



February 25, 2009

## UNIVERSITY OF IOWA MAIN POWER PLANT SITE-SPECIFIC SAFETY ORIENTATION

This letter is to inform your company of a new safety requirement going into effect **April 1, 2009** at the University of Iowa (UI) Main Power Plant. All contractors, vendors and design professionals will be required to complete a site-specific safety orientation prior to working at the UI Main Power Plant.

All contractors, vendors and design professionals working at the UI Main Power Plant on or after April 1, 2009 are required to obtain and wear a power plant badge. Examples of "working at the UI Main Power Plant" include, but are not limited to, performing mechanical and electrical production-related tasks (maintenance and/or repairs), engineering inspections, design and/or construction activities. "Working at the UI Main Power Plant" does not include tours, sales calls, pre-bid visits or incidental services (e.g., deliveries or other supply services).

To meet this safety requirement, contractors, vendors and design professionals must fulfill the following four steps:

1. Complete a 60-minute computerized course that contains the UI Main Power Plant site-specific safety information.
2. Successfully pass a quiz (i.e., score a minimum of 16 correct answers out of 20 multiple-choice questions).
3. Obtain a power plant badge from Kirkwood Community College. The badge will contain the individual's name, photo, company name and expiration date. All badges expire one year from date of completing the UI Main Power Plant site-specific safety orientation.
4. Wear a valid badge at all times while working at the UI Main Power Plant.

Kirkwood Community College is administering this site-specific safety orientation program for the University of Iowa. Kirkwood Community College recommends a 24-hour notice for scheduling purposes. Contractors, vendors and design professionals should contact Kirkwood Community College representative Jessica Lippert at (319) 398-5899 ext. 5234 to make arrangements to complete the power plant site-specific orientation at one of the following Kirkwood Community College facilities:

Community Training & Response Center  
6301 Kirkwood Blvd SW  
Cedar Rapids, IA 52406-2068  
(319) 398-5899 ext. 5234  
Monday – Friday, 7:30 a.m. – 2:00 p.m.  
Maximum seating: 24 at one time

Iowa City Credit Campus  
1816 Lower Muscatine Road  
Iowa City, IA 52240  
(319) 887-3658  
Monday – Friday, 9:00 a.m. – 12:00 p.m.  
Maximum seating: 6 at one time

Upon successful completion of the quiz, Kirkwood Community College administrative staff will issue a power plant badge.

If an individual is unable to complete the UI Main Power Plant site-specific safety orientation at one of the Kirkwood Community College facilities, they may contact Kouba-O'Reilly Consulting Group, Inc. for instructions on how to complete the online version of the UI Main Power Plant site-specific safety orientation course. Kouba-O'Reilly Consulting Group, Inc. may be reached 9:00 a.m. – 5:00 p.m., Monday through Friday, through either representative listed below:

Brian O'Reilly  
Kouba-O'Reilly Consulting Group, Inc.  
(312) 467-9884  
[boreilly@kocg.com](mailto:boreilly@kocg.com)

Curt Evans  
Kouba-O'Reilly Consulting Group, Inc.  
(312) 467-9886  
[cevans@kocg.com](mailto:cevans@kocg.com)

After successfully completing the online orientation course, contact Kirkwood Community College representative Jessica Lippert at (319) 398-5899 ext. 5234 to arrange for issuing a power plant badge.

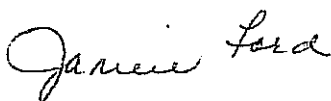
The UI Main Power Plant will have access to the database containing every individual that has successfully completed the UI Main Power Plant site-specific safety orientation. This database also contains expiration dates for issued badges.

Kirkwood Community College and Kouba-O'Reilly Consulting Group, Inc. may be contacted at your earliest convenience to schedule taking the UI Main Power Plant site-specific safety orientation. A fee of \$30 payable to either Kirkwood Community College or Kouba-O'Reilly Consulting Group, Inc. is charged for each individual taking the orientation. Payment is due prior to taking the course. Acceptable forms of payment include:

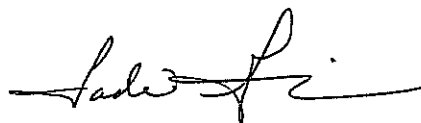
- ◆ Kirkwood Community College –credit card (Master Card or Visa) or check
- ◆ Kouba-O'Reilly Consulting Group, Inc. - credit card (Visa, MasterCard or American Express)

If you have any questions concerning this new safety requirement, please contact Janiece Ford at (319) 335-6273 or Sadie Greiner at (319) 335-3309.

Best regards,



Janiece Ford  
POC Supervisor, Main Power Plant



Sadie Greiner  
Associate Director, Construction Management