



Bullitt County Public Schools

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MEMO

TO: Jesse Bacon 

FROM: Mark Mitchell 

DATE: August 15, 2018

RE: Board Agenda Item – Permission to Solicit RFPs for Design Professional Services–
KFICS and DFP

The Department of Facilities requests permission to solicit RFPs for design professional services relating to the Kentucky Facilities Inventory Classification System (KFICS) and the District Facility Plan (DFP).

As per KDE, each school district is required to review and develop a DFP through the services of a design professional every four years. In 2015, the district requested permission to waive the DFP process and extend the current DFP an additional four years. During that time, the district voted to reconvene the Local Planning Committee (LPC) to amend the current DFP to renovate Mt. Washington Elementary and Maryville Elementary. The district's DFP is due to KDE in April 2019.

Additionally, the State Legislature mandated in 2017 that all school districts comply with the KFICS project through KDE and incorporate this information into the DFP process. The KFICS requires that each district provide forensic data of all building systems and components regarding age, condition and life cycle including structural, architectural and MEP systems. This information will be provided to Ameresco, a data management company hired by the State Legislature, to construct a needs assessment for KDE and the State. Due to the vast nature of the project, a design professional will be required to perform this work.

The goal is to hire a design professional that will have the capacity to gather the information for the KFICS project and partner with our district to compile the DFP. I recommend the Board approve the request to solicit RFPs for design professional services relating to the KFICS and DFP.