

### Spartanburg Housing Authority Program Study

Space	Capacity	Qty.	Sq. Ft. Each	Combine d Sq. Ft	Remarks
<b>1.0 PUBLIC SPACE</b>					
1.1 Lobby		0	0	240	(2) Kiosks
1.2 Restrooms	1	1	50	50	Public Restroom
<b>2.0 OFFICE AREA</b>					
<i>Development Dept.</i>					
2.1 Private Office	1	1	120	120	
2.2 Cubicles	1	3	64	192	8x8 Cubicles
<i>Finance &amp; Accounting</i>					
2.3 Private Office	1	1	120	120	Secure space
2.4 Cubicles	1	3	64	192	8x8 Cubicles
<i>Resident Services</i>					
2.5 Private Office	1	1	120	120	
2.6 Cubicles	1	4	64	256	8x8 Cubicles
<i>Housing Voucher Program</i>					
2.7 Private Office	1	1	120	120	
2.8 Cubicles	1	18	64	1152	8x8 Cubicles
<i>Executive Office</i>					
2.9 Executive Director Off.	1	1	200	200	
2.10 Cubicles	1	4	64	256	8x8 Cubicles
<i>Special Projects</i>					
2.11 Cubicles	1	1	64	64	8x8 Cubicles
2.12 Exec. Board Room	20	1	525	525	Includes kitchenette
2.13 Conference Room	10	4	300	1200	
2.14 Public Meeting Room	70	1	1200	1200	Can be subdivded into (4) 300 sf conference rooms in lieu or in addition to item 2.13
2.15 Reception	1	1	90	90	
<b>3.0 SUPPORT AREA</b>					
3.1 Break Room	35	1	400	400	Full Kitchen, Includes Storage
3.2 Stress Room	1	1	130	130	
3.3 File Room		1	700	700	New / Existing Paper Storage
3.4 Print / Copy Room		2	100	200	

Space	Capacity	Qty.	Sq. Ft. Each	Combine d Sq. Ft	Remarks
<b>3.0 SUPPORT AREA (CONT.)</b>					
3.5 Mail Room		1	180	180	Can be combined with Print / Copy Room
3.6 Plan Room		1	150	150	
3.7 Housekeeping		2	25	50	
3.8 Mech./Elec. Rooms		1	200	200	
3.9 Storage		2	120	240	
3.10 IT Room		1	150	150	
3.11 Restrooms	35	4	180	720	Staff Mens and Womens
<b>4.0 AUXILARY</b>					
4.1 Warehouse		1	1500	1500	Lanscaping Equip, Misc. Items; 50 x 30 Pre-Engineered Metal Building; NOT included in Gross Sq. Footage
4.2 Parking	75	1	200	15000	Standard 10' x 20' parking spot, NOT included in Gross Sq. Footage
Subtotal				9217	
Grossing Factor (35%)				1.35	
<b>Approx. Total Gross Square Footage</b>				<b>12443</b>	