

ROBERT EHMET HAYES & ASSOCIATES, PLLC

ARCHITECTS

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November 29, 2011

VIA FAX AND HAND DELIVERY

To: Mr. Jim Palm, Superintendent
Southgate Independent Schools

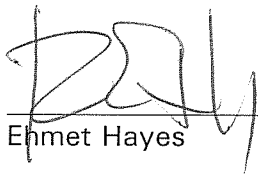
RE: SOUTHGATE ELEMENTARY SCHOOL - ADDITION
REH #350-910 / BG #11-004

- Enclosures:
1. Review copy of Change Order No. 3.
 2. KDE's Change Order Supplemental Information Forms.
- Action Required:
1. Submit to Board at December meeting for review and approval.
 2. Sign KDE's Supplemental Information Form.
 3. Forward to Architect a copy of Board Minutes approving this Change Order, together with signed Supplemental Information forms. We, in turn, will forward all required information to KDE for their review and approval of this Change Order.

When KDE approval is received, we will forward original copies of Change Order to you for signature.

If you have any questions in this regard, please call.

Best regards,



Robert Ehmet Hayes

EH:mjs

c: Mark Spaulding Construction – with copy of same

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

CHANGE ORDER SUPPLEMENTAL
INFORMATION FORM

702 KAR 4:160

(Supplement to AIA G701 and G701/CMA Change Order Forms)

District: Southgate Independent District Code: 537 Facility Name: Southgate Elementary School School Code: 010

BG #: 11-004 Project: Southgate Elementary School - Addition Contract/Bid Package: Total Project

Original Contract Sum: \$ 975,400 Change Order Number: 3

Requested Change Order Amount Add \$1,050 Time Extension Required: ☐ Yes ☒ No
(Change Proposal #12)

NOTE: All change orders shall be submitted with complete cost breakdown including materials, labor, overhead and profit, and any other descriptive drawings and information.

Contract change requested by:

☐ Local Board of Education ☐ General Contractor
☒ Architect/Engineer ☐ Construction Manager
☐ Code Enforcement Official ☐ Other: _____

Change Order Description and Justification:

Demolish brick archway and install CMU soaps to 6" above ceiling to cover existing brick columns.

Cost Benefit to Owner:

The archway is now more aesthetically pleasing.

Have contract unit prices been utilized to support the cost associated with this change order?

☐ Yes ☒ No

Is the cost for this change order supported by an alternate bid or competitive price quote(s)?

☐ Yes ☒ No

Does this change order effect the total Architect/Engineer design fee for this project? ☐ Yes ☒ No

Current A/E Contract Amount: \$ _____

Fee Amount for this change +/-: \$ _____

New A/E Contract Amount: \$ _____

Board of Education Designee Signature

Date

Attach additional pages if necessary

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

CHANGE ORDER SUPPLEMENTAL
INFORMATION FORM

702 KAR 4:160

(Supplement to AIA G701 and G701/CMa Change Order Forms)

District: Southgate Independent District Code: 537 Facility Name: Southgate Elementary School School Code: 010

BG #: 11-004 Project: Southgate Elementary School - Addition Contract/Bid Package: Total Project

Original Contract Sum: \$ 975,400 Change Order Number: 3

Requested Change Order Amount Add \$825 Time Extension Required: ☐ Yes ☒ No
(Change Proposal #13.1)

NOTE: All change orders shall be submitted with complete cost breakdown including materials, labor, overhead and profit, and any other descriptive drawings and information.

Contract change requested by:

☐ Local Board of Education ☐ General Contractor
☒ Architect/Engineer ☐ Construction Manager
☐ Code Enforcement Official ☐ Other: _____

Change Order Description and Justification:

Change electrical light fixture on landing at stairway because the recessed fixture specified could not be installed in the location shown due to structure located directly above the new ceiling.

Cost Benefit to Owner:

The fixture being supplied as a replacement will match the other lighting fixtures in the stairwell.

Have contract unit prices been utilized to support the cost associated with this change order?

☐ Yes ☒ No

Is the cost for this change order supported by an alternate bid or competitive price quote(s)?

☐ Yes ☒ No

Does this change order effect the total Architect/Engineer design fee for this project? ☐ Yes ☒ No

Current A/E Contract Amount: \$ _____

Fee Amount for this change +/-: \$ _____

New A/E Contract Amount: \$ _____

Board of Education Designee Signature

Date

Attach additional pages if necessary

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

CHANGE ORDER SUPPLEMENTAL
INFORMATION FORM

702 KAR 4:160

(Supplement to AIA G701 and G701/CMA Change Order Forms)

District: Southgate Independent District Code: 537 Facility Name: Southgate Elementary School School Code: 010

BG #: 11-004 Project: Southgate Elementary School - Addition Contract/Bid Package: Total Project

Original Contract Sum: \$ 975,400 Change Order Number: 3

Requested Change Order Amount Add \$1,744 Time Extension Required: ☐ Yes ☒ No
(Change Proposal #14)

NOTE: All change orders shall be submitted with complete cost breakdown including materials, labor, overhead and profit, and any other descriptive drawings and information.

Contract change requested by:

- | | |
|--------------------------------------------------------------|-----------------------------------------------|
| <input checked="" type="checkbox"/> Local Board of Education | <input type="checkbox"/> General Contractor |
| <input type="checkbox"/> Architect/Engineer | <input type="checkbox"/> Construction Manager |
| <input type="checkbox"/> Code Enforcement Official | <input type="checkbox"/> Other: _____ |

Change Order Description and Justification:

Commemorative plaque requested by owner which was not part of contract package.

Cost Benefit to Owner:

Owner receives desired plaque.

Have contract unit prices been utilized to support the cost associated with this change order?

☐ Yes ☒ No

Is the cost for this change order supported by an alternate bid or competitive price quote(s)?

☐ Yes ☒ No

Does this change order effect the total Architect/Engineer design fee for this project? ☐ Yes ☒ No

Current A/E Contract Amount: \$ _____

Fee Amount for this change +/-: \$ _____

New A/E Contract Amount: \$ _____

Board of Education Designee Signature

Date

Attach additional pages if necessary

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

CHANGE ORDER SUPPLEMENTAL
INFORMATION FORM

702 KAR 4:160

(Supplement to AIA G701 and G701/CMA Change Order Forms)

District: Southgate Independent District Code: 537 Facility Name: Southgate Elementary School School Code: 010
BG #: 11-004 Project: Southgate Elementary School - Addition Contract/Bid Package: Total Project
Original Contract Sum: \$ 975,400 Change Order Number: 3
Requested Change Order Amount Add \$384 Time Extension Required: ☐ Yes ☒ No
(Change Proposal #15)

NOTE: All change orders shall be submitted with complete cost breakdown including materials, labor, overhead and profit, and any other descriptive drawings and information.

Contract change requested by:

- | | |
|--------------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Local Board of Education | <input type="checkbox"/> General Contractor |
| <input checked="" type="checkbox"/> Architect/Engineer | <input type="checkbox"/> Construction Manager |
| <input type="checkbox"/> Code Enforcement Official | <input type="checkbox"/> Other: _____ |

Change Order Description and Justification:
Rework circuit for the exit light on the second floor due to the existing exit sign running through a portion of the wall to be demolished. This change re-feeds this exit sign through existing structure.

Cost Benefit to Owner:
This provides increased safety resulting from the exit signage being reinstalled.

Have contract unit prices been utilized to support the cost associated with this change order?
☐ Yes ☒ No

Is the cost for this change order supported by an alternate bid or competitive price quote(s)?
☐ Yes ☒ No

Does this change order effect the total Architect/Engineer design fee for this project? ☐ Yes ☒ No

Current A/E Contract Amount: \$ _____

Fee Amount for this change +/-: \$ _____

New A/E Contract Amount: \$ _____

Board of Education Designee Signature

Date

Attach additional pages if necessary