

## MEMORANDUM

**DATE:** June 27, 2023  
**TO:** Kenton County Fiscal Court  
**FROM:** Holly Hill, Purchasing Manager  
**RE:** **Kenton Co. Justice Center and Parking Facility Management**

The Kenton County Purchasing Department is requesting permission from the Kenton County Fiscal Court to extend the Kenton County Justice Center and Parking Facility Management contract with Meridian Management Corporation for the Kenton County Fiscal Court. This will be the first extension of the initial contract that started on September 1, 2019 through August 31, 2023, with an option to extend for three (3) one (1) year contract extensions upon mutual agreement. This contract will start September 1, 2023 through August 31, 2024.

This recommendation was discussed and confirmed by Kenton County Assistant Administrator, Scott Gunning.



June 16, 2023

By Electronic Mail

Scott Gunning  
Assistant County Administrator  
1830 Simon Kenton Way, Suite 5200  
Covington, Kentucky 41001  
[scott.gunning@kentoncounty.org](mailto:scott.gunning@kentoncounty.org)

Re: Renewal Term for Facilities Management Contract for Kenton County Justice Center and Parking Facility (KENT)

Dear Scott:

Meridian Management Corporation ("Meridian") is pleased that the County has elected to renew the term for the agreement between Kenton County Fiscal Court and Meridian for facility management of Kenton County Justice Center and Parking Facility (KENT).

The initial four-year term of the agreement ends on August 31, 2023. This letter confirms that the parties will execute the first of the four (4) additional one-year renewal terms. We will apply a 5.4% escalation based on May 2023 CPI index for the services category in the Midwest region (Consumer Price Index, Midwest Region – May 2023 : Mountain-Plains Information Office : U.S. Bureau of Labor Statistics (bls.gov)) as follows:

	Year 4 of 4 (Base Contract) Sept 1, 2022-Aug 31, 2023	Year 1 of 4 (Extension) Sept 1, 2023-Aug 31, 2024
Kenton County Justice Center	\$462,716.00	\$487,702.66
Kenton County Parking Facility	\$4,831.51	\$5,092.41
Kenton County Parking Facility Elevator	\$11,068.49	\$11,666.19

Please let us know if you require anything further to secure approval for this renewal.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Ian C. Stuart", with a stylized flourish at the end.

Ian C. Stuart  
Title: President

cc: Randall Scrivner