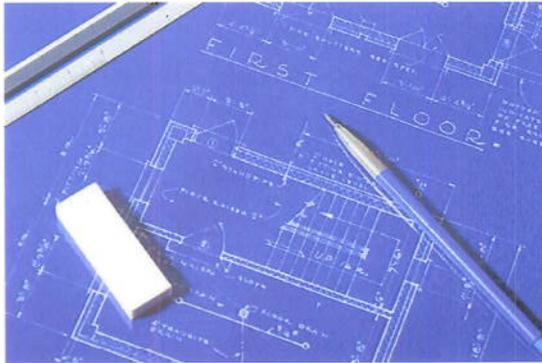

Michigan Public Service Commission

Programming Analysis



Date: December 14, 2010

Provided by **HAWORTH**

For CB Richard Ellis and the Department of Technology,
Management & Budget's Real Estate Division

Overview

For Michigan Public Service Commission

The Department of Management and Budget, Real Estate Division, is seeking lease proposals on behalf of the Michigan Public Service Commission and supporting staff from the Attorney General's Office and the Michigan Administrative Hearing System.

This document outlines the square footage requirements for the Michigan Public Service Commission staff and supporting staff, as well as their requirements of a facility. Vestibules, restrooms, janitorial closets, mechanical and data rooms, etc. are *not* included and will require additional space. These needs are dependent on code requirements and the physical space being proposed; therefore, they cannot be defined at this juncture. It is incumbent upon the lessor to understand how codes and the number of floors would impact the size and quantity of areas such as vestibules, restrooms, janitorial closets, and mechanical/electrical rooms for the space proposed. It is also the lessor's responsibility to submit a proposal based on *all* the criteria included in this document as well as DTMB's Standards and Specifications (see attached).

As you work through this document, you will find four sections:

Overall Exterior Requirements
Overall Interior Requirements
Divisions Analysis
Special Needs
Contact Information and Instructions

Attachments:

Minimum Office Building Standard 2011 Final.pdf

Provided by **HAWORTH**

Build-Out Requirements

For Michigan Public Service Commission

These build-out needs are specific to this lease and are required *without exception*.

- All hearing and media rooms are to be floor-to-deck.
- All floor-to-ceiling rooms (hearing, media, conference, office, and storage) require an outlet and data port on **3 (three)** of the four walls. In a raised floor application, the power requirements would be the same but, the locations would be in the floor.
- All hearing, training, and conference rooms that are floor-to-ceiling require **1 (one)** wall to be reinforced with $\frac{3}{4}$ " plywood. (Assume a full sheet of plywood the length of one wall in every room. The State understands it to be any wall other than the wall the door is located in to avoid custom door frames).
- The State of Michigan has standardized on 1) power feed per 4) modular workstations. Each power feed is an 8-wire system consisting of 3) hots, 3) neutrals, 1) common and 1) isolated ground. Power may come through the ceiling, floor, and or wall but may not exceed the ratio stated above.
- Each break room will include **2 (two)** refrigerators, microwaves, and coffee machines. Power will need to be sufficient to support all of this equipment.
- The hearing and training rooms will have extensive equipment as well, including video, microphones, and/or flat screens, etc. Although the State will be providing these items, electrical and communication rough-in and support will be required.

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Build-Out Requirements Continued

For Michigan Public Service Commission

- The State of Michigan looks favorably on energy efficient systems and appliances, raised floor with under-floor air, direct and indirect lighting, and any other amenity that decreases energy usage, improves air quality, and/or is proven as a superior alternative to basic industry standards.

Additional Notes:

Included in the Overall Interior Requirements are **2 (two)** floor-to-ceiling rooms, the ALJ Room and the MPSC Staff Room, that are only required if the hearing rooms and large training rooms are not contiguous with the Michigan Public Service Commission's office space (i.e. in a nearby building or separate suite).

The Motor Carrier Division supports the trucking industry, and it is not unusual for semi-trucks to visit their location. The Michigan Public Service Commission prefers to be together at one location but understands this is a stringent requirement and is willing to consider having the Motor Carrier Division located elsewhere. Please note that if your facility excludes the Motor Carrier Division, the square footage allotted to them would go elsewhere and should not be included in your proposal.

Overall Exterior Requirements

For Michigan Public Service Commission

Overall Exterior Requirements - this includes parking, entrances, etc.

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Public Service Commission - Exterior Requirements

Exterior AMMENITIES

- Parking for 300 (226 staff; 74 visitors)
 - Assigned Parking Spaces (6 staff)
 - Semi Truck Access (enough room for one truck to pull in and turn around)
 - Entrance (Main)
 - Entrance (Commissioners)
 - Bike Racks (8-12 bikes)
 - PEV Car Charging Station (2)
 - Postal Drop Box
 - FedEx and UPS Drop Boxes (preferable)
 - Loading Dock (required)
 - Dumpster (12 yard, emptied 3 times a week)
 - Near Bus Line (preferable)
-

Due to the number of people that attend the MPSC hearings, the parking noted above is a minimum.

If the space being proposed is not contiguous please indicate the number of additional entrances being provided.

Please note that the semi truck access is specific to the Motor Carrier Division.

Overall Interior Requirements

For Michigan Public Service Commission

The Michigan Public Service Commission and supporting staff from the Attorney General's Office and Michigan Administrative Hearing System require 52,695.3 square feet for their program needs. Although it is incumbent upon the lessor to understand how codes and the configuration of the proposed space would impact the size and quantity of vestibules, restrooms, janitorial closets, and mechanical/electrical rooms, DTMB is anticipating these needs will be an additional 8-10% of the tenant's program needs. Under optimal conditions, DTMB would expect proposed facility(ies) to fall within 56,900 to 58,000 square feet.

Overall Interior Requirements - This is a summary and includes the total square feet from each Division Analysis. All the ancillary areas listed on the first page are shared needs for all of Michigan Public Service Commission. None of the information on page one is duplicated anywhere, and special attention to these requirements must be taken.

The items highlighted in yellow and blue are floor-to-ceiling spaces.

Provided by **HAWORTH**

Public Service Commission - Overall Interior Requirements

PROGRAMS & STAFF	SQUARE FEET
PSC Divisions	33,226.2
Additional Staff <i>(see Division Totals Tab)</i>	6,881.7
SUBTOTAL	40,107.9

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby <i>(seating for 10)</i>	120.0
Reception Workstation <i>(accounted for under RAD)</i>	0.0
Meeting Room (4-6) <i>(off Lobby)</i>	120.0
Hearing Room A	2,000.0
Hearing Room B	1,400.0
Hearing Room C	1,000.0
Transcription	<i>secured</i> 120.0
Hearing Storage Closet	<i>secured</i> 120.0
Client/Attorney Room	180.0
ALJ Room (4-6)	150.0
MPSC Staff Room (6-8)	180.0
Service Areas	
Copy Area <i>(Suite 6)</i>	52.0
New Mom's Room	<i>secured</i> 90.0
Break Room A	200.0
Break Room B	200.0
Connect Michigan <i>(with Telecommunications)</i>	360.0
Phone/Data Closet A	72.0
Phone/Data Closet B	72.0
Conference Areas	
Conference Room (6-8)	180.0
Conference Room (6-8) <i>(Conference Room 2)</i>	180.0
Conference Room (8-12) <i>(Conference Room 1)</i>	225.0
Conference Room (8-12) <i>(Conference Room 4)</i>	225.0
Conference Room (8-12) <i>(Conference Room 8)</i>	225.0
Conference Room (12-18)	360.0
Training Room (40)	800.0
Training Room (15)	360.0
Circulation (40%)	3,596.4
SUBTOTAL	12,587.4
TOTAL	52,695.3

Notes areas that are required only if the Hearing Rooms are *not* contiguous with Public Service Commission's office space.

Public Service Commission - By Division

PSC Divisions	Sq. Ft.
Commissioner's Office <i>(Executive)</i>	2,786.7
Electric Reliability <i>(31 staff)</i>	3,870.3
Management Services <i>(25 staff)</i>	3,959.2
Motor Carrier <i>(11 staff)</i>	2,312.5
Operations & Wholesale Markets <i>(22 staff)</i>	3,601.5
Regulatory Affairs <i>(19 staff)</i>	4,083.1
Regulated Energy <i>(40 staff)</i>	5,486.9
Service Quality <i>(28 staff)</i>	4,005.4
Telecommunications <i>(22 staff)</i>	3,120.6
Subtotal	33,226.2

Grand Total 33,226.2

Additional Staff	Sq. Ft.
Attorney General <i>(17 staff)</i>	3,852.8
Administrative Law Judges <i>(9 staff)</i>	3,028.9
Subtotal	6,881.7

Grand Total 6,881.7

Division Analysis

For Michigan Public Service Commission

A **Division Analysis** has been developed for each division or group that will be included in the Michigan Public Service Commission's space. Please focus on the highlighted items in these documents *only*. The highlighted items are noting items that impacts the space, such as conference rooms or floor-to-ceiling offices. Anything requiring a door, special power, or a concentration of weight (floor load) will be highlighted.

Each analysis is two to three pages depending on the size of the group and will be in the following order:

Michigan Public Service Commission

Commissioner's Office
Electric Reliability Division
Management Services Division
Motor Carrier Division
Operations & Wholesale Markets Division
Regulatory Affairs Division
Regulated Energy Division
Service Quality Division
Telecommunications Division

Supporting Staff

Attorney General
Michigan Administrative Hearing System – Administrative Law Judges

Provided by **HAWORTH**

Public Service Commission - Commissioner's Office

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,280.6
SUBTOTAL	2,280.6

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Support Areas	
Mail/Office Supply Area	25.0
Isiogu File Area	9.0
White File Area	9.0
Quackenbush File Area	9.0
Copy/Print Area	29.5
Conference Areas	
Conference Room (16) <i>local</i>	280.0
Circulation (40%)	144.6
SUBTOTAL	506.1

TOTAL	2,786.7
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Note: Commissioner's Office needs to be in a suite that has access to the rest of PSC but is secure.

Public Service Commission - Commissioner's Office

Position Description	Level	DTMB Sq. Ft.
Chairman	N/A	220
Sr Exec Management Assistant	11	64
Executive Assistant	13	64
Commissioner	N/A	220
Executive Secretary	11	64
Department Analyst	12	64
Commissioner	N/A	220
Executive Secretary	11	64
Public Utility Engineer Spcl	14	64
State Assistant Administrator	15	64
Legislative Liaison	15	150
Communication Specialist	14	64
Bureau Administrator	18	180
Executive Secretary	11	64
Storage	N/A	63
Subtotal		1629
Circulation (40%)		651.6
Total		2280.6
Per Person		162.9

Public Service Commission - Electric Reliability

<u>PROGRAMS & STAFF</u>	<u>SQUARE FEET</u>
Division/Office <i>(see Staff Tab)</i>	3,093.3
SUBTOTAL	3,093.3

<u>ANCILLARY AREAS</u>	<u>SQUARE FEET</u>
Public Areas	
Support Areas	
Copy Area <i>common</i>	0.0
Mail Area	48.0
ERD Round Table	120.0
Filing/Storage Area	117.0
Managerial Filing/Storage	90.0
Conference Areas	
Conference Room (6-8) <i>local</i>	180.0
Circulation (40%)	222.0
SUBTOTAL	777.0

TOTAL	3,870.3
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Public Service Commission - Electric Reliability

Position Description	Level	DTMB	Sq. Ft.
Administration			
Division Administrator	17		150
Executive Secretary	10		64
Secretary	8		64
Student Assistant	SA		64
Student Assistant	SA		64
Department Analyst Trainee	9		64
Storage	N/A		27
Generation & Certificate of Need			
Department Manager	15		64
Public Utility Engineer	9		64
Department Analyst	10		64
Economic Analyst	10		64
Public Utility Engineer	12		64
Storage	N/A		22.5
Renewable Energy			
Department Manager	15		64
Public Utility Engineer Spcl	13		64
Department Analyst	11		64
Public Utility Engineer	12		64
Auditor	11		64
Storage	N/A		22.5
Energy Efficiency			
Engineering Manager	15		64
Auditor	12		64
Public Utility Engineer	9		64
Economic Analyst	11		64
Department Analyst	11		64
Public Utility Engineer	11		64
Storage	N/A		27
Smart Grid			
Department Manager	15		64
Econ Analyst	9		64
Public Utility Engineer	12		64
Department Analyst	11		64
LT Public Utility Engineer	9		64
Auditor	10		64
LT Public Utility Engineer	9		64
Department Analyst	12		64
Public Utility Engineer	10		64
Storage	N/A		40.5
Subtotal			2209.5
Circulation (40%)			883.8
Total			3093.3
Per Person			99.8

Public Service Commission - Management Services

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,517.9
SUBTOTAL	2,517.9

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Support Areas	
Resource Room, Administration	150.0
Mail Area	14.0
Server Room, Administration	48.0
Computer Lab	96.0
Work Area, Administration	22.0
Storage Room, Administration	150.0
Copy/Print Area, Administration	52.0
Copy/Print Area, Energy Data & Security	36.0
Copy/Print Area, Energy Grants	52.0
File Area, Administration	37.5
File Area, Energy Data & Security	33.0
File Area, Energy Grants	46.5
Managerial Filing/Storage	67.5
Conference Areas	
Conference Room (8-12) <i>local</i>	225.0
Circulation (40%)	411.8
SUBTOTAL	1,441.3

TOTAL	3,959.2
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Public Service Commission - Management Services

Position Description	Level	DTMB Sq. Ft.
Administrator	17	150
Executive Secretary	10	64
Storage	N/A	9
Administration		
Department Manager	15	64
Department Analyst	10	64
Department Analyst	12	64
Student Assistant	SA	64
Student Assistant	SA	64
Department Analyst Trainee	9	64
Department Analyst	12	64
Storage	N/A	31.5
Energy, Data, & Security		
Department Manager	15	64
Resource Analyst	12	64
Department Analyst	11	64
LT Department Analyst	10	64
SPS Contract	N/A	64
Economic Analyst STP	9	64
LT Secretary	8	64
Student Assistant	SA	64
Student Assistant	SA	64
Hoteling for LARA	SA	64
Storage	N/A	45
Energy Grants		
Department Manager	15	64
Auditor	12	64
Department Analyst	12	64
Audit Specialist	13	64
Audit Specialist	13	64
Department Analyst	12	64
Storage	N/A	27
Subtotal		1798.5
Circulation (40%)		719.4
Total		2517.9
Per Person		100.7

Public Service Commission - Motor Carrier

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	1,175.3
SUBTOTAL	1,175.3

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby Area <i>(seating for 4-5)</i>	<i>local</i> 90.0
Plate Room*	<i>local</i> 130.0
Meeting Room	<i>common</i> 0.0
Service Areas	
File Area	81.0
Lektriever Filing Unit	50.0
Printers (9)	72.0
Common Work Space	164.3
Managerial Filing/Storage	45.0
Conference Areas	
Conference Room (6-8)	<i>local</i> 180.0
Circulation (40%)	324.9
SUBTOTAL	1,137.2

TOTAL	2,312.5
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A panic button is required for staff servicing the public.

* Square footage for individuals currently sitting in the Plate Room is included under Staff.

Public Service Commission - Motor Carrier

Position Description	Level	DTMB Sq. Ft.
Administration		
Division Administrator	17	150
Executive Secretary	10	64
Storage	N/A	9
Regulation Safety & Compliance		
Department Manager	15	64
Department Analyst STP	11	64
Accounting Specialist	13	64
Department Analyst	11	64
Auditor	11	64
Storage	N/A	22.5
Credentials & Customer Service		
Department Manager	15	64
Department Analyst	12	64
Department Technician	8	64
Department Technician	9	64
Storage	N/A	18
Subtotal		839.5
Circulation (40%)		335.8
Total		1175.3
Per Person		106.8

Public Service Commission - Operations & Wholesale Markets

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,230.2
SUBTOTAL	2,230.2

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Service Areas	
Copy/Print Area <i>(Suite 6)</i> <i>common</i>	0.0
Copy/Print, Director	12.0
Library/Map Area	195.0
Mail Area	31.5
Storage Area, Common	37.5
Storage Area, Gas Safety	90.0
Storage Area, Gas Operations	90.0
File Area, Electric Operations	33.0
File Area, RED & OWMD <i>(Lektriever)</i>	50.0
Library, Gas Operations	84.0
Hoteling Workstation	64.0
Managerial Filing/Storage	67.5
Conference Areas	
Conference Room (8-12) <i>local</i>	225.0
Circulation (40%)	391.8
SUBTOTAL	1,371.3

TOTAL	3,601.5
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Public Service Commission - Operations & Wholesale Markets

Position Description	Level	DTMB Sq. Ft.
Administration		
Administrator	17	150
Executive Secretary	10	64
Secretary	8	64
Storage	N/A	13.5
Electric Operations		
Engineering Manager	15	64
Public Utility Engineer Specialist	13	64
Department Analyst	11	64
Public Utility Engineer	11	64
Storage	N/A	18
Gas Operations		
Engineering Manager	15	64
Public Utility Engineer	12	64
Public Utility Engineer	11	64
Public Utility Engineer	9	64
Public Utility Engineer	12	64
Public Utility Engineer	9	64
Public Utility Engineer Specialist	13	64
Public Utility Engineer	11	64
Public Utility Engineer	12	64
Public Utility Engineer	9	64
Storage	N/A	45
Energy Markets		
Department Manager	15	64
Public Utility Engineer Specialist	13	64
Department Analyst	11	64
Department Analyst	9	64
Department Analyst	11	64
Storage	N/A	22.5
Subtotal		1593
Circulation (40%)		637.2
Total		2230.2
Per Person		101.4

Public Service Commission - Regulatory Affairs

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,664.9
SUBTOTAL	2,664.9

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby <i>common</i>	0.0
Microfilm Room	56.0
Public Document Review Area	64.0
Hearing Rooms <i>common</i>	0.0
Client/Attorney Rooms <i>common</i>	0.0
Service Areas	
Lobby Surveillance	12.0
Mail Areas, Executive Secretary	30.0
Mail Area, Regulatory Affairs	12.0
Copy Areas, Executive Secretary	52.0
Copy Area, Regulatory Affairs	52.0
Library Room	300.0
Confidential Files	42.0
Postage	16.0
Lektriever	50.0
Distribution of Order	54.0
Press Releases <i>(brochure holder)</i>	4.0
Files, Executive Secretary Section	24.0
Files, Attorneys'	4.5
Files, Attorney Staff	9.0
Supplies <i>(combined)</i>	9.0
Transcription <i>common</i>	0.0
Managerial Filing/Storage	22.5
Conference Areas	
Conference Room (8-12) <i>common</i>	0.0
Conference Room (10) <i>Executive Secretary local</i>	200.0
Circulation (40%)	405.2
SUBTOTAL	1,418.2

TOTAL 4,083.1

Public Service Commission - Regulatory Affairs

Position Description	Level	DTMB Sq. Ft.
Administration		
Division Administrator	17	150
Executive Secretary	10	64
Secretary	7	64
Administrative Law Specialist	15	150
Word Processing Assistant	5	64
Administrative Law Specialist	16	150
Department Analyst Trainee	10	64
Administrative Law Specialist	16	150
Administrative Law Specialist	15	150
Administrative Law Specialist	16	150
Administrative Law Specialist	16	150
Storage	N/A	49.5
Executive Secretary		
Department Manager	15	64
Department Analyst	11	64
Department Technician	10	64
Department Analyst	12	64
Department Analyst	12	64
General Office Assistant <i>(main receptionist)</i>	7	64
Secretary	8R	64
Student Assistant	N/A	64
Storage	N/A	36
Subtotal		1903.5
Circulation (40%)		761.4
Total		2664.9
Per Person		140.3

Public Service Commission - Regulated Energy

PROGRAMS & STAFF	SQUARE FEET
Division/Office	
(see Staff I Tab)	2,805.6
(see Staff II Tab)	1150.8

SUBTOTAL 3,956.4

ANCILLARY AREAS SQUARE FEET

Public Areas		
Support Areas		
Mail Area		22.0
Copy Area, Suite 2		27.0
Copy Area, Suite 4		52.0
Filing, Revenue Requirements		70.5
Tariff Library		200.0
File Area, Annual Report		90.0
Act 304 Files & Library		67.5
Files General		45.0
Filing and Storage, Tariff		43.5
Filing, Financial Services		45.0
Lektriever (accounted for on OWMD)	shared	0.0
Managerial Filing/Storage		90.0
Conference Areas		
Conference Room (6-8)	local	180.0
Conference Room (8-12) (Suite 3)	local	225.0
Circulation (40%)		373.0
SUBTOTAL		1,530.5

TOTAL 5,486.9

Public Service Commission - Regulated Energy

Position Description	Level	DTMB Sq. Ft.
Administration		
Division Administrator	17	150
Exec Secretary	10	64
Secretary	7	64
Storage	N/A	13.5
Rates & Tariff		
Department Manager	15	64
Public Utility Engineer Specialist	13	64
Department Analyst	12	64
Department Specialist	13	64
Department Analyst	12	64
Department Analyst	12	64
Econ Analyst	12	64
Department Analyst	10	64
Department Analyst	11	64
Storage	N/A	40.5
Act 304 Reconciliations		
Auditor Manager	15	64
Auditor	11	64
Auditor	12	64
Auditor	12	64
Auditor	11	64
Storage	N/A	22.5
Act 304 & Sales Forecasting		
Department Manager	15	64
Public Utility Engineer	11	64
Public Utility Engineer Specialist	13	64
Public Utility Engineer	13	64
Public Utility Engineer	12	64
Public Utility Engineer	12	64
Public Utility Engineer	11	64
Department Analyst	12	64
Public Utility Engineer	12	64
Public Utility Engineer	12	64
Public Utility Engineer	11	64
Storage	N/A	49.5
Subtotal		2004
Circulation (40%)		801.6
Total Staff I		2805.6
Per Person		100.2

Public Service Commission - Regulated Energy

Position Description	Level	DTMB Sq. Ft.
Financial Analysis & Customer Choice		
Department Manager	15	64
Financial Analyst	11	64
Department Analyst	9	64
Department Analyst	12	64
Financial Specialist	13	64
Financial Analyst	10	64
Storage	N/A	27
Revenue Requirements		
Auditor Manager	15	64
Auditor	12	64
Auditor	11	64
Auditor	11	64
Auditor	11	64
Auditor	9	64
Storage	N/A	27
Subtotal		822
Circulation (40%)		328.8
Total Staff II		1150.8
Per Person		95.9

Public Service Commission - Service Quality

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,926.0
SUBTOTAL	2,926.0

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby	<i>common</i> 0.0
Meeting Room	<i>common</i> 0.0
Service Areas	
Video Franchise Room	64.0
Filing, Customer Support	82.0
Filing, Service Quality	102.0
"Fax Rush" Server Area	20.0
Paper Shredders (2)	18.0
Copy Area, Customer Support	52.0
Copy Area, Service Support	52.0
Files, Miscellaneous	36.0
Managerial Filing/Storage	45.0
Conference Areas	
Conference Room (4-6)	<i>local</i> 100.0
Conference Room (10)	<i>local</i> 200.0
Circulation (40%)	308.4
SUBTOTAL	1,079.4

TOTAL	4,005.4
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Public Service Commission - Service Quality

Position Description	Level	DTMB Sq. Ft.
Administration		
Division Administrator	17	150
Executive Secretary	10	64
Secretary	7	64
Department Administrator	16R	150
Storage	N/A	18
Service Quality		
Department Manager	15	64
Department Analyst	12	64
Public Utility Eng Specialist	13	64
Department Analyst	12	64
Department Analyst	11	64
Department Analyst	12	64
Department Analyst Trainee	9	64
Department Analyst	11	64
Department Analyst Trainee	9	64
Department Analyst	10	64
Department Analyst	9	64
Department Tech	9	64
Student Assistant	SA	64
Storage	N/A	58.5
Customer Support		
Department Manager	15	64
Department Specialist	13	64
General Office Assistant	8	64
Department Analyst	11	64
General Office Assistant	8	64
General Office Assistant	7	64
Student Assistant	SA	64
Storage	N/A	49.5
Subtotal		2090
Circulation (40%)		836
Total		2926
Per Person		104.5

Public Service Commission - Telecommunications

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,230.2
SUBTOTAL	2,230.2

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby <i>common</i>	0.0
Hearing Room <i>common</i>	0.0
Service Areas	
Copy/Print Area	26.0
Tariff Book Area	140.0
File Area	200.0
Managerial Filing/Storage	90.0
Conference Areas	
Conference Room (6-8) <i>local</i>	180.0
Conference Room (8-12) <i>common</i>	0.0
Conference Room (12-18) <i>common</i>	0.0
Circulation (40%)	254.4
SUBTOTAL	890.4

TOTAL	3,120.6
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Public Service Commission - Telecommunications

Position Description	Level	DTMB Sq. Ft.
Administration		
Division Administrator	17	150
Executive Secretary	10	64
Secretary	8	64
Student Assistant	SA	64
Student Assistant	SA	64
Storage	N/A	22.5
Operations & Tariffs		
Department Manager	15	64
Department Analyst	11	64
Department Specialist	13	64
Department Specialist	13	64
Storage	N/A	18
Licensing & Competitive Issues		
Department Manager	15	64
Department Analyst	11	64
Department Analyst	11	64
Department Analyst	11	64
Storage	N/A	18
Rates & Financial Analysis		
Department Manager	15	64
Auditor	11	64
Auditor	11	64
Department Specialist	13	64
Auditor	9	64
Storage	N/A	22.5
Access Restructuring Fund Administration		
Department Manager	15	64
Department Analyst	9	64
Auditor	12	64
Auditor	9	64
Storage	N/A	18
Subtotal		1593
Circulation (40%)		637.2
Total		2230.2
Per Person		101.4

Attorney General - Public Service Commission

PROGRAMS & STAFF	SQUARE FEET
Division/Office <i>(see Staff Tab)</i>	2,918.3
SUBTOTAL	2,918.3

ANCILLARY AREAS	SQUARE FEET
Public Areas	
Lobby & Reception	50.0
Support Areas	
Copy/Print Area	160.0
File Area	217.5
Library/Meeting Room	224.0
Fax Areas	16.0
Break Room A	<i>common</i> 0.0
Conference Areas	
	0.0
Circulation (40%)	267.0
SUBTOTAL	934.5

TOTAL	3,852.8
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Attorney General - Public Service Commission

Position Description	Level	DTMB Sq. Ft.
Division Chief	19	180
Paralegal	10	64
Attorney Administrator	18	180
Attorney Specialist	17	150
Attorney Senior	16	150
Attorney	15	150
Assistant	11	64
Legal Secretary Supervisor	10	64
Legal Secretary	9	64
Legal Secretary	9	64
Legal Secretary	7	64
Student	N/A	64
Storage	N/A	76.5
Subtotal		2084.5
Circulation (40%)		833.80
Total		2918.30
Per Person		171.7

Michigan Administrative Hearing Systems - Public Service Commission - Administrative Law Judges

PROGRAMS & STAFF SQUARE FEET

Division/Office <i>(see Staff Tab)</i>	1,803.9
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SUBTOTAL	1,803.9
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ANCILLARY AREAS SQUARE FEET

Public Areas

Waiting Area & Reception <i>(seating for 30-35)</i>	<i>common</i>	450.0
Hearing Room A	<i>common</i>	0.0
Hearing Room B	<i>common</i>	0.0
Hearing Room C	<i>common</i>	0.0

Support Areas

Mail Area		14.0
Copy/Print Area		52.0
File Area		54.0
Support Area <i>(for Admin Assistant)</i>		80.0
Break Room A	<i>common</i>	0.0

Conference Areas

Conference Room (8-12)	<i>local</i>	225.0
Conference Room (12-18)	<i>common</i>	0.0

Circulation (40%)	350.0
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SUBTOTAL	1,225.0
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TOTAL	3,028.9
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Michigan Administrative Hearing Systems - Public Service Commission - Administrative Law Judges

Position Description	Level	DTMB Sq. Ft.
Division Director	20	220
Administrative Law Judge	17	150
Administrative Law Judge	17	150
Administrative Law Judge	17	150
Administrative Law Judge	17	150
Administrative Law Judge	17	150
Administrative Law Judge	15	150
Secretary	7	64
Vacant Assistant	7	64
Storage	N/A	40.5
Subtotal		1288.5
Circulation (40%)		515.40
Total		1803.90
Per Person		200.4

Special Needs

For Michigan Public Service Commission

MPSC has 3 (three) high density storage units. These particular units have shelving that revolves like a Ferris wheel with access on one side.

Kardex Brand: Model #116 Lektriever

- 116" wide x 59 3/4" deep x 96" high
- Total weight, fully loaded with media, is estimated at **5,350 lbs**
- Requires a 20 amp electrical dedicated circuit



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Special Needs Continued

For Michigan Public Service Commission

MPSC has **2 (two)** plug-in electric vehicle (PEV) charging stations. These units, as well as the signage, will be provided by other, but the concrete bollards and posts for signage will need to be provided by the lessor.

Each PEV station *requires 4 (four)* circuits, specifically, 2) 110 and 2) 220 volt circuits. The 110 should be 15 amps and the 220 should be 40 amps. Please note, 120 VAC input requires 15 amp branch circuit and over current protection on supply.



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