

KENTUCKY DEPARTMENT OF EDUCATION  
DISTRICT FACILITIES BRANCH

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

District: Hardin County District Code: 231 Facility Name: Radcliff Elementary School School Code: \_\_\_\_\_  
BG#: 11-074 Project: Radcliff Elementary School Renovation - Phase 3  
Contractor: Morel Construction Co. Supplier: \_\_\_\_\_ Bid Package: \_\_\_\_\_

A. Project Construction Cost

Gross Square Footage: 24,642  
Original Contract or Purchase Order Sum \$ 5,088,000.00  
Net Total Change by Change Orders \$ 177,103.96  
Total Cost of Construction (Include Change Orders) \$ 5,265,103.96

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: 4.19.12 e. Sprinkler Certificate DATE: 10.05.11  
b. Plumbing Certificate DATE: 9.26.11 f. Boiler Certificate DATE: n/a  
c. Electrical Certificate: DATE: 10.17.11 g. Range Hood Suppression DATE: n/a  
d. Fire Alarm Certificate: DATE: 9.22.11 h. Other DATE: \_\_\_\_\_

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: n/a  
b. Other DATE: \_\_\_\_\_

C. Close Out

1. Punch List Completed DATE: 3.27.12 4. Owner Training on Systems DATE: 3.27.12  
2. Record Drawings Completed DATE: 3.27.12 5. Verification of Payment of DATE: 4.30.12  
3. Warranty & Guarantees Debts and Claims to Date  
Information Provided DATE: 3.27.12 6. Other DATE: \_\_\_\_\_

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the District Facilities Branch.

Architect: <u>[Signature]</u>	DATE: <u>5/8/12</u>
Engineer: <u>[Signature] P.E.</u>	DATE: <u>5/7/12</u>
Contractor/Supplier: <u>[Signature]</u>	DATE: <u>5/8/12</u>
Construction Manager: <u>[Signature] Vice Pres.</u>	
The <u>Hardin County</u> 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

## LETTER OF TRANSMITTAL

Date: 05/08/2012, 2:45 PM  
Attention: **Mr. Gary Milby**  
To: Hardin County Schools  
65 W.A. Jenkins Road  
Elizabethtown, KY 42701

270-769-8800

Job Name: Radcliff Elementary School  
Job Number: 1004  
From: Debra Guess  
**Sherman - Carter - Barnhart**  
100 Mallard Creek Road, Suite 151  
Louisville, KY 42007  
(502) 721-6100 fax: (502) 721-6111

WE ARE SENDING YOU: ☒ Attached ☐ Under separate cover via \_\_\_ the following items:

- ☐ Shop drawings ☐ ASI ☐ Plans ☐ Samples ☐ Specs  
☐ Copy of letter ☐ Change Order ☐ Contracts ☐ Prop. Req. ☐ Disk(s)  
☒ (other) \_\_\_

Copies	Date	No.	Description
4			Morel's Payment Application No. 13, for \$18,944.00, certified for payment
1			BG-4 Close-out document signed by the Architect, Engineer and Contractor

THESE ARE TRANSMITTED as checked below:

- ☐ For approval ☐ For review and comment ☐ Resubmit \_\_\_ copies for approval  
☐ For your use ☐ Approved as noted ☐ Submit \_\_\_ copies for distribution  
☐ As requested ☐ Returned for corrections ☐ Return \_\_\_ corrected plans  
☐ (other)

REMARKS: Please place both the payment application and the BG-4 on the next board meeting agenda for review and approval.

Upon board approval of the BG-4, please have Ms. Johnston sign the document and return it to this office for submission to KDE.

Thank you, Mr. Milby! Please call with any questions

COPY TO: File

SIGNED: Debra Guess

ARCHITECTURE - INTERIORS - LANDSCAPE ARCHITECTURE - ENGINEERING  
www.scbarchitects.com

IF ENCLOSURES ARE NOT AS NOTED, KINDLY NOTIFY US AT ONCE.