



Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, Kentucky 40165

502-869-8000  
Fax 502-543-3608  
[www.bullittschools.org](http://www.bullittschools.org)

MEMO

TO: Keith Davis  
FROM: Bret Highley *ABH*  
DATE: March 13, 2018  
RE: Board Agenda Item  
Maryville Elementary BG 15-106

The Kentucky Department of Education (KDE) now requires that any work performed by Bullitt County Public School staff using construction funds must complete a separate contract and submit via the FACPAC system. The Maintenance Department was given approval by the Board (8/28/17) to install circulating pumps in the kitchen freezer/cooler at Maryville.

As the information was being uploaded to FACPAC system the **total** PO amounts of \$1461.72 was ADDED to the approved amount of \$3245.00 by mistake -- bringing the amount in FACPAC to \$4706.72. This change order request will correct the error by deducting the \$1461.72 back out of the approved amount. The following table gives a true and accurate account of the project:

Board approved amount for materials/parts (8/28/17)	\$3245.00
Total cost of materials/parts change order #1	\$1461.72
Total deductive change order #2 for unused funds	\$1783.28

Attached for the Board's review and approval is Deduct Change Order #1 in the amount of \$1461.72 to correct the error.

If you have any questions, please call me at 502-921-3659.

Attachments:

- Exhibit A - FACPAC summary w/ explanation
- FACPAC Change Order Form

Equal Education and Employment Institution

*OK for March 15  
Wesley  
Bryson*

Exhibit A

**FACPAC Contract Form (Ref# 15323)**

District: Bullitt County (071)

BG Number: 15-106 (Imported Project)

Maryville Elementary School - Addition/Renovations

Form Status: Approved -

Signed

Project Status: Active

Project Phase: No Data

Contract: Bullitt County Schools maintenance , 0005, install a B&G PL55 pump for the freezer/cooler in the MES kitchen

Type: District Contract

Proposed

**Project: Maryville Elementary School - Addition/Renovations**

**BG Number: 15-106**

**Contract Summary**

Original Contract Amount

Purchase Order Total

Subtotal Original Contract Amount / Purchase Order Total

Net Total of Change Order Supplemental Information Forms to Contract

Net Total of Change Order Supplemental Information Forms to Purchase Orders

Subtotal - Net Total of Change Order Supplemental Information Forms to Contracts and Purchase Orders

Total Cost of Construction

**Contract Change Order Supplemental Information Forms**

CO 1 March 12th 2018, 2:27:02 pm

CO 2 March 12th 2018, 2:55:38 pm

**Purchase Orders (including Change Order Supplemental Information Forms if applicable)**

PO 1, W W Granger INC

PO 2, BRITE ELECTRIC SUPPLY

\$3,245.00

\$1,461.72

\$4,706.72

\$-3,245.00

\$0.00

\$-3,245.00

\$1,461.72

\$-1,461.72

\$-1,783.28

\$1,067.26

\$394.46

*This amount should not have been added it is included in \$3245.00 as this CO was for material and parts only. (Approved 8/28/17)*

*this is accurate*

## **FACPAC Contract Change Order Supplemental Information Form (Ref# 49172)**

Form Status: Saved  
Project Status: Active  
Project Phase: No Data

District: Bullitt County (071)  
BG Number: 15-106 (Imported Project)  
Maryville Elementary School - Addition/Renovations

Contract: Bullitt County Schools maintenance , 0005, install a B&G PL55 pump for the freezer/cooler in the MES kitchen

Type: District Contract

Proposed

Change Order Number	1
Time Extension Required	No
Date Of Change Order	3/12/2018
Change Order Amount To Date	Decrease

### **Construction Contingency**

Calculations below are project wide. Remaining negative Construction Contingency may require the submission of a revised BG1.

---

Current Approved Amount:	\$491,857.85
--------------------------	--------------

Net Approved COs:	\$253,040.31
-------------------	--------------

Remaining After Approved COs:	\$238,817.54
-------------------------------	--------------

Net All COs:	\$248,743.55
--------------	--------------

Remaining After All COs:	\$243,114.30
--------------------------	--------------

This Requested Change Order Amount (\$1,461.72)

+/-

Change In A/E Fee This Change Order

+/-

Change In CM Fee This Change Order

+/-

Remaining Construction Contingency	\$240,279.26
------------------------------------	--------------

Balance

Contract Change Requested By	Bret Highley
------------------------------	--------------

Contract Change Reason Code

Change Order Description And Justification

credit back to BCPS

Cost Benefit To Owner

credit back to BCPS

Contract unit prices have been utilized No  
to support the cost associated with this  
change order.

### **Detailed Cost Breakdown**

Contract unit prices have not been utilized, provide a detailed cost breakdown which separates labor, material, profit and overhead.

---

Detail Item	Amount	Percent of Total
Labor		0.00 %
Materials		0.00 %
Profit and Overhead		
Bond Insurance		0.00 %
<b>Cost Breakdown Total:</b>	\$0.00	
Cost for this Change Order supported by an alternate bid or competitive price quote		
No		

**Change Order Supplemental Information Form Signature  
Page (Online Form Ref# 49172)**

Architect

Date

Construction Manager

Date

*Lisa Lewis*

Finance Officer

*3-14-18*

Date

Local Board of Education Designee

Date