

July 28, 2022

Mr. John Maxey, Superintendent  
Rowan County Schools

via email: [john.maxey@rowan.kyschools.us](mailto:john.maxey@rowan.kyschools.us)

Re: **Scope of Work and Fee Proposal**  
2023 Rowan County Schools District Facility Plan & KFICS Update

Dear Mr. Maxey:

Rosstarrant Architects appreciates the opportunity to submit this proposal for assisting you and your Local Planning Committee (LPC) in the preparation of your new District Facility Plan as outlined by the Kentucky Department of Education (KDE) requirements.

We propose to proceed on a per square foot rate basis as recommended by KDE. KDE has recommended that this fee be \$.05 per gross building square foot and has not changed this recommended rate with the change to the Kentucky Facilities and Inventory Classification System (KFICS). Having completed several District Facility Plans using the new KFICS format and audit requirements we are aware of the additional time involved.

Because of our long relationship with the District, we propose setting our maximum amount based on **\$.045** per gross building square foot. This lower rate is also set based on the understanding that we'll continue working with you on your upcoming projects, and this represents our good faith in crediting more than one half of our fees for this facility plan now rather than against these future project fees.

The total square foot area of your facilities is approximately **572,656** gross square feet, which sets our fee for this work at **\$25,930** plus mileage and printing costs. For this project, we will not include any additional markup for the reimbursable expenses and will instead bill them unadjusted. This maximum amount also includes the required services of mechanical, electrical and plumbing engineers.

The scope of services we will provide includes visiting each building to review the physical condition of the facility and site, identifying any deficiencies, assisting the district to complete the KDE school building evaluation using the KFICS audit software, production of schematic floor plans and site plans for each facility and preparation of cost opinions associated with required new work and renovations. We'll also attend meetings with your LPC, public forums or hearings as requested, and make a final report to the LPC as we finalize the plan for submission to KDE. At the completion of this process, we'll provide you with the report in digital pdf format.

If this proposal is acceptable, please sign and return one copy to our office. I look forward to working with you and continuing to serve the Rowan County Board of Education.

Sincerely,



Randy Brookshire, AIA, LEED AP  
Senior Principal

/rsb

Accepted by:

\_\_\_\_\_  
Rowan County Board of Education

Date: \_\_\_\_\_

c: Mary Lynne Lange, Peter Fisher - RTA  
File 2A  
LT220728-Maxey-DFP