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March 17, 2014

Via USPS

ROBERT EHMET HAYES (1961-2009)

MICHAEL BRENT BISHOP

R. EHMET HAYES

JOSEPH AHRENS HAYES

RYAN THOMAS FICKE

Mr. Jim Palm, Superintendent  
Southgate Independent Board of Education  
6 William Blatt  
Southgate, Kentucky 41071

RE: SOUTHGATE ELEMENTARY SCHOOL – BOILER REPLACEMENT  
REH Project #350-213

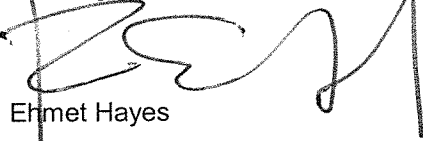
Dear Jim:

Enclosed are two forms required by KDE for project closeout.

1. BG-4: To be approved and signed by the Board.
2. BG-5: This is a new form. We've filled in as much as we can. See "B. Reconciliation of Final Project Cost" and complete "Final Project Costs" and "Fund Sources Utilized" and complete. They need to match. Then, have approved and signed by the Board.

You can either forward one each to KDE with a copy to our office, or return to us and we will forward to KDE. If you have any questions regarding these forms, please call. We are "feeling our way" on BG-5.

Best regards,



Ehmet Hayes

EH:czh

Attachments

KENTUCKY DEPARTMENT OF EDUCATION  
DISTRICT FACILITIES BRANCH

BG-4, SEPTEMBER 2010  
PROJECT CLOSEOUT FORM  
702 KAR 4:160

District: Southgate District Code: 537 Facility Name: Southgate School School Code: 010  
BG#: 13-146 Project: Southgate School - Boiler Replacement REH Project #350-213  
Contractor: Blau Mechanical Supplier: \_\_\_\_\_ Bid Package: \_\_\_\_\_ Total Package: \_\_\_\_\_

A. Project Construction Cost:

Gross Square Footage: \_\_\_\_\_  
Original Contract or Purchase Order Sum \$ 26,500  
Net Total Change by Change Orders \$ 39,426  
Total Cost of Construction (Include Change Orders) \$ 65,926

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: x e. Sprinkler Certificate DATE: X  
b. Plumbing Certificate DATE: x f. Boiler Certificate DATE: 4/12/13  
c. Electrical Certificate: DATE: x g. Range Hood Suppression DATE: x  
d. Fire Alarm Certificate: DATE: x h. Other DATE: x

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate x DATE: \_\_\_\_\_  
b. Other x DATE: \_\_\_\_\_

C. Close Out:

1. Punch List Completed DATE: 12/1/11 4. Owner Training on Systems DATE: 4/1/13  
2. Record Drawings Completed DATE: x 5. Verification of Payment of DATE: 1/20/14  
3. Warranty & Guarantees Debts and Claims to Date  
Information Provided DATE: 4/1/13 6. Other \_\_\_\_\_ DATE: x

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management, in our professional opinion, and to the best of our information, knowledge, and belief.

Architect: \_\_\_\_\_ DATE: 3/15/14

Robert Ehmet Hayes & Associates, PLLC

Engineer: Stephen M. Federle DATE: 3/15/14

KLH Engineers, PSC Stephen Federle P.E.

Contractor/ Supplier/ Construction Manager: Maurice R. Blau DATE: 3/17/14

Blau Mechanical, Inc.

The \_\_\_\_\_ Board of Education accepts this project as being complete subject to the approval of the District Facilities Branch.

Local Board of Education Designee: \_\_\_\_\_ DATE: \_\_\_\_\_

LOCAL BOARD ORDER MUST BE ATTACHED  
Submit one complete copy to the District Facilities Branch

KENTUCKY DEPARTMENT OF EDUCATION  
DISTRICT FACILITIES BRANCH

BG-4, SEPTEMBER 2010  
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2. Record Drawings Completed DATE: x 5. Verification of Payment of Debts and Claims to Date DATE: 1/20/14  
3. Warranty & Guarantees Information Provided DATE: 4/1/13 6. Other \_\_\_\_\_ DATE: x

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management, in our professional opinion, and to the best of our information, knowledge, and belief.

Architect: Robert Emmet Hayes & Associates, PLLC DATE: 3/15/14  
Engineer: Stephen N. Federle DATE: 3/15/14  
KLH Engineers, PSC Stephen Federle P.E.  
Contractor/ Supplier/ Construction Manager: Maurice R. Blau DATE: 3/17/14  
Blau Mechanical, Inc.

The \_\_\_\_\_ Board of Education accepts this project as being complete subject to the approval of the District Facilities Branch.

Local Board of Education Designee: \_\_\_\_\_ DATE: \_\_\_\_\_

LOCAL BOARD ORDER MUST BE ATTACHED  
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## KENTUCKY DEPARTMENT OF EDUCATION

702 KAR 4:160

BG-5  
PROJECT CLOSEOUT FORM

District: \_\_\_\_\_ District Code: 537 Facility Name: Southgate School School Code: 010  
 BG #: 13-146 Project Name: Boiler Replacement REH Project # 350-213

## A. PROJECT COMPLETION &amp; INVENTORY UPDATE

Project Total Gross Square Footage: \_\_\_\_\_

To the best of our knowledge the work performed under this project has been reviewed and found to be substantially complete, according to the KDE approved Construction Documents.

Date of Project Substantial Completion : Apr-13

Upon project completion, submit a revised total building inventory file, per 702 KAR 4:180, for building(s) modified or newly constructed during the project.

Date of Inventory Update: \_\_\_\_\_

## B. RECONCILIATION OF FINAL PROJECT COST

	CURRENT BG-1 COSTS (reconciled with bid amts.)	FINAL PROJECT COSTS		CURRENT BG-1 FUNDS AVAILABLE (reconciled with bid amounts)	FINAL FUND SOURCES UTILIZED
1. Total Construction Cost	\$ 65,926.00	\$ 65,926.00	1. SFCC Cash Req.	\$ -	\$ -
2. Architect/Engineer Fee	\$ 10,153.00	\$ 10,153.00	2. SFCC Bond Req.	\$ -	\$ -
3. Construction Manager Fee	\$ -	\$ -	3. SFCC Bond Sale	\$ -	\$ -
4. Bond Discount	\$ -	\$ -	4. Local FSPK Bond Sale	\$ -	\$ -
5. Fiscal Agent Fee	\$ -	\$ -	5. Local Gen Fund Bond Sale	\$ -	\$ -
6. Construction Contingencies	\$ 3,296.00	\$ -	6. Cash - General Fund	\$ -	\$ -
7. Site Acquisition	\$ -	\$ -	7. Cash - Capital Outlay	\$ -	\$ -
8. Equipment/Furnishings	\$ -	\$ -	8. Cash - Building Fund	\$ -	\$ -
9. Equipment/Computers	\$ -	\$ -	9. Cash - Inv. Earnings	\$ -	\$ -
10. Tech. Network Sys. (KETS)	\$ -	\$ -	10. KETS	\$ -	\$ -
11. Other*	\$ -	\$ -	11. KYTC Reimbursement	\$ -	\$ -
12. _____	\$ -	\$ -			
13. _____	\$ -	\$ -			
14. _____	\$ -	\$ -			
15. _____	\$ -	\$ -	12. Other*	\$ -	\$ -
16. _____	\$ -	\$ -	13. Other*	\$ -	\$ -
17. _____	\$ -	\$ -	14. Other*	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 79,375.00</b>		<b>Total Funds:</b>	<b>\$ -</b>	<b>\$ -</b>

\* Define

The expense totals reflected on this form were incurred as a result of the construction for the above reference project.  
 An accounting of the expenses was presented to the board for review and approval prior to payment.

The \_\_\_\_\_ Board of Education accepts this project as being complete subject to the review of KDE.

Local Board of Education Designee: \_\_\_\_\_

DATE: \_\_\_\_\_

LOCAL BOARD ORDER MUST BE ON FILE WITH DISTRICT  
 Submit one complete copy to KDE for each completed project.

SUBMIT AN INVENTORY UPDATE - PER 702 KAR 4:180

BG-5 Date: 3/15/14

Board Order Date: \_\_\_\_\_