2 December 2022

Mr Jeremey R Booher
Chief of Operations / DPP
Gallatin County Schools
75 Boardwalk
Warsaw KY 41095

Re: District Facility Plan Assistance
A/E Services Proposal

Mr Booher –

Studio Kremer Architects appreciates the opportunity to present this proposal to provide architectural services for Gallatin County Schools' (GCS) upcoming District Facility Plan, to be submitted to the Kentucky Board of Education for approval in 2023. We would welcome the opportunity to build a relationship with the GCS administration, your Board, and with stakeholders in your community.

Studio Kremer would review the KFICS AssetPlanner audits so that we have an accurate understanding of GCS's facilities, and we propose that we would also visit each facility. We would not need to perform an exhaustive review, but we would want to confirm that what is presented in AssetPlanner is current and relevant to the DFP process. We would prepare the required preliminary documents that will be submitted to the Kentucky Department of Education (KDE), including 8.5 x 11 format building plans. If necessary, we will put together any necessary updates to school space inventories completed through the Ameresco SpacePlanner app but, from what you shared, these should be up to date.

For facilities which have had capital improvements since the last District Facilities Plan, we'll make use of the documentation prepared for you in realization of those projects.

Our compiled information will be submitted to the KDE for their review and approval in order to gain authorization for GCS to commence the Local Planning Committee meetings.

In addition to the preliminary documentation, Studio Kremer will support the LPC and the district in the preparation of the District Facility Plan throughout the process. This will include preparing for LPC meetings, introduction of the Part 1 and Part 2 presentations prepared by KDE, and preparation and revisions of the DFP documents as directed by the LPC.

Studio Kremer Architects will provide document preparation, any necessary planning/design concept services, and preparation of the DFP documents on an hourly basis at a rate of $175/hour. We anticipate that we will spend up to 40 hours putting together preliminary documentation and another 40 hours over the course of your DFP / LPC process. These are estimates based on past experience, with the expectation that the DFP / LPC process will not extend beyond the typical 6–8 weeks. Based on these assumptions, our services would amount to approximately $14,000.

You suggested that the district may be interested in engaging Mr Tim Eaton as a facilitator of the process. If it

is determined that Mr Eaton will assist, our time commitment may be reduced.

Travel costs are included in this rate. The only reimbursable will be the cost of reproduction of drawings. These should be minor. We may be able to print most in-house, or, if handled through a commercial printing company like Lynn Imaging or Zen Reprographics, we can have them invoiced directly to the district.

As part of our service to the district, we will have at least one representative of Studio Kremer attend as a non-voting participant in each of your Local Planning Committee's meetings. Because we are knowledgeable about the process as pursued in other districts and about conversations that have occurred state-wide regarding facilities planning over the past few years, we can be a resource in the LPC's discussions. This participation will not be part of the cost of our consulting services and will not be invoiced.

If you agree with the proposal as described, your signature on this letter can serve as our agreement for services. Please sign one copy and return it to me while retaining the second copy for your records.

We are looking forward to working with GCS and your Local Planning Committee to create a plan that appropriately outlines future facilities needs.

Thank you.

Sincerely,
Studio Kremer Architects

Steven R Ward AIA
Architect/Partner

Accepted:

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Mr Jeremey Booher
Gallatin County Schools