

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:**

March 22, 2018

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Change Order No. 1 Material Supplier MV Group – Ft. Wright Elementary  
BG 16-007 Enc.

**APPLICABLE BOARD POLICY:**

Capital Construction Process – 702 KAR 4-160

**HISTORY/BACKGROUND:**

This is the first, change order of the Ft. Wright Elementary School Renovation – BG 16-007 associated with the MV Group. The original contract with the Ft. Wright Elementary School Renovation is \$6,875.00. This change order for a deduct of \$6,875.00 will close out the purchase order.

Item #1 – Delete fixed louvers per section 089119 via this purchase. DEDUCT:\$6,875.00

**SUMMARY OF CHANGE ORDER FOR FT. WRIGHT ELEMENTARY SCHOOL BG-16-007**

The original contingency for this project	\$832,700.00
Total for prior approved change orders	(655,615.00)
Total for prior Material/Equipment purchase order changes	12,000.00
Total for current Material/Equipment purchase order changes	6,875.00
Contingency Balance	\$195,960.00

**FISCAL/BUDGETARY IMPACT:**

A deduct of \$6,875.00 to the contingency associated with the Ft. Wright Elementary School Project BG 16-007.

**RECOMMENDATION:**


It is recommended that the Board approve Change Order No. 1 for MV Group associated with Ft. Wright Elementary Renovation – BG 16-007 for a deduct \$6,875.00.

**CONTACT PERSON:**

Rob Haney, Executive Director of Support Operations and Finance

\_\_\_\_\_  
Principal

*Rob Haney*  
\_\_\_\_\_  
District Administrator

  
\_\_\_\_\_  
Superintendent

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.*

*Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

**Kenton County Board of Education**

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn  
"The Kenton County Board of Education provides Equal Education & Employment Opportunities."



# AIA® Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Ft. Wright Elementary School Addition & Renovation 501 Farrell Dr Covington, KY 41011	<b>CONTRACT INFORMATION:</b> Contract For: Material Supplier Date: 2016.03.24	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: MV Group - 001 Date: 2018.03.08
<b>OWNER:</b> <i>(Name and address)</i> Kenton County Board of Education 1055 Eaton Drive Ft. Wright, KY 41017	<b>ARCHITECT:</b> <i>(Name and address)</i> PCA Architecture, PSC 1881 Dixie Highway, Suite 130 Ft. Wright, KY 1011	<b>CONTRACTOR:</b> <i>(Name and address)</i> MV Group Inc. 303 Morris Street Toledo, OH 43604

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Item No. 01

Description: Delete fixed louvers per section 089119 provided via this purchase order.

DEDUCT \$6,875.00

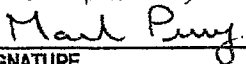

The original Contract Sum was	\$	6,875.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	6,875.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	6,875.00
The new Contract Sum including this Change Order will be	\$	0.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that 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 <b>ARCHITECT</b> <i>(Firm name)</i>  <b>SIGNATURE</b> Mark Perry, Associate <b>PRINTED NAME AND TITLE</b> 2018.03.08 <b>DATE</b>	MV Group, Inc. <b>CONTRACTOR</b> <i>(Firm name)</i>  <b>SIGNATURE</b> John-Paul Vasquez V.P. <b>PRINTED NAME AND TITLE</b> 3/8/2018 <b>DATE</b>	Kenton County Board of Education <b>OWNER</b> <i>(Firm name)</i>  <b>SIGNATURE</b> Rob Haney, Director of Support Operations <b>PRINTED NAME AND TITLE</b>  <b>DATE</b>
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## CHANGE ORDER SUPPLEMENTAL INFORMATION FORM

Change Order No.: MV Group - 001

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: 2018.03.08 Change Order Amount: ☐ Increase ☒ Decrease ☐ Unchanged

Contractor / Vendor Name: MV Group, Inc. Bid Package No.: N/A

1. This Requested Change Order Amount +/-	\$	-6,875.00
<b>2. Remaining Construction Contingency Balance:</b> (including line 1 above)	\$	<b>195,960.00</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:
<p>Item No. 01</p> <p>Description: Delete fixed louvers per section 089119 provided via purchase order (Architect's Request).</p> <p>DEDUCT: \$6,875.00</p>	<p>Contractor inadvertently purchased materials covered by purchase order. This deduct is offset by an equal add change to the general construction contract, effectively providing same materials at no additional cost to Owner.</p>

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:

[illegible]

**\*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 Reduces existing purchase order to zero

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

Mark Pung 2018.03.19  
\_\_\_\_\_  
Architect's Signature Date

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

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