



Kenton County School District | *It's about ALL Kids.*

**THE KENTON COUNTY BOARD OF  
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY  
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: [www.kenton.kyschools.us](http://www.kenton.kyschools.us)

Dr. Henry Webb, Superintendent of Schools

**KCSD ISSUE PAPER**

**DATE:**

11/21/17

**AGENDA ITEM (ACTION ITEM):**

Change Order No. 13 – Monarch Construction – Ft. Wright Elementary School Renovation – BG 16-007  
Enc.

**APPLICABLE BOARD POLICY:**

Capital Construction Process – 702 KAR - 4 -160

**HISTORY/BACKGROUND:**

This is the thirteenth change order of the Ft. Wright Elementary School Renovation – BG 16-007 associated with the Monarch Construction Company. The original contract with the Ft. Wright Elementary School Renovation is \$13,314,712.19. This change order of \$9,394.00 with previous change orders of \$626,339.00 makes the new contract sum \$13,950,445.19

Item # 1 – Add locks to casework in Art and Music classrooms.	ADD:\$1,321.00 -
Item # 2 - Add parking light controls.	ADD:\$3,557.00
Item # 3 – Miscellaneous electrical adds.	ADD:\$2,395.00
Item # 4 – Add roller shades to windows in four classrooms.	ADD:\$2,121.00
	<b>TOTAL: \$9,394.00</b>

**SUMMARY OF CHANGE ORDERS FOR FT. WRIGHT ELEMENTARY SCHOOL –  
RENOVATION – BG 16-007**

The original contingency for this project	\$832,700.00
Total for prior approved change orders	(626,339.00)
Material/Equipment purchase order changes	12,000.00
The total for current change orders	(9,394.00)
Contingency Balance	\$208,967.00

**FISCAL/BUDGETARY IMPACT:**

Addition of \$9,394 to the existing contract with Monarch Construction Company.

**RECOMMENDATION:**

It is recommended that the Board approve Change Order No. 13 for Monarch Construction associated with Ft. Wright Elementary Renovation – BG 16-007 for an additional \$9,394.00 contingent on KDE.

**CONTACT PERSON:**

Rob Haney

\_\_\_\_\_  
Principal

*Rob Haney*  
\_\_\_\_\_  
Director

*[Signature]*  
\_\_\_\_\_  
Superintendent

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address): Ft. Wright Elementary School Addition & Renovation 501 Farrell Dr Covington, KY 41011	<b>CHANGE ORDER NUMBER:</b> 013 <b>DATE:</b> 2017.11.14	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input checked="" type="checkbox"/> <b>OTHER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Monarch Construction Company P.O. Box 12249 Cincinnati, Ohio 45212	<b>ARCHITECT'S PROJECT NUMBER:</b> 2014-112 <b>CONTRACT DATE:</b> 2016.03.10 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Item No. 13-01

Description: Change of Work Proposal No. 47

Add locks to casework in Art and Music classrooms. (Architect's Request).

Cost Benefit to Owner: Secures contents of classroom casework from student access.

ADD: \$1,321.00

Item No. 13-02

Description: Change of Work Proposal No. 49 (Request for Information Response No. 112)

Add parking lot light controls (Engineer's Request).

Cost Benefit to Owner: Allows control of parking lot lights from building automation system.

ADD: \$3,557.00

Item No. 13-03

Description: Change of Work Proposal No. 50

Miscellaneous electrical adds from electrical inspector during Phase 1 occupancy walk through (Code Enforcement Official's Request)

Cost Benefit to Owner: Granting of certificate of occupancy was contingent upon this work being completed.

ADD: \$2,395.00

Item No. 13-04

Description: Change of Work Proposal No. 52 (Request for Proposal No. 35)

Add roller shades to windows in four classrooms (Owner's Request)

Cost Benefit to Owner: Allows shading of late day sun in four classrooms.

ADD: \$2,121.00

The original Contract Sum was	\$	13,314,712.19
The net change by previously authorized Change Orders	\$	626,339.00
The Contract Sum prior to this Change Order was	\$	13,941,051.19
The Contract Sum will be increased by this Change Order in the amount of	\$	9,394.00
The new Contract Sum including this Change Order will be	\$	13,950,445.19

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 April 12, 2018

**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.

PCA Architecture, PSC

ARCHITECT (Firm name)

1881 Dixie Highway, Suite 130  
Ft. Wright, KY 41011

ADDRESS

Mark Perry

B

Mark Perry

(Typed name)

2017.11.14

DATE

Monarch Construction Company

CONTRACTOR (Firm name)

P.O. Box 12249  
Cincinnati, Ohio 45212

ADDRESS

Scott Mohs

BY (Signature)

Scott Mohs

(Typed name)

11/15/17

DATE

Kenton County Board of Education

OWNER (Firm name)

1055 Eaton Drive  
Ft. Wright, KY 41017

ADDRESS

BY (Signature)

(Typed name)

DATE

KENTUCKY DEPARTMENT OF EDUCATION  
702 KAR 4:160

CHANGE ORDER SUPPLEMENTAL  
INFORMATION FORM

BG #: 16-007 Change Order No.: 013

District: Kenton County School Dist. District Code: 291 Facility Name: Ft. Wright Elementary School Code: 60

Project: Addition & Renovation Time Extension Required: ☐ Yes ☒ No If yes, by      day(s)

Date of Change Order: 2017.11.14 Change Order Amount: ☒ Increase ☐ Decrease ☐ Unchanged

Contractor / Vendor Name: Monarch Construction Company Bid Package No.: N/A

1. This Requested Change Order Amount + / -	\$	+9,394.00
<b>2. Remaining Construction Contingency Balance:</b> (including line 1 above)	\$	<b>208,967.00</b>

3. Change in A/E Fee for this Change Order +/-	\$	0.00
4. Change in CM Fee for this Change Order +/-	\$	0.00

**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:
Item No. 13-01 Description: Change of Work Proposal No. 47  Add locks to casework in Art and Music classrooms. (Architect's Request).  ADD: \$1,321.00	Secures contents of classroom casework from student access.
Item No. 13-02 Description: Change of Work Proposal No. 49 (Request for Information Response No. 112)  Add parking lot light controls (Engineer's Request).  ADD: \$3,557.00	Allows control of parking lot lights from building automation system.
Item No. 13-03 Description: Change of Work Proposal No. 50  Miscellaneous electrical adds from electrical inspector during Phase 1 occupancy walk through (Code Enforcement Official's Request)  ADD: \$2,395.00	Granting of certificate of occupancy was contingent upon this work being completed.
Item No. 13-04 Description: Change of Work Proposal No. 52 (Request for Proposal No. 35)  Add roller shades to windows in four classrooms	Allows shading of late day sun in four classrooms.

(Owner's Request)	
ADD: \$2,121.00	

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
Item No. 13-01				
\$1,321.00	\$706	\$471	\$118	\$26
% of Item Amt.:	53.4%	35.7%	8.9%	2.0%
Item No. 13-02				
\$3,557.00	\$1,810	\$1,209	\$468	\$70
% of Item Amt.:	50.9%	34.0%	13.2%	2.0%
Item No. 13-03				
\$2,395.00	\$716	\$1,317	\$315	\$47
% of Item Amt.:	29.9%	55.0%	13.2%	2.0%
Item No. 13-04				
\$2,121.00	\$1,188	\$792	\$99	\$42
% of Item Amt.:	56.0%	37.3%	4.7%	2.0%
All Items				
\$9,394.00	\$4,003	\$4,206	\$1,000	\$185
% of Total Change Order Amt.:	47.1%	40.3%	10.7%	2.0%

\*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 Work is performed by current sub-contractors

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

Mark Perry 2017.11.14  
Architect's Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Not Applicable  
Construction Manager's Signature \_\_\_\_\_ Date \_\_\_\_\_