

ROBERT EHMET HAYES & ASSOCIATES, PLLC

ARCHITECTS

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August 18, 2018

ROBERT EHMET HAYES (1961-2009)

MICHAEL BRENT BISHOP

R. EHMET HAYES

JOSEPH AHRENS HAYES

RYAN THOMAS FICKE

VIA EMAIL and USPS

To: Mr. Tete Turner, CFO  
Newport Independent Schools

Re: Newport Independent Schools  
Welcome Center – Phase 2 Masonry Repairs  
BG #16-224 / REH #149-515

Enclosures:

1. Review copy of Change Order No. 1.
2. KDE's Change Order Supplemental Information Form.

Action Required:

1. Submit to the Board for review and approval.
2. Sign KDE's Supplemental Information Form.
3. Forward the signed Supplemental Information form to our office and we will send 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 the Change Order to you for signature.

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

  
\_\_\_\_\_  
Robert Emet Hayes  
EH:aes

**AIA****Document G701™ – 2001****Change Order****PROJECT** *(Name and address):*Newport Welcome Center  
Phase 2 Masonry Repairs  
30 West 8th Street  
Newport, Kentucky 41071**CHANGE ORDER NUMBER:** One (1)**DATE:** August 16, 2017**OWNER:** ☒**ARCHITECT:** ☒**CONTRACTOR:** ☒**FIELD:** ☐**KDE:** ☒**TO CONTRACTOR** *(Name and address):*Trisco Systems, Inc.  
2000 Baty Road  
Lima, Ohio 45807**ARCHITECT'S PROJECT NUMBER:** 149-515**CONTRACT DATE:** March 23, 2017**CONTRACT FOR:** Total Project

BG #: 16-224

**THE CONTRACT IS CHANGED AS FOLLOWS:***(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

Proposal No. 1 - Once construction was underway, it was found that the metal window lintel had rusted away and the anchors holding terra cotta blocking were deteriorated. This condition could lead to the terra cotta blocks falling; therefore, this repair work is critical since the units are three stories up and directly over the main entrance to the entire building. This Change Order includes all work associated with removing the historical terra cotta units over the north window, removing the rusted lintel system and providing new steel framework. The terra cotta units will then be anchored to the new galvanized framework and reinstalled. All the units will be labeled so they are put back in their original location.

Adjustment of Allowance No. 1 for rebuilding back-up and veneer brick. DEDUCT \$10,500.

TOTAL CHANGE ORDER AMOUNT.....ADD...\$62,430

The original contract sum was	\$	73,065.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	73,065.00
The Contract Sum will be increased by the amount of	\$	62,430.00
The new Contract Sum including this Change Order will be	\$	135,495.00

The Contract Time will be increased by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**Robert Ehmet Hayes & Associates, PLLC  
**ARCHITECT** *(Firm name)*2512 Dixie Highway  
Fort Mitchell, Kentucky 41071  
**ADDRESS****BY** *(Signature)*Ehmet Hayes, Member  
*(Typed name)***DATE**

Trisco Systems, Inc.

**CONTRACTOR** *(Firm name)*2000 Baty Road  
Lima, Ohio 45807  
**ADDRESS****BY** *(Signature)**(Typed name)***DATE**Newport Independent Board of Education  
**OWNER** *(Firm name)*30 West 8th Street  
Newport, Kentucky 41071  
**ADDRESS****BY** *(Signature)**(Typed name)***DATE**

BG #: 16-224  
REH #: 149-515

Change Order No.: One (1)

Change Proposal No.: 1

District: Newport Independent District Code: 452 Facility Name: Newport Welcome Center School Code: N/A

Project: Phase 2 Masonry Repairs Time Extension Required: ☐ Yes ☒ No If yes, by \_\_\_\_\_ day(s)

Date of Change Order: August 16, 2017 Change Order Amount: ☒ Increase ☐ Decrease ☐ Unchanged

Contractor / Vendor Name: Trisco Systems Bid Package No.: N/A

1. This Requested Change Order Amount + / -	\$	(10,500)
2. Remaining Construction Contingency Balance: (including line 1 above)	\$	72,930
3. Change in A/E Fee for this Change Order +/-	\$	No change
4. Change in CM Fee for this Change Order +/-	\$	No change

**Note: Change Orders equal to or greater than \$25,000 shall be submitted to KDE with detail cost breakdown. Attach additional pages if necessary.**

Contract change requested by: ☐ Local Board of Education ☐ General Contractor ☒ Architect/Engineer

☐ Construction Manager ☐ Code Enforcement Official ☐ Other: \_\_\_\_\_

Contract change reason code: ☐ Reduction of Scope ☐ Expansion of Scope ☐ Improved Plans/Specs

☐ Found Condition ☐ Code Compliance ☒ Other: allowance adjustment

Change Order Description and Justification:	Cost Benefit to Owner:
<b>This Change Order is for the adjustment of Allowance No. 1 for rebuilding back-up and veneer brick which did not need to be utilized.</b>	<b>Credit can be used to offset the cost of the lintel repair that was found to be required once construction was underway (see Proposal #2)</b>

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

☒ Yes ☐ No If no, provide a detailed cost breakdown which separates labor, material, profit and overhead.

**Cost Breakdown:**

Total Change Order Amt.:	Labor	Materials	Profit & Overhead*	Bond & Insurance
<b>\$ (10,500)</b>	\$	\$	\$	\$
% of Total Change Order Amt.:	%	%	%	%

**\*Profit & Overhead shall not exceed 15% of net cost of change order**

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

☐ Yes ☒ No If no, explain why \_\_\_\_\_

Board of Education Designee's Signature \_\_\_\_\_ Date \_\_\_\_\_

Finance Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Architect's Signature \_\_\_\_\_ 8/18/17  
Date

N/A  
Construction Manager's Signature \_\_\_\_\_ Date \_\_\_\_\_

BG #: 16-224  
REH #: 149-515

Change Order No.: One (1)

Change Proposal No.: 2

District: Newport Independent District Code: 452 Facility Name: Newport Welcome Center School Code: N/A

Project: Phase 2 Masonry Repairs Time Extension Required: ☐ Yes ☒ No If yes, by \_\_\_\_\_ day(s)

Date of Change Order: August 16, 2017 Change Order Amount: ☒ Increase ☐ Decrease ☐ Unchanged

Contractor / Vendor Name: Trisco Systems Bid Package No.: N/A

1. This Requested Change Order Amount +/-	\$	72,930
2. Remaining Construction Contingency Balance: (including line 1 above)	\$	0
3. Change in A/E Fee for this Change Order +/-	\$	No change
4. Change in CM Fee for this Change Order +/-	\$	No change

**Note: Change Orders equal to or greater than \$25,000 shall be submitted to KDE with detail cost breakdown.**  
Attach additional pages if necessary.

Contract change requested by: ☐ Local Board of Education ☐ General Contractor ☒ Architect/Engineer

☐ Construction Manager ☐ Code Enforcement Official ☐ Other: \_\_\_\_\_

Contract change reason code: ☐ Reduction of Scope ☒ Expansion of Scope ☐ Improved Plans/Specs

☐ Found Condition ☐ Code Compliance ☐ Other: \_\_\_\_\_

Change Order Description and Justification:	Cost Benefit to Owner:
Once construction was underway, it was found that the metal window lintel had rusted away and the anchors holding terra cotta blocking were deteriorated. This condition could lead to the terra cotta blocks falling; therefore, this repair work is critical since the units are three stories up and directly over the main entrance to the entire building. This Change Order includes all work associated with removing the historical terra cotta units over the north window, removing the rusted lintel system and providing new steel framework. The terra cotta units will then be anchored to the new galvanized framework and reinstalled. All the units will be labeled so they are put back in their original location.	Performing this work while the contractor is mobilized on-site is the most economical and timely manner to complete these emergency repairs to address this potential safety hazard.

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

☐ Yes ☒ No If no, provide a detailed cost breakdown which separates labor, material, profit and overhead.

**Cost Breakdown:**

Total Change Order Amt.:	Labor	Materials	Profit & Overhead*	Bond & Insurance
\$ 72,930	\$	\$	\$	\$
% of Total Change Order Amt.:	%	%	%	%

\*Profit & Overhead shall not exceed 15% of net cost of change order

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

☐ Yes ☒ No If no, explain why \_\_\_\_\_

Board of Education Designee's Signature \_\_\_\_\_ Date \_\_\_\_\_

Architect's Signature \_\_\_\_\_

8/18/17  
Date

Finance Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

N/A

Construction Manager's Signature \_\_\_\_\_

\_\_\_\_\_ Date