



## Bullitt County Public Schools

1040 Highway 44 East  
Shepherdsville, Kentucky 40165

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### MEMO

TO: Jesse Bacon 

FROM: Mark Mitchell 

DATE: January 16, 2019

RE: Board Agenda Item – Courtyard Renovation Project – Cedar Grove Elementary

Presented for Board approval is a request from Mr. Bryan Flachbart to allow the Cedar Grove PTO to enter into an agreement with Studio Kremer Architects for guidance renovating the courtyard space at the school.

By partnering with Studio Kremer Architects, the Cedar Grove PTO plans to develop a shopping list of schematic designs to create functional, instructional spaces in this area. Using a design professional provides clear direction based on space utilization, existing site conditions (above and below ground) and KDE requirements. All expenses relating to this project will be covered by the Cedar Grove PTO.

I recommend the Board approve the request from Mr. Bryan Flachbart to allow the Cedar Grove PTO to enter into an agreement with Studio Kremer Architects for guidance renovating the courtyard space at the school.

Attachments: Memo from Mr. Bryan Flachbart  
Proposal for Schematic Design – Studio Kremer Architects



# Cedar Grove Elementary School



1900 Cedar Grove Road  
Shepherdsville, KY 40165  
502/869-3800  
FAX 502/543-3691

**Bryan Flachbart, Principal**



January 7, 2019

To: Bullitt County Board of Education  
Jesse Bacon, Superintendent  
Mark Mitchell, Director of Facilities

From: Bryan Flachbart, Principal

RE: Courtyard Project

Dear Sirs/Madams:

Cedar Grove Elementary requests permission to enter into a project, sponsored by our Parent-Teacher Organization to consider an update to the courtyard at Cedar Grove Elementary School.

The PTO wishes to enter into contract with Studio Kremer Architects for the purpose of creating a "shopping list of schematic designs" to bring our courtyard back to use. Using a design professional provides us with clear direction based on space utilization, existing site conditions (above and below ground) and KDE requirements.

It's current purpose and aesthetic value continues to lessen as it sits empty and unused. We hope to work in conjunction with Studio Kremer Architects to provide a plan for revitalization and usage.

Thank you for your consideration.

In hope and with great respect,

Bryan J Flachbart

January 17, 2019

Sonia Hibbard  
Cedar Grove Parent Teacher Organization  
1900 Cedar Grove Road  
Shepherdsville, Kentucky 40165

RE: **Cedar Grove Elementary Courtyard Schematic Design**

Dear Ms. Hibbard:

Thank you for considering Studio Kremer Architects for the schematic design of the Cedar Grove Elementary Courtyard.

Based on our understanding of this project, we will define a shopping list of schematic design ideas for the school's consideration based on the Teacher Survey document received during a site visit on 9-19-2018. This project would be funded by Cedar Grove's Parent Teacher Organization (PTO). Some outlined goals of this project include the addition of an outdoor classroom space, clean up of existing landscaping, gardening opportunities and outdoor seating.

Since a defined scope is not yet known – Studio Kremer proposes spending a set amount of time to create a list of ideas for the school's and PTO's consideration as a first step before launching into full design. Should design ideas presented be pursued, Studio Kremer would credit the fee associated with this work toward the design fee for a full project.

We will provide the above referenced services on an hourly basis up to ten hours (10) hours. Studio Kremer Architects will provide these services described in this proposal at an Hourly Rate of One Hundred Thirty Dollars (\$130) per Hour.

If this proposal is acceptable, please sign one copy of this letter and return it to our office. **Our work will begin upon receipt of a signed proposal.**

We appreciate your consideration and look forward to working with you again.

Sincerely,  
Studio Kremer Architects



Cate Noble Ward | Architect

Cedar Grove PTO President: \_\_\_\_\_

Date: 1-18-19

studio kremer architects

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