

## MEMORANDUM No. 12

TO: Kentucky School Architects

FROM: Tim Lucas [tim.lucas@education.ky.gov](mailto:tim.lucas@education.ky.gov)  
Planning Branch Manager, Division of Facilities Management

DATE: February 3, 2010

RE: Revised Building Assessment Forms

---

As outlined in our MEMORANDUM No. 11 sent on December 15, 2009, we have been trying to redevelop the **Architect and Engineer Building Evaluation Form Part – D** so that it will be easier for the design professionals to use and still provide a value for each building that is based on the criteria set forth by the Facilities Task Force. Since the last form was issued we have noticed that some Architects, Engineers and their clerical staffs have struggled because too many variables had to be adjusted by the user. To that end, enclosed please find the latest form that only requires the review to perform three tasks (other than the date, building name and district name);

1. Load the numerical rating of each building component.
2. Check the cells in column K to make sure that the denominator equals the number of values entered.
3. Fill in the square footage of the areas that are being evaluated.

That's it, no calculations of what percentage of the total needs to be figured or anything, all of the calculations are in the hot cells, so don't mess with them.

In addition, we have been getting an interest from members of the General Assembly to determine how quickly we could have all of the district buildings in the Commonwealth evaluated using the new tool. With the current District Facilities Plan schedule, the answer is about four years. We would like to be able to determine an approximate cost if the General Assembly said, "what if we wanted the information in (6) six months." This would require that each district pay to have their building's evaluated which would be a burden, particularly at this time. But if I could get an approximate cost, we may be able to ask for an appropriation to make this happen.

We are asking for your help. We know that we have a maximum fee of 5 cents/sf. to do an entire Plan, but what would be your approximate cost simply to do an evaluation for a building. We know that the size is a factor, but could you give an approximate cost of an Elementary, Middle, High, Board Office, Bus Garage and ATC? Please let us know your thoughts so that we can begin to formulate an answer to the question if it is asked.

Once again, thanks for your help and consideration. If you have any questions, please do not hesitate to contact me at 502-564-4326 or e-mail me at [tim.lucas@education.ky.gov](mailto:tim.lucas@education.ky.gov).