



FLOYD COUNTY BOARD OF EDUCATION
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Consent Agenda Item (Action Item): Consider/Approve RossTarrant Architects to Assist Floyd County Schools with Architectural Services for Property Purchase at North Lake Drive

Applicable State or Regulations: 702 KAR 4:160 (Capital Construction Process) and 702 KAR 4:180 (School Facilities Planning Manual)

Fiscal/Budgetary Impact: All expenses associated with the architectural and engineering services will be paid out of general funds.


History/Background: Floyd County Schools is in the process of evaluating the potential purchase of property located at 1009 North Lake Drive for a multiple purpose athletic facility. As part of the due diligence process, the Kentucky Department of Education (KDE) requires that property considered for acquisition undergo review to ensure compliance with all applicable regulations, including site and facility.

The district requires architectural and engineering support services to assist with:

- Evaluating the site for suitability, accessibility, and compliance with KDE standards.
- Coordinating with civil, structural, and environmental engineers to prepare site analysis documentation.
- Providing cost analysis related to potential development and utility connections.
- Assisting in preparing the necessary documentation for KDE review and Kentucky Board of Education (KBE) consideration if the acquisition and site development costs exceed KDE's 10% budget threshold.

Recommended Action: To ensure the proposed property purchase meets KDE standards and district needs, it is recommended that Floyd County Schools engage architectural services to support the evaluation and documentation process.

Contact Person(s): Kevin O'Quinn, Director of Facilities


Director


Superintendent

Date: October 22, 2025



rosstarrant architects

architecture · civil engineering · landscape architecture · interior design

October 21, 2025

Mr. Kevin O'Quinn
Director of Facilities
Floyd County Schools
442 Ky Rt. 550
Eastern, Kentucky 41622

Via Email: kevin.oquinn@floyd.kyschools.us

Re: Site Acquisition for Prestonsburg High School Athletic Facility
Floyd County Schools
Prestonsburg, Kentucky

Dear Mr. O'Quinn:

Thank you for the opportunity to submit this proposal to assist Floyd County Schools with the required KDE drawings for the purchase of the property at 1009 North Lake Drive, Prestonsburg, Kentucky.

Scope of Services Description: Floyd County Schools wishes to buy a property adjacent to Prestonsburg High School that can be used to support multiple athletics teams and students. To meet KDE requirements for the purchase of the property, RTA will provide the deliverables listed below:

- Site Plan showing the proposed location of future improvements, roadway ingress/egress, interior vehicular circulation, and parking.
- Floor Plan identifying the proposed fit-up use(s).
- Opinion of Probable Cost for demolition and new construction scope.

Schedule: Final deliverables will be provided within approximately two weeks of the acceptance of this fee proposal.

Proposed Fee: Based on the above scope of services, we propose lump sum fee **\$15,000** for the deliverables as described above.

Conditions: The above fee is subject to the following conditions:

1. **Invoicing.** Invoices will be submitted monthly and will be based upon services performed, within the context of this proposal.
2. **Reimbursable Expenses:** Expenses for travel (mileage) are not included in the above proposed fee but will be invoiced at our cost. It is assumed that final deliverables will be provided in a digital format only. Should additional on-site meetings, printed copies of the final plan or presentation-quality renderings be desired, associated costs will be billed separately without additional markup.
3. **Renderings:** No renderings are included in the proposed fee above. Should renderings be requested, these shall be provided at cost of \$4,000 per rendering.
4. **Hazardous Materials.** This proposed scope of services excludes any services associated with the identification, assessment, proposed treatment, or abatement of hazardous materials.

5. Extra Work Due to Changes: Should the scope of the project or schedule materially change from that upon which this proposal is based as the result of unforeseen circumstances, we reserve the right to adjust the fee for services accordingly. It is recommended that the fee for any extra services be mutually agreed upon in writing before they are performed. Changes subject to additional services requests would include the following:
- a) Increases in the scope of services beyond what is cited in this document
 - b) Other such changes to the work as agreed upon by Floyd County Schools and RTA.

We are extremely excited to have this opportunity to assist Floyd County Schools to purchase a new property that will be used to support Prestonsburg High School's athletics teams and students. Should you have any questions regarding this proposal, please feel free to call me.

Sincerely,



Sarah Lamere AIA, LEED AP BD+C, WELL AP
Senior Principal

/s/

Accepted by:

Floyd County Board of Education

Date: _____

c: Mary Lynne Lange, Michael Hughes
251021-fee proposal_Prestonsburg HS site acquisition