



FLOYD COUNTY BOARD OF EDUCATION
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William Newsome, Jr., Board Chair - District 3
 Linda C. Gearheart, Vice-Chair - District 1
 Dr. Chandra Varia, Member - District 2
 Keith Smallwood, Member - District 4
 Steve Stone, Member - District 5

Consent Agenda Item (Action Item): Consider proposal from Rosstarrant Architects to assist in the completion of our Kentucky Facilities Inventory & Classification System (KFICS) assessment and District Facilities Plan (DFP).

Applicable State or Regulations: 702 KAR 4:180 which requires a school district to develop a local District Facilities Plan once every four (4) years in accordance with the schedule set by the Commissioner of Education and approved by the Kentucky Board of Education.

Fiscal/Budgetary Impact: Proposal amount is \$67,951.26 (See attached).

History/Background: Rosstarrant will review our existing DFP and current KFICS assessments. This includes every facility in the district for a total SF of 1,132,521. Once complete they will provide services in planning and developing a new DFP for the district. The DFP is used for accessing need based funds that are restricted for school Capital Construction and Major Renovation. The DFP must be approved by the Kentucky Board of Education by June 2025.

Recommended Action: To approve proposal from Rosstarrant as presented.

Contact Person(s): Linda Hackworth, Chief Facilities Officer

NA
 Principal

Linda Hackworth
 Director

Larry Hammond
 Superintendent

Date: October 8, 2024



rosstarrant architects

architecture · civil engineering · landscape architecture · interior design

August 23, 2024

Ms. Linda Hackworth
Floyd County Schools

Re: Floyd County Board of Education
District Facilities Plan & KFICS Assessment – Architectural & Engineering Services

Dear Ms. Hackworth:

We appreciate the opportunity to submit this proposal to assist in the completion of your Kentucky Facilities Inventory & Classification System (KFICS) assessment and District Facilities Plan (DFP.)

For the KFICS Assessment, the scope includes review of the existing DFP and KFICS, KDE model program assessment to identify space deficiencies, building field assessment and KFICS assessment using the KFICS space planner template, report of required improvement based on the KFIC assessments, and cost of improvements based on the KDE prescribed costing metrics.

It is our understanding that the facilities you wish to have evaluated include the following:

Floyd Central High School	144,721	SF
Betsy Layne High School	101,122	SF
Prestonsburg High School	114,915	SF
Floyd Area Technology Center	32,389	SF
Renaissance Learning Center	34,837	SF
James D. Adams Middle School	70,354	SF
Allen Elementary School	55,904	SF
Betsy Layne Elementary School	98,772	SF
Duff-Allen Central Elementary School	83,027	SF
John M. Stumbo Elementary School	59,900	SF
May Valley Elementary School	48,065	SF
Prestonsburg Elementary School	73,000	SF
South Floyd Elementary School	102,199	SF
Floyd County Board of Education	100,382	SF
Floyd County Bus Garage	12,934	SF
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Total SF	1,132,521	SF

For the DFP, the scope will include the following:

Task 1: Existing DFP Review & Update: We will work with you to review work that has been completed or is under construction as identified on the current DFP approved in August 2021 by the Kentucky Board of Education (KBE.)

Task 2: Model Program Assessment: We will provide an analysis to compare the existing facilities and existing enrollment against the model program for a new facility and identify any space deficiencies. This assessment will be based on the current grade configuration.

Task 3: Building & KFICS Assessment: We will complete the KFICS evaluation, taking a team of trained design professionals to each of the facilities you have designated to be a part of this project. When on site, we will photo-document the condition of the building and the elements within the Asset Planner. We will then use the Space Planner template to evaluate the building square footage for the designated use in relationship to the KDE Model Program. We will assist in uploading this information to KDE and Ameresco and see that the KFICS process is completed. At the close of the KFICS process, we will look again at each school center to determine the need and projected cost to update, renovate or replace systems in the next 4-6 years per KFICS indicated needs. We will also include projected costs for new facilities or additions to existing facilities.

Task 4: Deliverables: We will provide a report of space needs and an estimated cost opinion for building improvements based on the work completed within Tasks 1 and 2. We will edit and adjust this report based on the decisions made by the Local Planning Committee (LPC) and review comments from the Kentucky Department of Education (KDE.) We will produce exhibit floor plans for each facility and prepare cost opinions associated with the proposed new work and renovations. Additionally, we will assist the District in preparing the updated DFP, including project descriptions and cost opinions.

Throughout these tasks, we will work closely with you (or your facilitator) to prepare a single draft DFP for submission to KDE, and to assist in completing revisions requested by all parties. If additional draft DFP's are needed, we will provide under additional services.

Meeting Attendance: In addition to the services described above, we will attend up to eight (8) meetings with either your Local Planning Committee (LPC) or the Board of Education. In addition, we will be available for one meeting directly with KDE in Frankfort, if necessary, to review your plan. You should expect the following meetings to occur as a part of your DFP process. Your actual meeting schedule will be established by your facilitator if you decide to engage a facilitator.

LPC Meeting #1 (Orientation-part 1):

- Minimum 7-day advertisement required
- Introductions
- Select Chair and Vice-Chair
- View KDE Part 1 video
- Review Current District Facility Plan
- Review process & confirm schedule

LPC Meeting #2 (Orientation-part 2):

- LPC Meeting - minimum 24-hour notice required
- View KDE power point presentation
- Report on Bonding Potential (District to contact their fiscal agent)
- Report on Building Assessments
- Reports from School Principals
- Comprehensive School Improvement Plan (CSIP)
- Report from Director of Technology
- Transportation Report
- MUNIS Report
- Student Assessment Report
- Educational Programs Report

Public Forum #1, followed by LPC Meeting #3:

- Public Forum - minimum 7-day advertisement required
- LPC Meeting – minimum 24-hour notice required
- Review current District Facility Plan (DFP)
- Discuss initial options for utilization of facilities / spaces

Public Forum #2, followed by LPC Meeting #4:

- Public Forum – minimum 7 days advertisement required
- Minimum 24-hour notice required
- Continue discussion and review options for utilization of facilities

- Complete draft of facility plan and send to KDE for review

Once review comments are received back from the Kentucky Department of Education, the following meetings may occur:

Public Forum #3 (final), followed by LPC Meeting #5:

- Public Forum -- minimum 7 days advertisement required
- LPC - minimum 24-hour notice required
- LPC presents reviewed DFP with KDE comments at public forum
- LPC reviews KDE comments
- LPC votes on reviewed DFP (or revises and resubmits draft DFP to KDE)
- Sends to Board of Education for consideration

Board Meeting

- Local Board votes on reviewed DFP
- Local Board selects a Hearing Officer
- Request hearing packet from KDE
- Sets date for Public Hearing

Public Hearing

- Minimum 14-day advertisement period required. (Copies of draft DFP to be available at Board office and local schools.)
- Hearing Officer prepares Hearing Report

Board Meeting

- Board votes on Hearing Report

Following the above steps, the District shall submit the final District Facilities Plan / Hearing Report to KDE, a minimum of 45 days prior to the Kentucky Board of Education (KBE) meeting.

We propose a lump sum fee of the following based on \$0.06 per square foot for these services. Given your district's approximate gross square footage of 1,132,521 SF, our fee would be computed as \$67,951.26

This amount also includes the required services of mechanical, electrical and plumbing engineers.

This fee includes the cost of travel and printing expenses.

In the future, we'll credit 50% of the fee we charge for this project against the design phase of your next construction project of \$4,000,000 or above, as long as it occurs within four years of completing your district facility plan.

Again, we thank you for the opportunity to provide you with our proposed services. If this is acceptable, simply sign this letter and return one copy to our office. Our firm is honored to continue to serve the Floyd County Board of Education.

Sincerely,

Accepted By:



Michael Hughes, AIA, LEED AP
Project Manager

Floyd County Board of Education

/mjh

c: Mary Lynne Lange
Sarah Lamere
File

Date: _____