,131
(23) Kentucky Heritage Council	4,345	-0-	4,345	155	4,500
(24) Commerce Cabinet (Secretary's Office and administrative)	19,279	2,500	21,779	6,221	28,000

* Agency No. is provided so the reader may cross-reference the data in this table with the data provided in Schedule B. See lower left-hand corner of page in Schedule B for pertinent Agency No. in that document.

CABINET/AGENCY (Agency No.) *	CURRENT SPACE IN SQUARE FEET			AGENCY PROJECTIONS FOR 1991	
	OWNED	LEASED	TOTAL	ADDITIONAL	TOTAL
<u>CORRECTIONS CABINET</u>					
(25) Entire Cabinet	63,667	4,494	68,161	30,410	98,571
<u>EDUCATION AND HUMANITIES CABINET</u>					
(26) Dept. of Libraries & Archives	140,640	22,500	163,140	47,497	210,637
(27) Dept. for the Blind	-0-	10,000	10,000	4,340	14,340
(28) Dept. of Education	194,871	26,703	221,574	52,628	274,202
(29) Kentucky Historical Society	49,800	11,416	61,216	36,684	97,900
(30) Ky. Teachers Retirement System	12,666	10,334	23,000	-0-	23,000
<u>FINANCE & ADMINISTRATION CABINET</u>					
(31) Capital Plaza Authority	(NOT INCLUDED IN TOTALS)				
(32) Kentucky Housing Corporation	3,875	22,466	26,341	-0-	26,341
(33) Ky. Higher Education Assistance Authority	-0-	15,632	15,632	31,368	47,000
(34) Finance & Administration Cabinet (Secretary's Office & administrative)	896,909	77,198	974,107	58,517	1,032,624
<u>JUDICIAL BRANCH</u>					
(35) Entire Branch (except Retirement)	48,436	31,600	80,036	26,019	106,055
(36) Judicial & Legislative Retirement System	-0-	750	750	-0-	750
<u>JUSTICE CABINET</u>					
(37) Dept. of State Police	100,897	-0-	100,897	60,863	161,760
(38) Office of Justice Administration	-0-	13,300	13,300	2,700	16,000
<u>LABOR CABINET</u>					
(39) Ky. Occupational Safety & Health Review Commission	1,056	-0-	1,056	244	1,300
(40) Entire Cabinet (except KOSH)	-0-	63,723	63,723	22,115	85,838
<u>LEGISLATIVE BRANCH</u>					
(41) Legislative Research Commission	86,578	6,500	93,078	12,259	105,337
<u>NATURAL RESOURCES & ENVIRONMENTAL PROTECTION CABINET</u>					
(42) Entire Cabinet (incl. Environ. to Quality Commission and Nature Preserves Commission)	64,301	125,953	190,254	33,016	223,270

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<u>CABINET/AGENCY</u> (Agency No.) *	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY PROJECTIONS FOR 1991</u>	
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	<u>ADDITIONAL</u>	<u>TOTAL</u>
<u>PUBLIC PROTECTION & REGULATION CABINET</u>					
(48) Board of Claims	-0-	2,859	2,859	(268)	2,591
(49) Dept. of Public Advocacy	-0-	15,442	15,442	3,233	18,675
(50) Alcoholic Beverage Control Board	-0-	5,216	5,216	-0-	5,216
(51) Dept. of Financial Institutions	-0-	10,368	10,368	1,432	11,800
(52) Dept. of Housing, Bldgs., & Const.	-0-	22,097	22,097	-0-	22,097
(53) Dept. of Insurance	-0-	22,215	22,215	10,975	33,190
(54) Kentucky Board of Tax Appeals	922	-0-	922	-0-	922
(55) Secretary's Office & administrative	2,335	-0-	2,335	665	3,000
(56) Public Service Commission	-0-	36,216	36,216	15,984	52,200
(57) Registry of Election Finance	-0-	3,000	3,000	-0-	3,000
<u>REVENUE CABINET</u>					
(58) Entire Cabinet	51,662	91,366	143,028	84,972	228,000
<u>TOURISM CABINET</u>					
(59) Dept. of Fish & Wildlife	101,427	-0-	101,427	5,000	106,427
(60) Dept. of Parks	37,705	12,600	50,305	6,368	56,673
(61) Secretary's Office & administrative	9,278	5,140	14,418	5,009	19,427
<u>TRANSPORTATION CABINET</u>					
(62) Entire Cabinet	504,938	18,500	523,438	49,546	572,984
GRAND TOTALS	3,396,590	905,312	4,301,902	960,806	5,262,708

* Agency No. is provided so the reader may cross-reference the data in this table with the data provided in Schedule B. See lower left-hand corner of page in Schedule B for pertinent Agency No. in that document.

SCHEDULE B

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

(Per Agency)

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

CABINET FOR HUMAN RESOURCES

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	360,486	13,764	374,250	436,341
Conference Rooms	10,741	942	11,683	16,365
Storage Supplies	4,850	36,684	41,534	44,055
Storage Files	5,721	590	6,311	20,429
Maintenance Shop	15,610	0	15,610	18,000
Printing Area	0	128	128	128
Mail Room	5,938	0	5,938	6,000
Computer Room	2,930	0	2,930	2,930
Laboratories	24,000	0	24,000	24,000
Mechanical Area	11,613	0	11,613	11,613
Cafeteria	11,915	0	11,915	11,915
Libraries	3,970	148	4,118	4,118
Auditorium	0	0	0	0
Commercial	672	0	672	672
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	<u>458,446</u>	<u>52,256</u>	<u>510,702</u>	<u>596,566</u>
Unproductive Space	<u>104,965</u>	<u>1,000</u>	<u>105,965</u>	<u>122,000</u> *
CABINET TOTAL (sq. ft.)	563,411	53,256	616,667	718,566

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 53,000,000</u>	<u>\$ 68,000,000</u>
Number of Employees	<u>2,452</u>	<u>2,600</u>

Agency is housed in 10 buildings 5 Owned 5 Leased

Number of bldgs. leased over 5 years 3 Oldest lease 15 yrs.

Rental rates: Lowest and use \$2.39 (storage) Highest and use \$6.34 (office)

Source of operating budget: General Fund 27 % Federal 68 % Agency 5 %

Agency office space per employee: 153 sq. ft. Highest 417 Lowest 75

(AGENCY NO. 1)

(COMMENTS ON REVERSE)

Comments/Problems: Two of the owned buildings have asbestos problems. The
agency anticipates a temporary (1 year or less) lease of 90,000 sq. ft. will be
needed to evacuate the Health Services Bldg. to remove the asbestos. Also, the
agency operates its own Central Stores, stating it is cheaper than using state
government's Central Stores.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

CABINET OF THE GENERAL GOVERNMENT
ATTORNEY GENERAL

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	11,702	22,347	34,049	84,049
Conference Rooms	0	1,354	1,354	2,554
Storage Supplies	550	2,450	3,000	3,600
Storage Files	0	932	932	1,932
Maintenance Shop	0	0	0	0
Printing Area	200	0	200	700
Mail Room	0	246	246	446
Computer Room	0	492	492	1,492
Laboratories	0	0	0	0
Mechanical Area	0	504	504	504
Cafeteria	0	0	0	0
Libraries	575	40	615	2,615
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	13,027	28,365	41,392	97,892
Unproductive Space	0	5,862	5,862	17,000 *
AGENCY TOTAL (sq. ft.)	13,027	34,227	47,254	114,892

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department for Facilities Management.

	Current	Projected
Operating Budget	\$ 9,000,000	\$ 12,000,000
Number of Employees	180	222

Agency is housed in 5 buildings 1 Owned 4 Leased

Number of bldgs. leased over 5 years 2 Oldest lease 10 yrs.

Rental rates: Lowest and use \$4.39 (office) Highest and use \$6.65 (office)

Source of operating budget: General Fund 59 % Federal 16 % Agency 16 %

Agency office space per employee: 189 sq. ft. Highest 225 Lowest 115

(AGENCY NO. 2)

(COMMENTS ON REVERSE)

Comments/Problems: Agency has two leases over 5 years old - one for 18,000 sq. ft. in office space which is 10 years old, and another for 10,400 sq. ft. in office space, which is also 10 years old. Agency is requesting a 120% increase in space for 1991; its justifications for the large amount of additional space needed are current overcrowding, new staff needed to alleviate current heavy workloads, and new programs the agency anticipates the General Assembly will approve.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
AUDITOR OF PUBLIC ACCOUNTS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	3,207	6,239	9,446	10,900
Conference Rooms	450	600	1,050	950
Storage Supplies	450	500	950	1,200
Storage Files	711	500	1,211	1,650
Maintenance Shop	0	0	0	0
Printing Area	0	500	500	600
Mail Room	0	0	0	0
Computer Room	200	0	200	600
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	5,018	8,339	13,357	15,900
Unproductive Space	0	1,900	1,900	2,500 *
AGENCY TOTAL (sq. ft.)	5,018	10,239	15,257	18,400

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 4,000,000	\$ 5,000,000
Number of Employees	75	85

Agency is housed in 3 buildings 1 Owned 2 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 1 yr.

Rental rates: Lowest and use \$4.95 (office) Highest and use \$5.00 (office)

Source of operating budget: General Fund 73 % Federal 0 % Agency 27 %

Agency office space per employee: 126 sq. ft. Highest 200 Lowest 75

(AGENCY NO. 3)

(COMMENTS ON REVERSE)

Comments/Problems: One property leased by this agency - 207 Holmes Street - has
been occupied by some state agency off and on for over 20 years, though the
Auditor's Office has been there only a short time (6,000 sq. ft. of office at
\$4.95 per sq. ft.).

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS/LAND SURVEYORS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	1,061	1,061	1,061
Conference Rooms	0	337	337	337
Storage Supplies	0	60	60	60
Storage Files	0	504	504	504
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	117	117	117
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	108	108	108
Cafeteria	0	0	0	0
Libraries	0	91	91	91
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	2,278	2,278	2,278
Unproductive Space	0	173	173	173 *
AGENCY TOTAL (sq. ft.)	0	2,451	2,451	2,451

* Unproductive space projection has not been adjusted, as the agency projects no additional space and has 20 years left to run on its current lease.

	Current	Projected
Operating Budget	\$ 300,100	\$ 360,000
Number of Employees	5	6

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 35 yrs.

Rental rates: Lowest and use \$1.57 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 212 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 4)

(COMMENTS ON REVERSE)

Comments/Problems: Space is leased from the Ky. Society of Engineers. The
lease has 20 years left to run.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
BOARD OF ELECTIONS**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	3,141	0	3,141	3,141
Conference Rooms	0	0	0	0
Storage Supplies	0	0	0	0
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	3,141	0	3,141	3,141
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	3,141	0	3,141	3,141

* The unproductive space projection was not adjusted, because the agency is located in the State Capitol, one of the four major state office buildings for which the unproductive space is assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 1,000,000</u>	<u>\$ 1,300,000</u>
Number of Employees	<u>19</u>	<u>24</u>

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 165 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 5)

(COMMENTS ON REVERSE)

Comments/Problems: This agency should be located near the Secretary of State's
Office.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
BOARD OF HAIRDRESSERS AND COSMETOLOGISTS**

	CURRENT SPACE IN SQUARE FEET			AGENCY
	OWNED	LEASED	TOTAL	1991 PROJ
Office Space	0	1,221	1,221	1,221
Conference Rooms	0	2,000	2,000	2,000
Storage Supplies	0	280	280	280
Storage Files	0	1,380	1,380	1,380
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	171	171	171
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	5,052	5,052	5,052
Unproductive Space	0	953	953	953 *
AGENCY TOTAL (sq. ft.)	0	6,005	6,005	6,005

* The unproductive space projection was not adjusted, as the agency is not requesting any additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 500,000	\$ 600,000
Number of Employees	6	9

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 4 yrs.

Rental rates: Lowest and use \$5.20 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 174 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 6)

(COMMENTS ON REVERSE)

Comments/Problems: The agency does not anticipate any growth in membership as
attrition matches new enrollments. The increases in personnel and budget are
to maintain current level of service.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

CABINET OF THE GENERAL GOVERNMENT
BOARD OF PHARMACY

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	700	700	700
Conference Rooms	0	1,080	1,080	1,080
Storage Supplies	0	0	0	0
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	420	420	420
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	2,200	2,200	2,200
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	0	2,200	2,200	2,200

* The unproductive space projection was not adjusted, as the agency is requesting no additional space.

	Current	Projected
Operating Budget	\$ 286,000	\$ 350,000
Number of Employees	6	6

Agency is housed in 1 buildings 0 Owned 1 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 12 yrs.
 Rental rates: Lowest and use \$3.92 (office) Highest and use N/A
 Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %
 Agency office space per employee: 116 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 7)

(COMMENTS ON REVERSE)

Comments/Problems: The agency leases its space from the Kentucky
Pharmaceutical Association.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
COMMISSION ON WOMEN**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	750	750	1,050
Conference Rooms	0	200	200	300
Storage Supplies	0	150	150	150
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	1,100	1,100	1,500
Unproductive Space	0	80	80	164 *
AGENCY TOTAL (sq. ft.)	0	1,180	1,180	1,664

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 194,100	\$ 254,000
Number of Employees	4	6

Agency is housed in 1 buildings 0 Owned 1 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 7 yrs.
 Rental rates: Lowest and use \$5.29 (office) Highest and use N/A
 Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %
 Agency office space per employee: 187 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 8)

(COMMENTS ON REVERSE)

Comments/Problems: Agency needs more storage space. Has leased its building
over 7 years.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
COUNCIL ON HIGHER EDUCATION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	<u>1991 PROJ</u>
Office Space	0	3,917	3,917	4,463
Conference Rooms	0	1,883	1,883	1,913
Storage Supplies	0	1,037	1,037	1,037
Storage Files	0	208	208	208
Maintenance Shop	0	0	0	0
Printing Area	0	260	260	260
Mail Room	0	362	362	362
Computer Room	0	136	136	154
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	1,001	1,001	1,001
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	8,804	8,804	9,398
Unproductive Space	0	5,889	5,889	6,000 *
AGENCY TOTAL (sq. ft.)	0	14,693	14,693	15,398

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 2,300,000	\$ 2,400,000
Number of Employees	44	50

Agency is housed in 2 buildings 0 Owned 2 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 11 yrs.

Rental rates: Lowest and use \$2.40 (storage) Highest and use \$5.50 (office)

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 89 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 9)

(COMMENTS ON REVERSE)

Comments/Problems: The agency has leased this space for 11 years. A larger
meeting room is needed.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

CABINET OF THE GENERAL GOVERNMENT
DEPARTMENT OF LOCAL GOVERNMENT

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	13,454	0	13,454	13,510
Conference Rooms	0	0	0	0
Storage Supplies	0	0	0	0
Storage Files	1,456	0	1,456	1,400
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	14,910	0	14,910	14,910
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	14,910	0	14,910	14,910

* The unproductive space projection was not adjusted, as the agency is located in the Capital Plaza Tower and the Capitol Annex, two of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	Current	Projected
Operating Budget	\$ 3,927,000	\$ 5,000,000
Number of Employees	78	78

Agency is housed in 2 buildings 2 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 177 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 10)

(COMMENTS ON REVERSE)

Comments/Problems: Contents of storage space should be reviewed, and any
equipment not needed should be surplusd and whenever possible old files
archived.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
DEPARTMENT OF PERSONNEL**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	18,959	0	18,959	20,855
Conference Rooms	1,024	0	1,024	1,152
Storage Supplies	345	0	345	399
Storage Files	1,940	0	1,940	2,231
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	408	0	408	500
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	2,025	168	2,193	2,193
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	24,701	168	24,869	27,330
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	24,701	168	24,869	27,330

* Unproductive space projection was not adjusted, as the agency is located in the Capitol Annex, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet.

	Current	Projected
Operating Budget	\$ 7,800,000	\$ 9,900,000
Number of Employees	162	170

Agency is housed in 5 ** buildings 4 Owned 1 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 13 yrs.
 Rental rates: Lowest and use \$5.35 (nurs. sta.) Highest and use N/A
 Source of operating budget: General Fund 39 % Federal 0 % Agency 61 %
 Agency office space per employee: 161 sq. ft. Highest N/A Lowest N/A

** Includes nurses stations in 4 state office buildings (3 owned and 1 leased).

N/A = Not applicable.
(AGENCY NO. 11)

(COMMENTS ON REVERSE)

Comments/Problems: Agency funds are generated by sale of forms, testing fees,
Workman's Comp administration fees, and some federal funds passed through the
Cabinet for Human Resources.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
GOVERNOR'S OFFICE**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	12,441	0	12,441	12,441
Conference Rooms	518	0	518	518
Storage Supplies	262	0	262	262
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	13,221	0	13,221	13,221
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	13,221	0	13,221	13,221

* The unproductive space projection was not adjusted, as the agency is located in the State Capitol, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 2,667,800</u>	<u>\$ 3,000,000</u>
Number of Employees	<u>52</u>	<u>52</u>

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 239 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 12)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
GOVERNOR'S OFFICE FOR POLICY & MANAGEMENT**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	6,339	0	6,339	6,739
Conference Rooms	512	0	512	512
Storage Supplies	256	0	256	256
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	256	0	256	256
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	7,363	0	7,363	7,763
Unproductive Space	64	0	64	64 *
AGENCY TOTAL (sq. ft.)	7,427	0	7,427	7,827

* Unproductive space projection was not adjusted, as the agency is located in the Capitol Annex, one of the four major state office buildings in which the unproductive space was assigned to the Finance and Administration Cabinet.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 1,444,000	\$ 1,725,000
Number of Employees	30	35

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 211 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 13)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
GOVERNOR'S OFFICE FOR PROGRAM ADMINISTRATION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	<u>1991 PROJ</u>
Office Space	1,976	0	1,976	1,976
Conference Rooms	0	0	0	0
Storage Supplies	0	0	0	0
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	1,976	0	1,976	1,976
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	1,976	0	1,976	1,976

* The unproductive space projection was not adjusted, as the agency is located in the State Capitol, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 300,000	\$ 350,000
Number of Employees	6	8

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 329 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 14)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
HUMAN RIGHTS COMMISSION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	600	0	600	600
Conference Rooms	0	0	0	0
Storage Supplies	0	0	0	0
Storage Files	496	0	496	550
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	200
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	1,096	0	1,096	1,350
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	1,096	0	1,096	1,350

* Unproductive space projection was not adjusted, as the agency is located in the Capital Plaza Tower, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ <u>125,000</u>	\$ <u>135,000</u>
Number of Employees	<u>5</u>	<u>5</u>

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 120 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 15)

(COMMENTS ON REVERSE)

Comments/Problems: Agency is very crowded.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
KENTUCKY RETIREMENT SYSTEMS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	12,891	12,891	14,839
Conference Rooms	0	1,107	1,107	1,107
Storage Supplies	0	2,605	2,605	2,605
Storage Files	0	1,236	1,236	737
Maintenance Shop	0	0	0	0
Printing Area	0	94	94	94
Mail Room	0	920	920	920
Computer Room	0	1,218	1,218	1,218
Laboratories	0	0	0	0
Mechanical Area	0	132	132	132
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	23,957	23,957	22,397
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	44,160	44,160	44,049
Unproductive Space	0	4,297	4,297	4,408 *
AGENCY TOTAL (sq. ft.)	0	48,457	48,457	48,457

* Agency has just moved into a new building; the unproductive space projection is actual, based on the building plans.

	Current	Projected
Operating Budget	\$ 1,897,400	\$ 2,240,900
Number of Employees	53	65

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 3 months

Rental rates: Lowest and use \$7.00 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 243 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 16)

(COMMENTS ON REVERSE)

Comments/Problems: The agency has 23,957 sq. ft. in its new building currently unoccupied, which is classified as commercial space. The agency will rent this space to other entities, and will gradually expand into it. Since the agency is converting members' files to microfiche, the agency will need less file storage space in 1991 than it currently has.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
DEPARTMENT OF MILITARY AFFAIRS**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	40,962	1,042	42,004	56,661
Conference Rooms	9,658	0	9,658	11,405
Storage Supplies	92,771	76	92,847	118,657
Storage Files	3,012	1,584	4,596	5,523
Maintenance Shop	93,020	0	93,020	112,045
Printing Area	1,264	0	1,264	1,264
Mail Room	515	0	515	515
Computer Room	908	0	908	1,091
Laboratories	1,183	0	1,183	1,183
Mechanical Area	6,149	0	6,149	9,324
Cafeteria	2,023	0	2,023	4,940
Libraries	0	0	0	0
Auditorium	6,572	0	6,572	7,898
Commercial	0	0	0	0
Miscellaneous	0	0	0	67,301
Dormitories	2,433	0	2,433	2,433
SUBTOTAL (sq. ft.)	260,470	2,702	263,172	400,240
Unproductive Space	42,956	766	43,722	72,000 *
AGENCY TOTAL (sq. ft.)	303,426	3,468	306,894	472,240

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 16,323,800	\$ 19,000,000
Number of Employees	575	691

Agency is housed in 34 buildings 33 Owned 1 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 2 yrs.

Rental rates: Lowest and use \$3.81 (storage) Highest and use N/A

Source of operating budget: General Fund 60 % Federal 32 % Agency 8 %

Agency office space per employee: 73 sq. ft. Highest 463 Lowest 11

N/A = Not applicable.
(AGENCY NO. 17)

(COMMENTS ON REVERSE)

Comments/Problems: Agency growth is related to the national defense program.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
PERSONNEL BOARD**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	1,822	0	1,822	1,822
Conference Rooms	1,816	0	1,816	1,816
Storage Supplies	27	0	27	27
Storage Files	70	0	70	70
Maintenance Shop	0	0	0	0
Printing Area	40	0	40	40
Mail Room	117	0	117	117
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	3,892	0	3,892	3,892
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	3,892	0	3,892	3,892

* The unproductive space projection was not adjusted, as the agency is located in the Capitol Annex, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	Current	Projected
Operating Budget	\$ 27,864	\$ 30,000
Number of Employees	6	6

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 95 % Federal 0 % Agency 5 %

Agency office space per employee: 303 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 18)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
SECRETARY OF STATE**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	6,949	0	6,949	6,949
Conference Rooms	0	0	0	0
Storage Supplies	628	0	628	628
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	7,577	0	7,577	7,577
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	7,577	0	7,577	7,577

* The unproductive space projection was not adjusted, as the agency is located in the State Capitol, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 1,152,000	\$ 1,282,000
Number of Employees	40	50

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 173 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 19)

(COMMENTS ON REVERSE)

Comments/Problems: This agency should be located in close proximity to the
Governor's Office, as it is the keeper of the Governor's Executive Journal.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**CABINET OF THE GENERAL GOVERNMENT
STATE TREASURER**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	8,064	0	8,064	8,064
Conference Rooms	0	0	0	0
Storage Supplies	384	0	384	384
Storage Files	2,816	0	2,816	2,816
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	1,024	0	1,024	1,024
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	12,288	0	12,288	12,288
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	12,288	0	12,288	12,288

* The unproductive space projection was not adjusted, as the agency is located in the Capitol Annex, one of the four major office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet; also, the agency is requesting no additional space.

	Current	Projected
Operating Budget	\$ 1,547,000	\$ 1,974,000
Number of Employees	41	41

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 89 % Federal 0 % Agency 11 %

Agency office space per employee: 197 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 20)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**COMMERCE CABINET
DEPARTMENT OF AGRICULTURE**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	8,465	11,728	20,193	23,450
Conference Rooms	640	2,508	3,148	500
Storage Supplies	95	3,952	4,047	4,000
Storage Files	175	908	1,083	300
Maintenance Shop	0	11,500	11,500	11,400
Printing Area	0	0	0	0
Mail Room	0	150	150	0
Computer Room	0	1,681	1,681	2,000
Laboratories	255	5,560	5,815	11,815
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	9,630	37,987	47,617	53,465
Unproductive Space	580	893	1,473	2,700 *
AGENCY TOTAL (sq. ft.)	10,210	38,880	49,090	56,165

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 11,700,000	\$ 14,000,000
Number of Employees	141	145

Agency is housed in 5 buildings 1 Owned 4 Leased

Number of bldgs. leased over 5 years 4 Oldest lease 14 yrs.

Rental rates: Lowest and use \$1.90 (maint.shop) Highest and use \$4.47 (office)

Source of operating budget: General Fund 79 % Federal 17 % Agency 4 %

Agency office space per employee: 144 sq. ft. Highest 180 Lowest 104

(AGENCY NO. 21)

(COMMENTS ON REVERSE)

Comments/Problems: Agency has a laboratory and could use a central lab if
built. Agency has four leases over 5 years: 17,950 sq. ft. (maintenance shop)
for 14 yrs.; 4,800 sq. ft. (office) for 13 yrs.; 7,600 sq. ft. (office) for 11
yrs.; and, 8,530 sq. ft. (office) for 6 yrs.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**COMMERCE CABINET
DEPARTMENT OF THE ARTS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	6,505	0	6,505	7,705
Conference Rooms	1,137	0	1,137	1,137
Storage Supplies	2,101	0	2,101	3,751
Storage Files	300	0	300	300
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	318	0	318	318
Laboratories	2,220	0	2,220	2,220
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	870	0	870	870
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	13,451	0	13,451	16,301
Unproductive Space	2,231	0	2,231	2,830 *
AGENCY TOTAL (sq. ft.)	15,682	0	15,682	19,131

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 3,700,000	\$ 5,000,000
Number of Employees	44	50

Agency is housed in 2 buildings 2 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 84 % Federal 11 % Agency 5 %

Agency office space per employee: 167 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 22)

(COMMENTS ON REVERSE)

Comments/Problems: The Berry Hill Mansion needs substantial fire safety
repairs by order of the State Fire Marshal. More parking is also needed.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**COMMERCE CABINET
KENTUCKY HERITAGE COUNCIL**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	3,000	0	3,000	3,000
Conference Rooms	300	0	300	300
Storage Supplies	150	0	150	150
Storage Files	350	0	350	505
Maintenance Shop	0	0	0	0
Printing Area	50	0	50	50
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	3,850	0	3,850	4,005
Unproductive Space	495	0	495	495 *
AGENCY TOTAL (sq. ft.)	4,345	0	4,345	4,500

* The unproductive space projection was not adjusted, as the requested additional space was nominal.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 1,300,000	\$ 1,500,000
Number of Employees	<u>20</u>	<u>20</u>

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 50 % Federal 50 % Agency 0 %

Agency office space per employee: 150 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 23)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

COMMERCE CABINET

(Includes Secretary's Office and administrative functions)

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	18,279	0	18,279	24,000
Conference Rooms	400	0	400	400
Storage Supplies	600	1,000	1,600	600
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	100	100	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	1,400	1,400	3,000
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	19,279	2,500	21,779	28,000
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	19,279	2,500	21,779	28,000

* Unproductive space projection was not adjusted, as the majority of the agency's space is located in the Capital Plaza Tower, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet.

	Current	Projected
Operating Budget	\$ 4,800,000	\$ 5,570,000
Number of Employees	90	95

Agency is housed in 2 buildings 1 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 11 yrs.

Rental rates: Lowest and use \$3.95 (comrc1.) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 210 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 24)

(COMMENTS ON REVERSE)

Comments/Problems: Budget growth was based on 5% per biennium. Agency uses
leased commercial space for map sales to the public.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

CORRECTIONS CABINET

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	17,029	2,097	19,126	30,728
Conference Rooms	2,165	344	2,509	2,745
Storage Supplies	4,251	1,370	5,621	20,135
Storage Files	1,667	104	1,771	2,247
Maintenance Shop	1,639	0	1,639	1,639
Printing Area	48	0	48	48
Mail Room	117	0	117	117
Computer Room	0	0	0	0
Laboratories	143	0	143	143
Mechanical Area	0	81	81	0
Cafeteria	1,785	0	1,785	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	1,200	0	1,200	0
Miscellaneous	0	0	0	0
Dormitories	26,984	0	26,984	28,769
SUBTOTAL (sq. ft.)	57,028	3,996	61,024	86,571
Unproductive Space	6,639	498	7,137	12,000 *
CABINET TOTAL (sq. ft.)	63,667	4,494	68,161	98,571

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget **	\$ 7,200,000	\$ 12,000,000
Number of Employees	176	230

Agency is housed in 8 buildings 5 Owned 3 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 6 yrs.
 Rental rates: Lowest and use \$2.00 (storage) Highest and use \$6.00 (office)
 Source of operating budget: General Fund 90 % Federal 0 % Agency 10 %
 Agency office space per employee: 119 sq. ft. Highest 240 Lowest 39

** Budget is for operations in Franklin County only.

(AGENCY NO. 25)

(COMMENTS ON REVERSE)

Comments/Problems: The Corrections Cabinet has its central administrative
office and two correctional retention facilities in Frankfort. Two of the
buildings listed as owned - a new dorm and a new shop and classroom building -
are under construction but should be finished within the year.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**EDUCATION AND HUMANITIES CABINET
DEPARTMENT FOR LIBRARIES & ARCHIVES**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	24,974	1,928	26,902	30,974
Conference Rooms	2,223	0	2,223	2,223
Storage Supplies	1,854	788	2,642	1,360
Storage Files	250	35	285	2,285
Maintenance Shop	0	0	0	0
Printing Area	100	0	100	100
Mail Room	1,080	0	1,080	1,080
Computer Room	0	0	0	0
Laboratories	3,536	0	3,536	15,536
Mechanical Area	6,337	0	6,337	6,337
Cafeteria	0	0	0	0
Libraries	83,677	19,749	103,426	125,742
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	124,031	22,500	146,531	185,637
Unproductive Space	16,609	0	16,609	25,000 *
AGENCY TOTAL (sq. ft.)	140,640	22,500	163,140	210,637

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 2,980,000</u>	<u>\$ 3,803,000</u>
Number of Employees	<u>152</u>	<u>163</u>

Agency is housed in 2 buildings 1 Owned 1 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 9 yrs.
 Rental rates: Lowest and use \$2.50 (storage) Highest and use N/A
 Source of operating budget: General Fund 63 % Federal 25 % Agency 12 %
 Agency office space per employee: 125 sq. ft. Highest 482 Lowest 112

N/A = Not applicable.
(AGENCY NO. 26)

(COMMENTS ON REVERSE)

Comments/Problems: Department of Libraries and Archives has the archival
responsibility for the state's records. Timely construction of additional
warehouse space should keep state agencies from utilizing expensive office
space for cheaper storage space, and avoid the proliferation of additional
scattered warehouse leases.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**EDUCATION AND HUMANITIES CABINET
DEPARTMENT FOR THE BLIND**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	6,425	6,425	8,000
Conference Rooms	0	294	294	350
Storage Supplies	0	1,638	1,638	2,400
Storage Files	0	0	0	500
Maintenance Shop	0	636	636	1,250
Printing Area	0	0	0	0
Mail Room	0	85	85	125
Computer Room	0	360	360	400
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	9,438	9,438	13,025
Unproductive Space	0	562	562	1,315 *
AGENCY TOTAL (sq. ft.)	0	10,000	10,000	14,340

* Unproductive space projection is 21% of additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department for Facilities Management.

	Current	Projected
Operating Budget	\$ 5,665,000	\$ 6,600,000
Number of Employees	31	32

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 3 yrs.

Rental rates: Lowest and use \$4.52 (office) Highest and use N/A

Source of operating budget: General Fund 22 % Federal 45 % Agency 30 %

Agency office space per employee: 207 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 27)

(COMMENTS ON REVERSE)

Comments/Problems: None.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

EDUCATION AND HUMANITIES CABINET
DEPARTMENT OF EDUCATION

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	108,891	7,599	116,490	140,155
Conference Rooms	2,715	550	3,265	3,665
Storage Supplies	15,466	8,317	23,783	21,593
Storage Files	0	4,737	4,737	6,512
Maintenance Shop	61,461	0	61,461	61,461
Printing Area	2,078	4,000	6,078	6,078
Mail Room	2,190	0	2,190	2,190
Computer Room	2,070	1,500	3,570	3,570
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	194,871	26,703	221,574	245,224
Unproductive Space	0	0	0	28,978 *
AGENCY TOTAL (sq. ft.)	194,871	26,703	221,574	274,202

* The unproductive space projection represents 21% of the existing and projected total space, with the exception of the agency's space in the Capital Plaza Tower. The unproductive space in the Tower is assigned to the Finance and Administration Cabinet.

	Current	Projected
Operating Budget	\$ 1,345,800,000	\$ 2,051,800,000
Number of Employees	687	775

Agency is housed in 8 buildings 3 Owned 5 Leased
 Number of bldgs. leased over 5 years 2 Oldest lease 12 yrs.
 Rental rates: Lowest and use \$2.78 (printing) Highest and use \$6.70 (testing)
 Source of operating budget: General Fund 84 % Federal 15 % Agency 1 %
 Agency office space per employee: 167 sq. ft. Highest 288 Lowest 38

(AGENCY NO. 28)

(COMMENTS ON REVERSE)

Comments/Problems: The agency has three leases in excess of 5 years old - one
for 6 years, 10,974 sq. ft. for a printing center; one for 7 yrs, 1,300 office
space; and one for 12 years, 704 sq. ft. in office space.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**EDUCATION AND HUMANITIES CABINET
KENTUCKY HISTORICAL SOCIETY**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	5,100	1,200	6,300	6,000
Conference Rooms	430	0	430	3,500
Storage Supplies	2,850	8,216	11,066	20,000
Storage Files	303	0	303	0
Maintenance Shop	400	2,000	2,400	8,500
Printing Area	0	0	0	0
Mail Room	250	0	250	0
Computer Room	400	0	400	0
Laboratories	2,000	0	2,000	8,000
Mechanical Area	900	0	900	0
Cafeteria	0	0	0	0
Libraries	6,900	0	6,900	15,500
Auditorium	0	0	0	0
Commercial	24,400	0	24,400	24,400
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	43,933	11,416	55,349	85,900
Unproductive Space	5,867	0	5,867	12,000 *
AGENCY TOTAL (sq. ft.)	49,800	11,416	61,216	97,900

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 103,500	\$ 140,000
Number of Employees	72	72

Agency is housed in 5 buildings 3 Owned 2 Leased
 Number of bldgs. leased over 5 years 2 Oldest lease 11 yrs.
 Rental rates: Lowest and use \$1.03 (storage) Highest and use \$1.03 (office)
 Source of operating budget: General Fund 75 % Federal 0 % Agency 25 %
 Agency office space per employee: 88 sq. ft. Highest 120 Lowest 30
 (AGENCY NO. 29) (COMMENTS ON REVERSE)

Comments/Problems: Additional space is needed to store and display artifacts.
The currently leased space is unsuitable for office or storage, but the agency
remains in it because of its close proximity to the Old State Capitol. Agency
is charged with care and display of the Old State Capitol, the Old State
Capitol Annex, and the Old State Arsenal.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**EDUCATION AND HUMANITIES CABINET
KENTUCKY TEACHERS RETIREMENT SYSTEM**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	<u>1991 PROJ</u>
Office Space	2,131	7,934	10,065	10,065
Conference Rooms	685	240	925	925
Storage Supplies	322	480	802	802
Storage Files	852	710	1,562	1,562
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	496	120	616	616
Computer Room	78	450	528	528
Laboratories	0	0	0	0
Mechanical Area	200	0	200	200
Cafeteria	0	0	0	0
Libraries	144	0	144	144
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	4,908	9,934	14,842	14,842
Unproductive Space	7,758	400	8,158	8,158 *
AGENCY TOTAL (sq. ft.)	12,666	10,334	23,000 **	23,000

* The agency is currently constructing a new building; the unproductive space projection is actual, based on the building plans.

** The new building when completed will provide a total of 23,000 sq. ft. This will replace the 10,334 sq. ft. currently being leased (shown above as LEASED), and will provide an additional 12,666 sq. ft. (shown above as OWNED). The agency states this new building will provide all space needs for 1991.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 1,942,000</u>	<u>\$ 3,500,000</u>
Number of Employees	<u>42</u>	<u>50</u>
Agency is housed in <u>1 (new)</u> buildings	<u>1</u> Owned	<u>0</u> Leased
Number of bldgs. leased over 5 years <u>N/A</u>	Oldest lease	<u>N/A</u>
Rental rates: Lowest and use <u>N/A</u>	Highest and use	<u>N/A</u>
Source of operating budget: General Fund <u>0</u> %	Federal <u>0</u> %	Agency <u>100</u> %
Agency office space per employee: <u>239</u> sq. ft.	Highest <u>N/A</u>	Lowest <u>N/A</u>

N/A = Not applicable.
(AGENCY NO. 30)

(COMMENTS ON REVERSE)

Comments/Problems: Cost of agency's new building is projected to be \$1,936,000
or \$81 per sq. ft. The contract was awarded on January 30, 1987. Two lower
bids were received, but not accepted. Estimated date of completion of new
building: November, 1987.

Present Space Occupied by State Government in Franklin County
With 1991 Projection Totals

FINANCE AND ADMINISTRATION CABINET

CAPITAL PLAZA AUTHORITY

	OWNED	LEASED	TOTAL	1991 PROJ
Office Space	600	0	600	600
Conference Rooms	1,800	0	1,800	1,800
Storage Supplies	6,200	0	6,200	6,200
Storage Files	0	0	0	0
Maintenance Shop	900	0	900	900
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	70	0	70	70
Laboratories	0	0	0	0
Unproductive Space	31,632	0	31,632	31,632
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	43,830	0	43,830	43,830
Commercial	56,210	0	56,210	56,210
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
Agency Total	141,242	0	141,242	141,242

Operating Budget _____

Number of Employees _____

Agency housed in _____ buildings _____ Owned _____ Leased

Number of bldgs. leased over 5 years _____ Oldest lease _____

Rental rates: Lowest and use _____ Highest and use _____

Source of operating budget: General Fund _____% Federal _____% Agency _____%

Agency office space per employee: _____ Highest _____ Lowest _____

Comments/Problems: _____

(AGENCY NO. 31)

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**FINANCE AND ADMINISTRATION CABINET
KENTUCKY HOUSING CORPORATION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	1,198	9,250	10,448	14,094
Conference Rooms	1,248	685	1,933	2,689
Storage Supplies	500	546	1,046	546
Storage Files	0	1,562	1,562	1,551
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	38	38	634
Computer Room	0	600	600	600
Laboratories	0	150	150	0
Mechanical Area	100	0	100	0
Cafeteria	0	0	0	0
Libraries	0	0	0	150
Auditorium	0	0	0	0
Commercial	0	4,541	4,541	2,411
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	3,046	17,372	20,418	22,675
Unproductive Space	829	5,094	5,923	3,666 *
AGENCY TOTAL (sq. ft.)	3,875	22,466	26,341 **	26,341

* Agency is constructing a new building. The unproductive space projection is actual, based upon building plans.

** Current space OWNED reflects a smaller building the agency owns and occupies. Current space LEASED reflects the new building under construction.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 3,743,000	\$ 4,333,000
Number of Employees	<u>63</u>	<u>76</u>
Agency is housed in <u>2</u> buildings	<u>2</u> Owned	<u>0</u> Leased
Number of bldgs. leased over 5 years <u>N/A</u>	Oldest lease <u>N/A</u>	
Rental rates: Lowest and use <u>N/A</u>	Highest and use <u>N/A</u>	
Source of operating budget: General Fund <u>0</u> %	Federal <u>0</u> %	Agency <u>100</u> %
Agency office space per employee: <u>224</u> sq. ft.	Highest <u>N/A</u>	Lowest <u>N/A</u>

N/A = Not applicable.
(AGENCY NO. 32)

(COMMENTS ON REVERSE)

Comments/Problems: Agency is constructing a new building at a cost of \$1.6
million, or \$72 per sq. ft. Estimated completion date: January, 1988. The new
building will provide 4,541 sq. ft. available for lease to other entities
shown as COMMERCIAL, which the agency will gradually expand into.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**FINANCE AND ADMINISTRATION CABINET
KENTUCKY HIGHER EDUCATION ASSISTANCE AUTHORITY**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	9,300	9,300	26,790
Conference Rooms	0	450	450	2,100
Storage Supplies	0	500	500	3,000
Storage Files	0	750	750	2,000
Maintenance Shop	0	0	0	0
Printing Area	0	176	176	300
Mail Room	0	120	120	500
Computer Room	0	280	280	560
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	11,576	11,576	35,250
Unproductive Space	0	4,056	4,056	11,750 *
AGENCY TOTAL (sq. ft.)	0	15,632	15,632	47,000

* Agency's actual projection for unproductive space.

	Current	Projected
Operating Budget	\$ 3,900,000	\$ 11,000,000
Number of Employees	85	176

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 6 yrs.

Rental rates: Lowest and use \$5.25 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 109 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 33)

(COMMENTS ON REVERSE)

Comments/Problems: Agency projects that it will be responsible for 10 financial aid programs, and student loan collection will triple, by 1991 - the reason for their accelerated growth. On March 3, 1987, the agency expanded into an additional 3,500 sq. ft. (rental rate \$6.95 per sq. ft.) which was built onto the leased building they now occupy. This has not been included in their present total space occupied.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

FINANCE AND ADMINISTRATION CABINET
(Includes Secretary's Office and administrative functions)

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	146,809	29,307	176,116	203,783
Conference Rooms	8,442	2,510	10,952	11,452
Storage Supplies	123,115	17,006	140,121	150,190
Storage Files	6,940	1,200	8,140	8,455
Maintenance Shop	36,182	2,005	38,187	40,693
Printing Area	4,147	20,432	24,579	28,469
Mail Room	1,902	0	1,902	3,143
Computer Room	20,479	0	20,479	22,479
Laboratories	0	0	0	0
Mechanical Area	113,242	60	113,302	113,302
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	7,748	0	7,748	7,748
Commercial	4,323	0	4,323	4,323
Miscellaneous	2,400	0	2,400	2,400
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	475,729	72,520	548,249	596,437
Unproductive Space	421,180	4,678	425,858	436,187 *
AGENCY TOTAL (sq. ft.)	896,909	77,198	974,107	1,032,624

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 86,568,000	\$ 99,500,000
Number of Employees	1,254	1,379

Agency is housed in 28 buildings 22 Owned 6 Leased

Number of bldgs. leased over 5 years 2 Oldest lease 15 yrs.

Rental rates: Lowest and use \$1.14 (storage) Highest and use \$5.68 (office)

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 140 sq. ft. Highest 313 Lowest 15

(AGENCY NO. 34) (COMMENTS ON REVERSE)

Comments/Problems: The budget figures are for the operations of the entire Finance & Administration Cabinet. The Finance Cabinet is responsible for and controls the state buildings in this area. The unproductive space figures are high, as space not assigned to other agencies in the four major state office buildings - the Capitol and Capitol Annex, the State Office Building, and the Capital Plaza Tower - has been assigned to the Finance Cabinet. The Finance Cabinet has two leases over five years old - one for 15 years (1,835 sq. ft. in office space), and one for 8 years (54,500 sq. ft. for a print shop).

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

JUDICIAL CABINET

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	28,922	5,195	34,117	39,814
Conference Rooms	4,233	480	4,713	4,713
Storage Supplies	350	14,490	14,840	17,111
Storage Files	6,588	0	6,588	10,246
Maintenance Shop	0	1,350	1,350	1,350
Printing Area	0	4,992	4,992	4,992
Mail Room	1,480	0	1,480	1,948
Computer Room	629	1,980	2,609	2,600
Laboratories	0	120	120	120
Mechanical Area	0	192	192	0
Cafeteria	0	0	0	0
Libraries	3,534	0	3,534	3,872
Auditorium	2,250	0	2,250	11,589
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	<u>47,986</u>	<u>28,799</u>	<u>76,785</u>	<u>98,355</u>
Unproductive Space	<u>450</u>	<u>2,801</u>	<u>3,251</u>	<u>7,700</u> *
AGENCY TOTAL (sq. ft.)	48,436	31,600	80,036	106,055

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 15,300,000	\$ 19,500,000
Number of Employees	<u>218</u>	<u>225</u>

Agency is housed in 7 buildings 4 Owned 3 Leased
 Number of bldgs. leased over 5 years 2 Oldest lease 9 yrs.
 Rental rates: Lowest and use \$2.10 (storage) Highest and use \$7.00 (office)
 Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %
 Agency office space per employee: 157 sq. ft. Highest 182 Lowest 118
 (AGENCY NO. 35) (COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**JUDICIAL CABINET
JUDICIAL AND LEGISLATIVE RETIREMENT SYSTEM**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	479	479	479
Conference Rooms	0	0	0	0
Storage Supplies	0	24	24	24
Storage Files	0	81	81	81
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	166	166	166
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	750	750	750
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	0	750	750	750

* The unproductive space projection is not adjusted, as the agency is requesting no additional space.

	Current	Projected
Operating Budget	\$ 10,100	\$ 12,900
Number of Employees	<u>3</u>	<u>3</u>

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease over 7 yrs.

Rental rates: Lowest and use \$5.86 (office) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 159 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 36)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**JUSTICE CABINET
DEPARTMENT OF STATE POLICE**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	23,627	0	23,627	27,127
Conference Rooms	6,462	0	6,462	7,987
Storage Supplies	16,911	0	16,911	25,861
Storage Files	1,651	0	1,651	6,176
Maintenance Shop	15,561	0	15,561	20,861
Printing Area	487	0	487	687
Mail Room	192	0	192	292
Computer Room	2,448	0	2,448	5,648
Laboratories	4,553	0	4,553	27,553
Mechanical Area	438	0	438	438
Cafeteria	2,233	0	2,233	2,233
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	9,269	0	9,269	9,269
SUBTOTAL (sq. ft.)	83,832	0	83,832	134,132
Unproductive Space	17,065	0	17,065	27,628 *
AGENCY TOTAL (sq. ft.)	100,897	0	100,897	161,760

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget **	\$ 64,676,000	\$ 90,425,000
Number of Employees	467	500
Agency is housed in <u>5</u> buildings	<u>5</u> Owned	<u>0</u> Leased
Number of bldgs. leased over 5 years <u>N/A</u>	Oldest lease <u>N/A</u>	
Rental rates: Lowest and use <u>N/A</u>	Highest and use <u>N/A</u>	
Source of operating budget: General Fund <u>92</u> %	Federal <u>6</u> %	Agency <u>2</u> %
Agency office space per employee: <u>51</u> sq. ft.	Highest <u>300</u>	Lowest <u>23</u>

** Budget figures are for statewide operations, not just Franklin County.

N/A = Not applicable.
(AGENCY NO. 37)

(COMMENTS ON REVERSE)

Comments/Problems: Personnel includes security officers in Franklin County.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**JUSTICE CABINET
OFFICE OF JUSTICE ADMINISTRATION**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	7,200	7,200	7,200
Conference Rooms	0	1,000	1,000	1,000
Storage Supplies	0	900	900	900
Storage Files	0	500	500	500
Maintenance Shop	0	0	0	0
Printing Area	0	100	100	100
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	3,600	3,600	3,600
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	13,300	13,300	13,300
Unproductive Space	0	0	0	2,700 *
AGENCY TOTAL (sq. ft.)	0	13,300	13,300	16,000

* The unproductive space projection is 21% over the total projected useable space, since no current unproductive space figure was provided by the agency. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 480,000	\$ 480,000
Number of Employees	25	30

Agency is housed in 2 buildings 0 Owned 2 Leased
 Number of bldgs. leased over 5 years 0 Oldest lease 2 yrs.
 Rental rates: Lowest and use \$4.00 (off.&lab) Highest and use \$6.25 (office)
 Source of operating budget: General Fund 62 % Federal 31 % Agency 7 %
 Agency office space per employee: 288 sq. ft. Highest 290 Lowest 266

(AGENCY NO. 38)

(COMMENTS ON REVERSE)

Comments/Problems: Agency has a forensic lab. No additional space is requested
even though the agency has projected a 20% increase in staff. If the new
employees are absorbed into the current space, the office space per employee
will still be 240 sq. ft., well above the norm.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**LABOR CABINET
KY OCCUPATIONAL SAFETY & HEALTH REVIEW COMMISSION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	1,056	0	1,056	1,300
Conference Rooms	0	0	0	0
Storage Supplies	0	0	0	0
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	1,056	0	1,056	1,300
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	1,056	0	1,056	1,300

* The unproductive space projection is not adjusted, as the agency is located in the Capital City Airport Building. The unproductive space in this building is assigned to the Department of Military Affairs.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 290,000	\$ 340,000
Number of Employees	4	5

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 0 % Federal 50 % Agency 50 %

Agency office space per employee: 264 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 39)

(COMMENTS ON REVERSE)

Comments/Problems: Employee space ratio is high at approximately 264 sq. ft.
per person. If the requested additional employee is absorbed into the current
space, the space per employee will be 211 sq. ft., yet the agency is still
requesting additional space.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

LABOR CABINET

(Entire cabinet, excluding KOSH Commission)

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	40,243	40,243	59,410
Conference Rooms	0	800	800	1,183
Storage Supplies	0	4,880	4,880	1,268
Storage Files	0	10,300	10,300	11,516
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	400	400	437
Computer Room	0	0	0	237
Laboratories	0	0	0	0
Mechanical Area	0	0	0	100
Cafeteria	0	0	0	0
Libraries	0	0	0	687
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	56,623	56,623	74,838
Unproductive Space	0	7,100	7,100	11,000 *
CABINET TOTAL (sq. ft.)	0	63,723	63,723	85,838

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 11,012,028	\$ 13,818,874
Number of Employees	252	276

Agency is housed in 2 buildings 0 Owned 2 Leased

Number of bldgs. leased over 5 years 2 Oldest lease 13 yrs.

Rental rates: Lowest and use \$2.60 (storage) Highest and use \$5.35 (office)

Source of operating budget: General Fund 10 % Federal 11 % Agency 79 %

Agency office space per employee: 159 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 40)

(COMMENTS ON REVERSE)

Comments/Problems: The budget indicated is administration less the benefits
paid through the Special Fund. Both the agency's leases are over 5 years - one
for 59,343 sq. ft. in office space for 13 years, and one for 4,380 sq. ft. in
storage space for 8 years.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**LEGISLATIVE CABINET
LEGISLATIVE RESEARCH COMMISSION**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	43,589	1,836	45,425	53,625
Conference Rooms	12,895	0	12,895	15,967
Storage Supplies	840	4,664	5,504	5,304
Storage Files	0	0	0	200
Maintenance Shop	0	0	0	0
Printing Area	5,256	0	5,256	5,256
Mail Room	532	0	532	532
Computer Room	1,536	0	1,536	1,536
Laboratories	0	0	0	0
Mechanical Area	2,176	0	2,176	2,176
Cafeteria	0	0	0	0
Libraries	1,024	0	1,024	1,024
Auditorium	9,696	0	9,696	9,696
Commercial	684	0	684	684
Miscellaneous	1,440	0	1,440	1,440
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	79,668	6,500	86,168	97,440
Unproductive Space	6,910	0	6,910	7,897 *
AGENCY TOTAL (sq. ft.)	86,578	6,500	93,078	105,337

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 10,500,000	\$ 12,200,000
Number of Employees	219	219

Agency is housed in 3 buildings 2 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 9 yrs.

Rental rates: Lowest and use \$3.75 (storage) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: N/A Interim 127.5 Session 105

N/A = Not applicable.
(AGENCY NO. 41)

(COMMENTS ON REVERSE)

Comments/Problems: Office space per employee is calculated by dividing total office space by total number of employees plus legislators. The lowest ratio is during the Session, when additional G.A. employees are hired. The highest ratio is for agency-wide during the interim; however, the ratio for the Fourth Floor of the Capitol during the interim is 89 sq. ft. per person.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
DEPARTMENT FOR ENVIRONMENTAL PROTECTION

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	40,990	40,990	54,663
Conference Rooms	0	1,428	1,428	1,642
Storage Supplies	0	11,005	11,005	10,667
Storage Files	0	2,523	2,523	2,960
Maintenance Shop	0	3,689	3,689	2,641
Printing Area	0	643	643	235
Mail Room	0	100	100	100
Computer Room	0	388	388	511
Laboratories	0	5,265	5,265	9,285
Mechanical Area	0	0	0	1,036
Cafeteria	0	0	0	0
Libraries	0	692	692	692
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	120	120	120
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	66,843	66,843	84,552
Unproductive Space	0	19,617	19,617	19,460 *
AGENCY TOTAL (sq. ft.)	0	86,460	86,460	104,012

* This is the agency's actual projection for unproductive space. It was not adjusted.

	Current	Projected
Operating Budget	\$ 17,261,800	\$ 23,285,085
Number of Employees	349	403

Agency is housed in 6 buildings 0 Owned 6 Leased
 Number of bldgs. leased over 5 years 3 Oldest lease 8 yrs.
 Rental rates: Lowest and use \$3.75 (storage) Highest and use \$6.25 (office)
 Source of operating budget: General Fund 59 % Federal 33 % Agency 8 %
 Agency office space per employee: 117 sq. ft. Highest 242 Lowest 48

(COMMENTS ON REVERSE)

N/A = Not applicable.
(AGENCY NO. 42)

Comments/Problems: All of Environmental Protection's leased space is a part of
the Ash Properties complex. The agency has 3 leases over 5 yrs. old: one for
4,979 sq. ft. in office space for 8 yrs., and two for 51,000 total sq. ft. in
office space for 6 yrs.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
DEPARTMENT FOR NATURAL RESOURCES

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	1,828	16,848	18,676	19,678
Conference Rooms	1,634	1,301	2,935	2,959
Storage Supplies	1,230	5,175	6,405	6,409
Storage Files	528	224	752	778
Maintenance Shop	6,185	0	6,185	6,185
Printing Area	36	200	236	236
Mail Room	0	0	0	0
Computer Room	451	299	750	750
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	11,892	24,047	35,939	36,995
Unproductive Space	479	6,594	7,073	7,017 *
AGENCY TOTAL (sq. ft.)	12,371	30,641	43,012	44,012

* The unproductive space projection was not adjusted, as the agency's request for additional space was minimal.

	Current	Projected
Operating Budget	\$ 13,804,000	\$ 17,417,000
Number of Employees	84	91

Agency is housed in 5 buildings 1 Owned 4 Leased

Number of bldgs. leased over 5 years 3 Oldest lease 13 yrs.

Rental rates: Lowest and use \$2.00 (storage) Highest and use \$4.50 (office)

Source of operating budget: General Fund 29 % Federal 19 % Agency 52 %

Agency office space per employee: 222 sq. ft. Highest 267 Lowest 182

(AGENCY NO. 43) (COMMENTS ON REVERSE)

Comments/Problems: Agency has three leases over 5 yrs. old: one for 12,800
sq. ft. in office for 13 yrs.; one for 3,372 sq. ft. in office for 12 yrs.; and
one for 8,069 sq. ft. in office space for 5 yrs.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
DEPT. FOR SURFACE MINING RECLAMATION & ENFORCEMENT

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	22,854	0	22,854	30,200
Conference Rooms	425	0	425	700
Storage Supplies	431	0	431	600
Storage Files	4,370	0	4,370	6,000
Maintenance Shop	0	0	0	0
Printing Area	405	0	405	500
Mail Room	0	0	0	0
Computer Room	170	0	170	350
Laboratories	0	0	0	0
Mechanical Area	80	0	80	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	28,735	0	28,735	38,350
Unproductive Space	125	0	125	125 *
AGENCY TOTAL (sq. ft.)	28,860	0	28,860	38,475

* The unproductive space projection was not adjusted, as the agency is located primarily in the Capital Plaza Tower, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet.

	Current	Projected
Operating Budget	\$ 10,997,000	\$ 12,653,000
Number of Employees	184	209

Agency is housed in 3 buildings 3 Owned 0 Leased
 Number of bldgs. leased over 5 years N/A Oldest lease N/A
 Rental rates: Lowest and use N/A Highest and use N/A
 Source of operating budget: General Fund 42 % Federal 57 % Agency 1 %
 Agency office space per employee: 124 sq. ft. Highest N/A Lowest N/A

(COMMENTS ON REVERSE)

N/A = Not applicable.
(AGENCY NO. 44)

Comments/Problems: None.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
ENVIRONMENTAL QUALITY COMMISSION

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	220	220	276
Conference Rooms	0	0	0	0
Storage Supplies	0	15	15	40
Storage Files	0	41	41	60
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	276	276	376
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	0	276	276	376

* The unproductive space projection was not adjusted, as the additional space requested by the agency is minimal.

	Current	Projected
Operating Budget	\$ 86,200	\$ 100,000
Number of Employees	2	2

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 6 yrs.

Rental rates: Lowest and use \$4.25 (office) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 110 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 45)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
KENTUCKY NATURE PRESERVES COMMISSION**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	0	2,850	2,850	3,000
Conference Rooms	0	100	100	200
Storage Supplies	0	1,000	1,000	1,000
Storage Files	0	408	408	408
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	100
Laboratories	0	264	264	300
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	<u>0</u>	<u>4,622</u>	<u>4,622</u>	<u>5,008</u>
Unproductive Space	<u>0</u>	<u>1,287</u>	<u>1,287</u>	<u>1,287</u> *
AGENCY TOTAL (sq. ft.)	0	5,909	5,909	6,295

* The unproductive space projection was not adjusted, as the additional space requested by the agency is minimal.

	<u>Current</u>	<u>Projected</u>
Operating Budget	<u>\$ 516,000</u>	<u>\$ 530,000</u>
Number of Employees	<u>8</u>	<u>8</u>

Agency is housed in 1 buildings 0 Owned 1 Leased
 Number of bldgs. leased over 5 years 1 Oldest lease 14 yrs.
 Rental rates: Lowest and use \$2.80 (office) Highest and use N/A
 Source of operating budget: General Fund 76 % Federal 24 % Agency 39 %
 Agency office space per employee: 356 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 46)

(COMMENTS ON REVERSE)

Comments/Problems: Agency has leased 5,909 sq. ft. in office space for 14 yrs.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION CABINET
(Includes Secretary's Office and administrative functions)**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	18,462	0	18,462	24,700
Conference Rooms	510	0	510	1,000
Storage Supplies	188	0	188	200
Storage Files	440	1,746	2,186	500
Maintenance Shop	0	0	0	0
Printing Area	250	0	250	300
Mail Room	170	0	170	200
Computer Room	2,650	921	3,571	2,700
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	400	0	400	500
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	23,070	2,667	25,737	30,100
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	23,070	2,667	25,737	30,100

* The unproductive space projection was not adjusted, as the agency is located primarily in the Capital Plaza Tower, one of the four major state office buildings for which the unproductive space was assigned to the Finance and Administration Cabinet.

	Current	Projected
Operating Budget	\$ 2,955,000	\$ 4,256,000
Number of Employees	112	131

Agency is housed in 3 buildings 1 Owned 2 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 7 yrs.

Rental rates: Lowest and use \$3.75 (storage) Highest and use \$5.25 (office)

Source of operating budget: General Fund 62 % Federal 6 % Agency 32 %

Agency office space per employee: 176 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 47)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
BOARD OF CLAIMS/CRIME VICTIMS COMPENSATION BOARD**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	1,142	1,142	1,700
Conference Rooms	0	295	295	300
Storage Supplies	0	70	70	100
Storage Files	0	517	517	300
Maintenance Shop	0	0	0	0
Printing Area	0	43	43	100
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	2,067	2,067	2,500
Unproductive Space	0	792	792	91 *
AGENCY TOTAL (sq. ft.)	0	2,859	2,859	2,591

* The unproductive space projection is 21% of the total projected useable space, including the current useable space. The agency is located in an old residence inefficiently designed to function as an office, so its current unproductive space figure is much higher.

	Current	Projected
Operating Budget	\$ 1,337,000	\$ 1,558,000
Number of Employees	9	10

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 11 yrs.

Rental rates: Lowest and use \$2.10 (office) Highest and use N/A

Source of operating budget: General Fund 56 % Federal 16 % Agency 28 %

Agency office space per employee: 127 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 48)

(COMMENTS ON REVERSE)

Comments/Problems: Agency is located in a 100-yr. old house (formerly a
residence). If located in an efficiently arranged office building, less space
would be needed. This lease is 11 years old, 2,859 sq. ft., at \$500/month.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
DEPARTMENT FOR PUBLIC ADVOCACY**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	13,341	13,341	13,742
Conference Rooms	0	204	204	1,000
Storage Supplies	0	247	247	1,000
Storage Files	0	400	400	0
Maintenance Shop	0	0	0	0
Printing Area	0	176	176	0
Mail Room	0	106	106	200
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	796	796	2,000
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	15,270	15,270	17,942
Unproductive Space	0	172	172	733 *
AGENCY TOTAL (sq. ft.)	0	15,442	15,442	18,675

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 7,164,000	\$ 10,201,000
Number of Employees	61	75

Agency is housed in 2 buildings 0 Owned 2 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 2 yrs.

Rental rates: Lowest and use \$2.40 (storage) Highest and use \$4.75 (office)

Source of operating budget: General Fund 94 % Federal 4 % Agency 2 %

Agency office space per employee: 219 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 49)

(COMMENTS ON REVERSE)

Comments/Problems: Agency estimates a 42% budget growth, a 23% personnel growth, and a 17% space growth, due to anticipated growth of federal programs. Agency is presently leasing space on opposite sides of Frankfort. Current office space per person is approximately 219 sq. ft. It appears the agency could absorb the estimated additional employees into its current space, and still have 171 sq. ft. of office space per employee.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL**

	<u>CURRENT SPACE IN SQUARE FEET</u>			<u>AGENCY 1991 PROJ</u>
	<u>OWNED</u>	<u>LEASED</u>	<u>TOTAL</u>	
Office Space	0	2,452	2,452	2,452
Conference Rooms	0	954	954	954
Storage Supplies	0	216	216	216
Storage Files	0	360	360	360
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	136	136	136
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	4,118	4,118	4,118
Unproductive Space	0	1,098	1,098	1,098 *
AGENCY TOTAL (sq. ft.)	0	5,216	5,216	5,216

* The unproductive space projection was not adjusted, as the agency is requesting no additional space.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 1,437,000	\$ 2,500,000
Number of Employees	<u>20</u>	<u>25</u>

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 14 yrs.

Rental rates: Lowest and use \$6.50 (office) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 122 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 50)

(COMMENTS ON REVERSE)

Comments/Problems: The budget and personnel increases are to provide for extra
duties as more local areas go from dry to wet. The agency has occupied this
space for 14 years.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

PUBLIC PROTECTION AND REGULATION CABINET
DEPARTMENT OF FINANCIAL INSTITUTIONS

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	4,232	4,232	7,400
Conference Rooms	0	500	500	1,300
Storage Supplies	0	0	0	300
Storage Files	0	300	300	600
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	100	100	200
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	5,132	5,132	9,800
Unproductive Space	0	5,236	5,236	2,000 *
AGENCY TOTAL (sq. ft.)	0	10,368	10,368	11,800

* See COMMENT Section.

	Current	Projected
Operating Budget	\$ 2,797,000	\$ 3,570,000
Number of Employees	37	41

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 12 yrs.

Rental rates: Lowest and use \$3.85 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 114 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 51)

(COMMENTS ON REVERSE)

Comments/Problems: The agency would like to have its own building. The request for the new building may be included in the agency's request for the next biennium. The agency has been in this leased space for 12 yrs. The unproductive space is rather high at 50% in the leased space, when compared to the standard range of 21% to 37%. The unproductive space projection is based upon 21% of the agency's projected need for useable space.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

PUBLIC PROTECTION AND REGULATION CABINET
DEPARTMENT OF HOUSING, BUILDINGS, AND CONSTRUCTION

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	17,719	17,719	17,719
Conference Rooms	0	795	795	795
Storage Supplies	0	1,788	1,788	1,788
Storage Files	0	788	788	788
Maintenance Shop	0	0	0	0
Printing Area	0	255	255	255
Mail Room	0	128	128	128
Computer Room	0	400	400	400
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	21,873	21,873	21,873
Unproductive Space	0	224	224	224 *
AGENCY TOTAL (sq. ft.)	0	22,097	22,097	22,097

* The unproductive space projection was not adjusted, since no additional space was requested by the agency.

	Current	Projected
Operating Budget	\$ 14,558,000	\$ 16,464,000
Number of Employees	<u>86</u>	<u>86</u>

Agency is housed in 2 buildings 0 Owned 2 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 10 yrs.

Rental rates: Lowest and use \$2.60 (storage) Highest and use \$5.35 (office)

Source of operating budget: General Fund 16 % Federal 84 % Agency 0 %

Agency office space per employee: 206 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 52)

(COMMENTS ON REVERSE)

Comments/Problems: Employee count reflects only those employees working in
Franklin County. The operating budget is for the entire agency, including that
outside of Franklin County.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

PUBLIC PROTECTION AND REGULATION CABINET
DEPARTMENT OF INSURANCE

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	16,025	16,025	24,000
Conference Rooms	0	2,425	2,425	2,425
Storage Supplies	0	765	765	765
Storage Files	0	1,430	1,430	2,000
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	400	400	400
Computer Room	0	405	405	600
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	21,450	21,450	30,190
Unproductive Space	0	765	765	3,000 *
AGENCY TOTAL (sq. ft.)	0	22,215	22,215	33,190

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 3,940,000	\$ 5,627,000
Number of Employees	77	90

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 3 yrs.

Rental rates: Lowest and use \$6.00 (office) Highest and use N/A

Source of operating budget: General Fund 0 % Federal 0 % Agency 100 %

Agency office space per employee: 208 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 53)

(COMMENTS ON REVERSE)

Comments/Problems: Actual utility charge on the leased space is \$2.26 per sq. ft., which the agency pays in addition to the rent. The lease is 3 yrs. old. The \$6.00 per sq. ft. rent is higher than the average paid by the state, however, it is comparable to the current rate for new leases.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
KENTUCKY BOARD OF TAX APPEALS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	630	0	630	630
Conference Rooms	230	0	230	230
Storage Supplies	62	0	62	62
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	922	0	922	922
Unproductive Space	0	0	0	0 *
AGENCY TOTAL (sq. ft.)	922	0	922	922

* The unproductive space projection is not adjusted because no additional space is requested. The agency is housed in the Capital City Airport; the unproductive space in this facility is assigned to the Department of Military Affairs.

	Current	Projected
Operating Budget	\$ 219,000	\$ 230,000
Number of Employees	2	2

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 315 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 54)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
(Includes Secretary's Office only)**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	1,464	0	1,464	1,724
Conference Rooms	0	0	0	260
Storage Supplies	250	0	250	395
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	1,714	0	1,714	2,379
Unproductive Space	621	0	621	621 *
AGENCY TOTAL (sq. ft.)	2,335	0	2,335	3,000

* The unproductive space figure shown as current and projected is the space occupied by a reception area. This agency is located in the Capital City Airport Building, a building for which all other unproductive space has been assigned to the Department of Military Affairs.

	Current	Projected
Operating Budget	\$ 335,700	\$ 419,700
Number of Employees	6	8

Agency is housed in 1 buildings 1 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 244 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 55)

(COMMENTS ON REVERSE)

Comments/Problems: The agency's office space per employee figure is high at 244
sq. ft. per person. If the requested additional employees are absorbed into
the current space, the office space per employee would be 183 sq. ft. Yet the
agency is requesting additional space. The norm for state government is 100
sq. ft. per employee.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**PUBLIC PROTECTION AND REGULATION CABINET
PUBLIC SERVICE COMMISSION**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	16,034	16,034	23,750
Conference Rooms	0	3,067	3,067	3,600
Storage Supplies	0	751	751	1,100
Storage Files	0	1,638	1,638	1,750
Maintenance Shop	0	0	0	0
Printing Area	0	0	0	0
Mail Room	0	180	180	250
Computer Room	0	532	532	800
Laboratories	0	0	0	4,750
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	583	583	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	22,785	22,785	36,000
Unproductive Space	0	13,431	13,431	16,200 *
AGENCY TOTAL (sq. ft.)	0	36,216	36,216	52,200

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 4,934,000	\$ 6,808,000
Number of Employees	130	164

Agency is housed in 2 buildings 0 Owned 2 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 9 yrs.

Rental rates: Lowest and use \$6.34 (office) Highest and use \$6.50 (office)

Source of operating budget: General Fund 98 % Federal 2 % Agency 0 %

Agency office space per employee: 123 sq. ft. Highest 124 Lowest 120

(AGENCY NO. 56) (COMMENTS ON REVERSE)

Comments/Problems: The building on Schenkel Lane was a built-to-suit lease, and
has been leased to the state for 9 years. The \$6.50 per sq. ft. rental rate is
higher than the average.

Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals

**PUBLIC PROTECTION AND REGULATION CABINET
REGISTRY OF ELECTION FINANCE**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	0	1,372	1,372	1,372
Conference Rooms	0	440	440	440
Storage Supplies	0	196	196	196
Storage Files	0	196	196	196
Maintenance Shop	0	0	0	0
Printing Area	0	98	98	98
Mail Room	0	35	35	35
Computer Room	0	0	0	0
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	148	148	148
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	0	2,485	2,485	2,485
Unproductive Space	0	515	515	515 *
AGENCY TOTAL (sq. ft.)	0	3,000	3,000	3,000

* The unproductive space projection was not adjusted because no additional space was requested by the agency.

	Current	Projected
Operating Budget	\$ 281,000	\$ 330,000
Number of Employees	7	8

Agency is housed in 1 buildings 0 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 13 yrs.

Rental rates: Lowest and use \$3.50 (office) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 106 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 57)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

REVENUE CABINET

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	38,619	42,008	80,627	160,000
Conference Rooms	1,728	607	2,335	2,000
Storage Supplies	456	16,440	16,896	11,000
Storage Files	768	19,200	19,968	20,000
Maintenance Shop	0	0	0	0
Printing Area	256	0	256	0
Mail Room	512	1,800	2,312	2,000
Computer Room	3,512	120	3,632	5,000
Laboratories	0	0	0	0
Mechanical Area	1,847	1,078	2,925	0
Cafeteria	0	0	0	0
Libraries	768	0	768	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	48,466	81,253	129,719	200,000
Unproductive Space	3,196	10,113	13,309	28,000 *
CABINET TOTAL (sq. ft.)	51,662	91,366	143,028	228,000

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	Current	Projected
Operating Budget	\$ 557,000	\$ 849,000
Number of Employees	697	950

Agency is housed in 7 buildings 2 Owned 5 Leased

Number of bldgs. leased over 5 years 2 Oldest lease 15 yrs.

Rental rates: Lowest and use \$2.55 (storage) Highest and use \$4.35 (office)

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 107 sq. ft. Highest 180 Lowest 95

(AGENCY NO. 58)

(COMMENTS ON REVERSE)

Comments/Problems: Agency is scattered all over Frankfort, and has a total of
35,640 sq. ft. in storage leased. Agency has 3 leases over 5 yrs. old - one
for 20,000 in storage 15 years old, one for 17,766 sq. ft. in office space 5
yrs. old, and one for 14,400 sq. ft. in office space 6 yrs. old.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**TOURISM CABINET
DEPARTMENT OF FISH AND WILDLIFE**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	17,677	0	17,677	17,677
Conference Rooms	1,149	0	1,149	1,149
Storage Supplies	28,004	0	28,004	33,004
Storage Files	684	0	684	684
Maintenance Shop	14,522	0	14,522	14,522
Printing Area	1,540	0	1,540	1,540
Mail Room	616	0	616	616
Computer Room	153	0	153	153
Laboratories	608	0	608	608
Mechanical Area	3,034	0	3,034	3,034
Cafeteria	0	0	0	0
Libraries	368	0	368	368
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	20,118	0	20,118	20,118
Dormitories	6,500	0	6,500	6,500
SUBTOTAL (sq. ft.)	94,973	0	94,973	99,973
Unproductive Space	6,454	0	6,454	6,454 *
AGENCY TOTAL (sq. ft.)	101,427	0	101,427	106,427

* The unproductive space projection was not revised for this agency, since the only requested additional space was 5,000 sq. ft. in storage.

	Current	Projected
Operating Budget	\$ 12,700,000	\$ 13,900,000
Number of Employees	128	140

Agency is housed in 33 buildings 33 Owned 0 Leased

Number of bldgs. leased over 5 years N/A Oldest lease N/A

Rental rates: Lowest and use N/A Highest and use N/A

Source of operating budget: General Fund 0 % Federal 15 % Agency 85 %

Agency office space per employee: 136 sq. ft. Highest 174 Lowest 38

N/A = Not applicable.
(AGENCY NO. 59)

(COMMENTS ON REVERSE)

Comments/Problems: The Department of Fish and Wildlife is housed in 5 buildings
and 4 complexes. The complexes consist of specialized areas grouped as one
unit. EXAMPLE: The Fish Hatchery at Switzer is counted as one complex.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

**TOURISM CABINET
DEPARTMENT OF PARKS**

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	13,214	1,010	14,224	19,224
Conference Rooms	547	0	547	547
Storage Supplies	112	5,350	5,462	5,462
Storage Files	791	0	791	791
Maintenance Shop	0	6,240	6,240	6,240
Printing Area	149	0	149	149
Mail Room	160	0	160	160
Computer Room	635	0	635	635
Laboratories	0	0	0	0
Mechanical Area	0	0	0	0
Cafeteria	18,465	0	18,465	18,465
Libraries	0	0	0	0
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	34,073	12,600	46,673	51,673
Unproductive Space	3,632	0	3,632	5,000 *
AGENCY TOTAL (sq. ft.)	37,705	12,600	50,305	56,673

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget **	\$ 6,569,000	\$ 7,318,000
Number of Employees	<u>165</u>	<u>165</u>

Agency is housed in 5 buildings 3 Owned 2 Leased

Number of bldgs. leased over 5 years 2 Oldest lease 11 yrs.

Rental rates: Lowest and use \$1.50 (storage) Highest and use \$1.60 (storage)

Source of operating budget: General Fund 34 % Federal 0 % Agency 66 %

Agency office space per employee: 102 sq. ft. Highest 102 Lowest 76

** Budget figures are for Franklin County only.

(AGENCY NO. 60)

(COMMENTS ON REVERSE)

Comments/Problems: None.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

TOURISM CABINET

(Includes Secretary's Office and administrative functions)

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	5,811	168	5,979	13,915
Conference Rooms	0	0	0	400
Storage Supplies	725	4,891	5,616	775
Storage Files	0	0	0	0
Maintenance Shop	0	0	0	0
Printing Area	125	0	125	200
Mail Room	0	0	0	0
Computer Room	0	0	0	0
Laboratories	0	0	0	100
Mechanical Area	0	0	0	0
Cafeteria	0	0	0	0
Libraries	0	0	0	225
Auditorium	0	0	0	0
Commercial	0	0	0	0
Miscellaneous	0	81	81	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	6,661	5,140	11,801	15,615
Unproductive Space	2,617	0	2,617	3,812 *
AGENCY TOTAL (sq. ft.)	9,278	5,140	14,418	19,427

* Unproductive space figure for 1991 is the agency's projection, which is greater than the industry norm of 21%.

	Current	Projected
Operating Budget	\$ 3,567,000	\$ 6,600,000
Number of Employees	59	72

Agency is housed in 2 buildings 1 Owned 1 Leased

Number of bldgs. leased over 5 years 1 Oldest lease 6 yrs.

Rental rates: Lowest and use \$2.50 (storage) Highest and use N/A

Source of operating budget: General Fund 100 % Federal 0 % Agency 0 %

Agency office space per employee: 100 sq. ft. Highest N/A Lowest N/A

N/A = Not applicable.
(AGENCY NO. 61)

(COMMENTS ON REVERSE)

Comments/Problems: Agency has been leasing 5,140 sq. ft. in storage for 6 years at \$2.50 per sq. ft. Since only 10% of the leased storage space is actually in use, the storage space could be decreased as is indicated in the agency's 1991 projection of 775 sq. ft. for storage.

**Present Space Occupied by State Government in Franklin County
With Agency's 1991 Projection Totals**

TRANSPORTATION CABINET

	CURRENT SPACE IN SQUARE FEET			AGENCY 1991 PROJ
	OWNED	LEASED	TOTAL	
Office Space	225,438	2,756	228,194	250,694
Conference Rooms	6,857	294	7,151	7,951
Storage Supplies	152,892	13,355	166,247	168,247
Storage Files	22,344	506	22,850	25,850
Maintenance Shop	57,772	0	57,772	61,772
Printing Area	11,219	0	11,219	11,219
Mail Room	1,890	0	1,890	1,890
Computer Room	2,748	36	2,784	5,154
Laboratories	14,038	0	14,038	20,038
Mechanical Area	1,250	0	1,250	1,250
Cafeteria	0	0	0	0
Libraries	375	0	375	375
Auditorium	0	0	0	0
Commercial	544	0	544	544
Miscellaneous	0	0	0	0
Dormitories	0	0	0	0
SUBTOTAL (sq. ft.)	497,367	16,947	514,314	554,984
Unproductive Space	7,571	1,553	9,124	18,000 *
AGENCY TOTAL (sq. ft.)	504,938	18,500	523,438	572,984

* The unproductive space projection is 21% of the additional space requested by the agency added to the current unproductive space figure. The 21% figure is an industry standard for unproductive space recognized by other states and the Department of Facilities Management.

	<u>Current</u>	<u>Projected</u>
Operating Budget	\$ 654,137,000	\$ 655,166,00
Number of Employees	<u>1,661</u>	<u>1,811</u>

Agency is housed in 42 buildings 39 Owned 3 Leased

Number of bldgs. leased over 5 years 0 Oldest lease 4 yrs.

Rental rates: Lowest and use \$1.25 (storage) Highest and use \$6.50 (office)

Source of operating budget: General Fund 1 % Federal 34 % Agency 65 %

Agency office space per employee: 137 sq. ft. Highest ~~288~~
888 Lowest 42

(AGENCY NO. 62) (COMMENTS ON REVERSE)

Comments/Problems: The agency budget includes statewide operations. The Road
Fund is listed under agency funds.

APPENDICES

APPENDIX A

Senate Concurrent Resolution No. 30



GENERAL ASSEMBLY
COMMONWEALTH OF KENTUCKY
REGULAR SESSION 1986

SENATE CONCURRENT RESOLUTION NO. 30

TUESDAY, FEBRUARY 11, 1986

The following concurrent resolution was reported to the House
from the Senate and ordered to be printed.

A CONCURRENT RESOLUTION directing a study of the space needs of state government in Frankfort.

WHEREAS, the 1985 budget requests of agencies of the Commonwealth had requests for two separate office buildings; and

WHEREAS, the 1985 budget requests of agencies of the Commonwealth had requests for two separate laboratories; and

WHEREAS, the last space study done on the needs of the state was done in 1977; and

WHEREAS, some of the state agencies are spread over two or more buildings in Frankfort; and

WHEREAS, the Commonwealth is now leasing in excess of 600,000 square feet of space in Frankfort; and

WHEREAS, it is the objective of the General Assembly to provide needed space for the Commonwealth in the most economical and efficient manner;

NOW, THEREFORE,

Be it resolved by the Senate of the General Assembly of the Commonwealth of Kentucky, the House of Representatives concurring therein:

1 Section 1. That the Capital Construction and
2 Equipment Purchase Oversight Committee is hereby directed
3 to conduct during the 1986-88 interim a study of the space

1 needs of the Commonwealth in Frankfort. In conducting this
2 study, the committee is directed to examine the needs of
3 the executive, judicial, and legislative branches of state
4 government.

5 Section 2. The Facilities Management Division of the
6 Finance and Administration Cabinet and the Facilities
7 Administrator of the Administrative Office of the Courts
8 are directed to work with the Capital Construction and
9 Equipment Purchase Oversight Committee in conducting the
10 study.

11 Section 3. A report of the findings shall be
12 completed and made available to the General Assembly, the
13 Chief Justice, and the Governor no later than October 1,
14 1987.

15 Section 4. Staff services to be utilized in
16 completing this study are estimated to cost \$20,000. These
17 staff services shall be provided from the regular budget
18 of the Legislative Research Commission and are subject to
19 the limitations and other research responsibilities of the
20 commission.

APPENDIX B

Five Buildings Constructed or Purchased in Franklin County within the Last Two Years

FIVE BUILDINGS CONSTRUCTED OR PURCHASED
WITHIN THE LAST TWO YEARS

A. TEACHERS RETIREMENT BUILDING (East Main Street)

Capacity: 24,000 sq. ft. Cost: \$1,936,000.

- Bid awarded January, 1987. Nine bidders within 5% of award.
- Under construction now - will be a 3-story building.
- Price excludes cost of land.
- Cost per square foot: \$80.60.

B. KENTUCKY HOUSING CORPORATION (1225 Louisville Road)

Capacity: 22,466 sq. ft. Cost: \$1,630,000.

- Bid awarded January, 1987. Multiple bidders.
- Under construction now - will be a 3-story building.
- Prevailing wage increased the cost by 6%, according to architect.
- Price excludes cost of land.
- Cost per square foot: \$72.50.

C. KENTUCKY RETIREMENT SYSTEMS (Louisville Road)

Capacity: 48,457 sq. ft. Cost: \$3,225,000.

- Purchased in 1986 after completion of construction.
- One-story building.
- Price includes cost of land.
- Cost per square foot: \$67.00.

D. PRIVATE SECTOR BUILDING (Capitol Avenue)

Capacity: 15,500 sq. ft.

Cost: \$750,000.

- Built in 1985.
- Three-story building, with basement parking.
- Architect reports good bid climate.
- Price excludes cost of land.
- Cost per square foot: \$54.00.

E. PRIVATE SECTOR BUILDING (High Street)

Capacity: 22,500 sq. ft.

Cost: \$1,778,000.

- Built in 1985.
- Three-story building, masonry construction.
- Design/build contract.
- Price excludes specialized expenses.
- Price excludes cost of land.
- Cost per square foot: \$79.00.

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APPENDIX C

Pre-Engineered Steel Storage Building Cost Estimates

PRE-ENGINEERED STEEL STORAGE BUILDING COST

(per phone conversation with 3 local contractors on 4/23/87)

1. BUTLER BUILDING SYSTEMS (Butler Construction Co.)Private sector built - one-story pre-engineered steel with HVAC on concrete slab.

Maintenance/storage building cost:	\$18-20 per sq. ft.
Same building finished as office building:	\$30 per sq. ft.

Government built - same building including prevailing wage rates and state bid.

Maintenance/storage building cost:	\$30 per sq. ft.
Same building finished as office building:	\$45 per sq. ft.

2. MORTON BUILDING SYSTEMSPrivate sector built - one-story pre-engineered steel with HVAC on concrete slab.

Maintenance/storage building:	\$20-30 per sq. ft.
Same building finished as office building:	\$40 per sq. ft.

Government built - same building including prevailing wage rates and state bid.

Maintenance/storage building:	\$39 per sq. ft.
Same building finished as office building:	\$52 per sq. ft.

3. AMERICAN BUILDING SYSTEM (Mattingly Construction Co.)Private sector built - one-story pre-engineered steel with HVAC on concrete slab.

Maintenance/storage building:	\$20-30 per sq. ft.
Same building finished as office building:	\$40 per sq. ft.

Government built - same building including prevailing wage rates and state bid.

Maintenance/storage building:	\$25-35 per sq. ft.
Same building finished as office building:	\$45 per sq. ft.

APPENDIX D

Sample Questionnaire

QUESTIONNAIRE OF STATE AGENCY SPACE NEEDSBRANCH: _____CABINET: _____AGENCY: _____HISTORICAL BACKGROUND AND
SUMMARY OF PRESENT AND FUTURE NEEDS

	<u>PAST FY 1979</u>	<u>PRESENT FY 1986</u>	<u>PROJECTED FY 1991</u>
Number of employees in Franklin County:	_____	_____	_____
Total square footage occupied:	_____	_____	_____
Total operating budget:	_____	_____	_____

Explain any increase/decrease from the 1979 figures for both the present year and the projected needs.

CABINET: _____
AGENCY: _____
DEPARTMENT: _____
DIVISION: _____

SPACE NOW OCCUPIED

(Use separate sheet for each building or portion used by this agency.)

Building Address: _____

Predominant Use of Building: _____

Example: Office, storage, laboratory, etc.

Number of Employees in Building: _____

Breakdown by Function: Administrative _____
Clerical _____
Field personnel _____
Other _____

Total Square Feet in Building or Space Leased: _____

No. of Parking Spaces Allotted to Building or Space Leased: _____

CHECK ONE: State owned _____ Leased _____

SPACE UTILIZATION
IN SQUARE FEET

- (1) Office Space
- (2) Conference/Meeting Rooms
- (3) Storage (supplies)
- (4) Storage (files)
- (5) Maintenance Shop
- (6) Printing Area
- (7) Mail Room
- (8) Computer Room
- (9) Laboratories
- (10) Other (explain below)

CABINET: _____
 AGENCY: _____
 DEPARTMENT: _____
 DIVISION: _____

AGENCY PROFILE

1. Does the agency have contact with the public? YES _____ NO _____

If YES, on what basis? Daily _____ Weekly _____ Seasonal _____

If YES, is there adequate handicapped access? YES _____ NO _____

2. What percentage of the agency's operating budget is from:

Federal funds _____ Agency funds _____ General funds _____

Other (identify) _____

3. Does the agency have any federal programs that are time limited?

YES _____ NO _____

If YES, (a) list the programs and the amount of space the programs occupy;
(b) identify space as to state owned or leased;
(c) give expiration dates for the programs; and
(d) explain how the space will be used after the program expires.

4. List any unusual space needs of the agency.

5. If a new central laboratory facility is built, could the agency utilize the facility? YES _____ NO _____

Explain. _____

6. Does the agency have a retention and disposal record plan with the State Archives? YES _____ NO _____

Explain. _____

7. Does the agency utilize a central computer (DIS)? YES _____ NO _____

8. Does the agency have its own computer? YES _____ NO _____

If YES, provide: Vendor _____

Model _____

Leased _____ Owned _____

9. Does the agency's computer interface with the Department for Information Systems? YES _____ NO _____

If NO, explain. _____

10. Does the agency have an existent strategic plan for computerization?

YES _____ NO _____

11. Does the agency have any buildings under construction?

YES _____ NO _____

If YES, provide: Location _____

Square Footage _____

Estimated date of completion _____

12. Does the agency have any built-to-suit leases under consideration?

YES _____ NO _____

If YES, provide: Location _____

Square Footage _____

Estimated date of occupancy _____

13. Is the agency an "off budget" agency? YES _____ NO _____

CABINET: _____
AGENCY: _____
DEPARTMENT: _____
DIVISION: _____

PROJECTED SPACE NEEDS FOR FY 1991

Entire Agency

	<u>Square Footage</u>
(1) Office Space	_____
(2) Conference/Meeting Rooms	_____
(3) Storage (supplies)	_____
(4) Storage (files)	_____
(5) Maintenance Shop	_____
(6) Printing Area	_____
(7) Mail Room	_____
(8) Computer Room	_____
(9) Laboratories	_____
(10) Other (explain below)	_____
_____	_____
_____	_____
_____	_____

No. of Parking Spaces
Needed: _____

Name and Title of Person
Completing Questionnaire

APPENDIX E

Definitions of Space Usage Terms

DEFINITIONS OF SPACE USE CATEGORIES
FOR THE SCR 30 QUESTIONNAIRE

1. OFFICE SPACE - Includes private offices, secretarial areas, microfilm and microfiche processing areas, and radio rooms.
2. CONFERENCE/MEETING ROOMS - Includes conference rooms, meeting rooms, hearing rooms, testing areas, briefing rooms, examination areas, training rooms, and classrooms.
3. STORAGE (SUPPLIES) - Includes supply storage areas for office supplies, out-of-service machinery (except data processing), out-of-service office furniture, audio-visual equipment, and large stores of blank forms.
4. STORAGE (FILES) - Includes active files, inactive files in all forms such as file folders, microfilm, microfiche, safes, vaults, evidence lockers and storage.
5. MAINTENANCE SHOP - Includes all areas designated for the maintenance, repair, and garaging for all types of vehicles, equipment repairs, and carpenter shops.
6. PRINTING AREAS - Includes areas occupied by all types of printing equipment, copy machines and presses.
7. MAIL ROOMS - Includes areas for processing incoming and outgoing mail, postage metering, and shipping.
8. COMPUTER ROOM - Includes all areas for computer processing and equipment, including data entry functions not otherwise included in OFFICE SPACE.
9. LABORATORIES - Includes all types of laboratory functions and equipment.
10. UNPRODUCTIVE SPACE - Includes hallways, reception areas, lobbies, entrances and exits, restrooms, elevators, escalators, stairways, break rooms, janitorial closets, coat closets, lounges, break areas, small kitchens, snack stands, and wall space. This space is necessary to make a building habitable. The percentage of unproductive space in a building

depends upon the design of the structure. A "monument" type of building would usually have a higher percentage of unproductive space than a more utilitarian building designed for modern office use. Generally, buildings using the open plan concept, such as the CHR building, have a lower percentage of unproductive space.

11. MECHANICAL ROOMS - Includes heating, ventilating, air conditioning equipment, boiler rooms, telephone switch gear areas, electrical panels, and service areas.
12. CAFETERIAS - Includes leased or state operated employee cafeterias. (Does not include snack bars or break rooms.)
13. LIBRARIES - Includes all technical and legal libraries, and audio-visual viewing rooms.
14. AUDITORIUMS - Includes large formal auditorium areas, and chapels.
15. COMMERCIAL SPACE - Includes sales areas and display areas for products where orders may be taken, museums, credit unions, and convention centers and office space available for lease to the private sector.
16. MISCELLANEOUS - Includes all other areas not specifically provided for by other categories, such as first-aid stations, fish and bird hatcheries, greenhouses, and military specialized space.
17. DORMITORIES - Includes dwellings which provide independent living facilities, and/or group sleeping areas.

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APPENDIX F

Kentucky Statutes Related to Construction and Leasing of Property by the State

KENTUCKY STATUTES RELATED TO CONSTRUCTION
AND LEASING OF PROPERTY BY THE STATE

1. KRS 45.750 - 45.800 - Creates the Capital Construction and Equipment Purchase Oversight Committee, and provides for oversight of the enacted capital construction budget during the interim.
2. KRS 45A.005 - 45A.340 - Creates the Kentucky Model Procurement Code. The Code specifies how architects and contractors shall be procured for state construction projects.
3. KRS 56.010 - 56.990 - Provides for the acquisition of land and buildings by the state. This Chapter states that the Finance and Administration Cabinet and the Transportation Cabinet shall be responsible for acquiring real property for the state, either by purchase or lease.

APPENDIX G

Schedule of Other Studies Related to Space Occupied by Kentucky State Government

SCHEDULE OF OTHER STUDIES RELATED TO SPACE
OCCUPIED BY KENTUCKY STATE GOVERNMENT

1. Facilities Management Study, by SUA Incorporated, 1977.
2. Real Property Lease Procedures of the Commonwealth of Kentucky, LRC Research Report No. 182, August, 1981.
3. Report of the Auditor of Public Accounts on the Leasing of State-Owned Real Property, September, 1985.
4. Recommendations on the Capital Construction Process in the Commonwealth of Kentucky - A Report to the Finance and Administration Cabinet, prepared by the Joint Task Force for the Study of Capital Construction Procedures, University of Louisville and University of Kentucky, August, 1987.
5. Initial Planning of a Consolidated Laboratory Facility - to be done by Ross-Feldman, Architects, and completed prior to the 1988 General Assembly.

APPENDIX H

**Summary of Annual Lease Payments and Square Footage
by Agency, as of June, 1987**

SUMMARY OF ANNUAL LEASE PAYMENTS
AND SQUARE FOOTAGE BY AGENCY, AS OF JUNE, 1987

<u>CABINET/AGENCY</u> (Page)	<u>Total Sq. Ft.</u> <u>Leased</u>	<u>Annual Lease</u> <u>Payments</u>
<u>CABINET FOR HUMAN RESOURCES</u>		
(1) Entire Cabinet	74,822	\$ 324,429
<u>CABINET FOR GENERAL GOVERNMENT</u>		
(2) Attorney General	34,227	180,957
(3) Auditor of Public Accounts	10,239	50,895
(4) Bd. of Registration for Prof. Engnrs. & Land Surveyors	2,451	3,857
(5) Board of Elections	-0-	-0-
(6) Bd. of Hairdressers & Cosmetologists	6,005	26,936
(7) Board of Pharmacy	2,200	8,640
(8) Commission on Women	1,180	5,900
(9) Council on Higher Education	14,693	80,124
(10) Dept. of Local Government	-0-	-0-
(11) Dept. of Personnel	168	898
(12) Governor's Office	-0-	-0-
(13) Governor's Office for Policy and Management	-0-	-0-
(14) Governor's Office for Program Administration	-0-	-0-
(15) Human Rights Commission	-0-	-0-

<u>CABINET/AGENCY</u> (Page)	<u>Total Sq. Ft.</u> <u>Leased</u>	<u>Annual Lease</u> <u>Payments</u>
(16) Kentucky Retirement Systems	48,457	\$ 337,120
(17) Dept. of Military Affairs	3,468	13,200
(18) Personnel Board	-0-	-0-
(19) Secretary of State	-0-	-0-
(20) State Treasurer	-0-	-0-
<u>COMMERCE CABINET</u>		
(21) Dept. of Agriculture	38,880	128,524
(22) Dept. of the Arts	-0-	-0-
(23) Kentucky Heritage Council	-0-	-0-
(24) Commerce Cabinet (Secretary's Office and administrative)	2,500	9,875
<u>CORRECTIONS CABINET</u>		
(25) Entire Cabinet	4,494	21,360
<u>EDUCATION AND HUMANITIES CABINET</u>		
(26) Dept. of Libraries & Archives	22,500	45,000
(27) Dept. for the Blind	10,704	48,632
(28) Dept. of Education	29,616	138,622
(29) Kentucky Historical Society	11,416	11,861
(30) Ky. Teachers Retirement System	10,334	47,545

<u>(Page)</u>	<u>CABINET/AGENCY</u>	<u>Total Sq. Ft. Leased</u>	<u>Annual Lease Payments</u>
<u>FINANCE & ADMINISTRATION CABINET</u>			
(31)	Capital Plaza Authority	(NOT INCLUDED IN TOTALS)	
(32)	Kentucky Housing Corporation	22,466	\$ -0- *
(33)	Ky. Higher Education Assistance Authority	19,132	106,393
(34)	Finance & Administration Cabinet (Secretary's Office & administrative)	77,198	226,386
<u>JUDICIAL BRANCH</u>			
(35)	Entire Branch (except Retirement)	31,600	80,036
(36)	Judicial & Legislative Retirement System	750	4,395
<u>JUSTICE CABINET</u>			
(37)	Dept. of State Police	-0-	-0-
(38)	Office of Justice Administration	13,300	71,963
<u>LABOR CABINET</u>			
(39)	Ky. Occupational Safety & Health Review Commission	-0-	-0-
(40)	Entire Cabinet (except KOSH)	63,723	328,873

* The Kentucky Housing Corporation is constructing a building from bond proceeds which will be owned by the bond trustee, and no direct rent will be charged.

<u>CABINET/AGENCY</u> (Page)	<u>Total Sq. Ft.</u> <u>Leased</u>	<u>Annual Lease</u> <u>Payments</u>
<u>LEGISLATIVE BRANCH</u>		
(41) Legislative Research Commission	6,500	24,375
<u>NATURAL RESOURCES & ENVIRONMENTAL PROTECTION CABINET</u>		
(42) Entire Cabinet (incl. Environ. to Quality Commission and Nature (47) Preserves Commission)	169,136	923,847
<u>PUBLIC PROTECTION & REGULATION CABINET</u>		
(48) Board of Claims	2,859	\$ 6,000
(49) Dept. of Public Advocacy	15,442	72,175
(50) Alcoholic Beverage Control Board	5,216	33,904
(51) Dept. of Financial Institutions	10,968 *	42,858
(52) Dept. of Housing, Bldgs., & Const.	22,097	114,259
(53) Dept. of Insurance	22,215	133,290
(54) Kentucky Board of Tax Appeals	-0-	-0-
(55) Secretary's Office & administrative	-0-	-0-
(56) Public Service Commission	36,216	233,635
(57) Registry of Election Finance	3,000	10,133
<u>REVENUE CABINET</u>		
(58) Entire Cabinet	91,366	353,952

* This figure includes 600 square feet of leased space not reported by Financial Institutions, but which was included on computer printouts from the Finance and Administration Cabinet.

<u>CABINET/AGENCY</u> (Page)	<u>Total Sq. Ft.</u> <u>Leased</u>	<u>Annual Lease</u> <u>Payments</u>
<u>TOURISM CABINET</u>		
(59) Dept. of Fish & Wildlife	-0-	-0-
(60) Dept. of Parks	12,600	26,750
(61) Secretary's Office & administrative	5,140	12,850
<u>TRANSPORTATION CABINET</u>		
(62) Entire Cabinet	18,500	56,200
TOTALS FOR STATE AGENCIES	977,778	\$ 4,346,649
Kentucky State University and University of Kentucky Leases in Franklin County	20,650	45,296
GRAND TOTALS OF SPACE LEASED BY STATE ENTITIES IN FRANKLIN COUNTY	998,428	\$ 4,391,945

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APPENDIX I

**Schedule of State Leased Property, by County,
as of April 30, 1987**

SCHEDULE OF STATE LEASED PROPERTY

As of April 30, 1987

<u>Kentucky Counties</u>	<u>Sq. Ft. Leased</u>	<u>Annual Cost</u> *
Adair	14,066	\$ 70,713
Allen	3,800	11,400
Anderson	3,813	17,055
Ballard	1,635	3,000
Barren	12,943	60,938
Bath	3,781	16,825
Bell	26,532	136,465
Boone	17,588	132,596
Bourbon	3,079	13,699
Boyd	7,915	60,985
Boyle	13,884	78,085
Bracken	3,097	17,109
Breathitt	11,215	73,746
Breckinridge	7,239	22,900
Bullitt	10,090	45,403
Butler	2,352	11,978
Caldwell	4,619	25,800
Calloway	7,072	24,720
Campbell	14,994	96,257
Carlisle	3,550	10,400
Carroll	3,461	13,705
Carter	10,073	43,056
Casey	5,160	17,400
Christian	13,819	68,549
Clark	4,176	19,380
Clay	15,090	95,115
Clinton	4,216	17,412
Crittenden	3,285	13,140
Cumberland	2,400	6,000
Daviess	50,962	153,960
Edmonson	2,766	5,400
Elliott	3,663	14,400
Estill	5,842	15,977
Fayette	100,121	707,962
Fleming	3,803	17,520
Floyd	23,787	150,495
Franklin **	838,017	3,642,049

* Rental costs are rounded to the nearest dollar.

** As of June 30, 1987, the Franklin County leased space has increased to 1,000,000 square feet, at an annual cost of \$4,500,000.

<u>Kentucky Counties</u>	<u>Sq. Ft. Leased</u>	<u>Annual Cost</u> *
Fulton	6,440	\$ 25,049
Gallatin	1,200	4,800
Garrard	2,923	13,515
Grant	3,098	11,152
Graves	19,031	95,298
Grayson	6,771	24,945
Green	3,744	14,884
Greenup	7,667	38,048
Hancock	1,374	5,015
Hardin	30,391	163,036
Harlan	18,739	126,012
Harrison	4,470	16,410
Hart	6,292	34,606
Henderson	10,500	44,390
Henry	5,622	27,622
Hickman	3,300	8,250
Hopkins	24,654	75,091
Jackson	5,164	17,310
Jefferson	254,966	1,419,786
Jessamine	3,500	16,100
Johnson	7,542	38,649
Kenton	38,532	294,532
Knott	9,388	48,483
Knox	12,442	60,313
Larue	3,976	19,234
Laurel	6,225	35,222
Lawrence	5,851	49,545
Lee	4,150	24,900
Leslie	6,965	31,860
Letcher	5,414	13,008
Lewis	5,494	17,855
Lincoln	5,560	26,409
Livingston	1,925	6,360
Logan	7,360	23,798
Lyon	2,474	16,208
McCracken	24,035	132,492
McCreary	5,600	16,800
McLean	2,389	5,972
Madison	11,465	54,238
Magoffin	6,329	20,624
Marion	3,900	19,500
Marshall	8,164	35,449
Martin	3,200	18,000
Mason	14,400	68,595

* Rental costs are rounded to the nearest dollar.

<u>Kentucky Counties</u>	<u>Sq. Ft. Leased</u>	<u>Annual Cost</u> *
Meade	2,686	\$ 8,058
Menifee	5,200	21,649
Mercer	5,181	41,430
Metcalfe	2,516	6,694
Monroe	6,000	33,000
Montgomery	13,006	89,358
Morgan	7,159	25,778
Muhlenburg	6,741	32,560
Nelson	8,258	36,965
Nicholas	2,200	5,400
Ohio	7,175	46,485
Oldham	6,848	44,826
Owen	6,398	15,510
Owsley	6,156	42,845
Pendleton	2,975	8,100
Perry	45,286	198,871
Pike	30,168	248,738
Powell	6,063	24,037
Pulaski	14,593	79,938
Robertson	1,200	3,000
Rockcastle	5,450	19,075
Rowan	30,126	132,162
Russell	6,071	22,766
Scott	11,024	44,202
Shelby	13,113	52,529
Simpson	3,826	18,386
Spencer	2,038	11,209
Taylor	18,305	75,020
Todd	2,520	11,970
Trigg	2,814	9,970
Trimble	1,403	9,000
Union	4,839	21,450
Warren	44,142	219,065
Washington	3,500	17,325
Wayne	7,248	23,728
Webster	3,360	13,440
Whitley	16,338	60,335
Wolfe	5,707	22,081
Woodford	4,556	23,550

* Rental costs are rounded to the nearest dollar.

<u>Out of State</u>	<u>Sq. Ft. Leased</u>	<u>Annual Cost</u> *
Washington, D.C. (Transportation Cabinet)	2,186	\$ 43,215
Rockefeller Center (Commerce Cabinet)	591	50,400
The Galaxy, New York (Revenue Cabinet)	Apartment	19,800
	<hr/>	<hr/>
TOTAL AS OF 4/30/87	2,261,498	\$ 11,124,914

* Rental costs are rounded to the nearest dollar.

SOURCE: Finance and Administration Cabinet

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