



**BRANDSTETTER  
CARROLL INC**  
ARCHITECTS . ENGINEERS . PLANNERS

2360 Chauvin Dr  
**LEXINGTON**  
KY 40517  
859.268.1933  
FX: 859.268.3341

308 East 8<sup>th</sup> St  
**CINCINNATI**  
OH 45202  
513.651.4224  
FX: 513.651.0147

1220 West 6<sup>th</sup> St  
Suite 300  
**CLEVELAND**  
OH 44113  
216.241.4480  
FX: 216.736.7155

17300 Preston Rd  
Suite 310  
**DALLAS**  
TX 75252  
469.941.4926  
FX: 469.941.4112

July 21, 2020

Mr. Kris Knochelmann  
Kenton County Judge Executive  
Kenton County  
303 Court Street, Suite 205  
Covington, Kentucky 41011

RE: Request for Quote – Kenton County Administration Community Space Fit-Up

Dear County Judge Knochelmann:

We are pleased to present this proposal regarding the above project. We have submitted a single proposal that would be applicable to the improvements that would be required to fit-up the future space on the second floor of the Administration Building into a Community Space.

Attached is a brief Scope of Services for the work necessary for the development of the project. I believe this proposal covers the items that we find necessary to assist you in your project.

Please review this information to make sure it is consistent with your needs. Regarding schedule, we could begin the process as soon as possible upon receipt of authorization to proceed and a signed Scope of Services Contract.

We are proud to be associated with Kenton County on previous efforts such as the Kenton County Administration Building and look forward to continuing this relationship.

If we can be of any further assistance in this matter, please advise.

Sincerely,

Philip N. Schilffarth, AIA

PNS/meg