



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:**

8-13-18

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Change Order No. 03 – RC Hinsdale Elementary School Phase 1 Secure Vestibule – BG 18-040

**APPLICABLE BOARD POLICY:**

Capital Construction Process – 702 KAR 4:160

**HISTORY/BACKGROUND:**

This is the third change order of the RC Hinsdale Phase 1 Project associated with Radius Construction. The original contract with RC Hinsdale Phase 1 is \$1,240,722.52. This change order for an additional \$3,018.00 with a previous change order of \$30,706.00 makes the new contract sum \$1,274,446.52.

During preparation for the demolition of a portion of the existing building an electrical code violation was identified which could not have been discovered during the initial field work for the project. A service tap was discovered which was coming off of the bussing in a panel in the demolished portion of the building. This fed a panel in the existing building. No additional feeds were indicated from the demolished panel. This change order shall correct a potential fire hazard from the original electrical work.

ADD: \$3,018.00  
TOTAL: \$3,018.00

**SUMMARY OF CHANGE ORDER FOR SCOTT HIGH SCHOOL PHASE IV BG 18-038**

The original contingency for this project	\$ 75,765.00
Total for prior approved change orders	( 30,706.00)
Total for prior Material/Equipment purchase order changes	\$ 9,500.00
Total for current change orders	( 3,018.00)
Contingency Balance	\$ 51,541.00

**FISCAL/BUDGETARY IMPACT:**

Addition of \$3,018.00 to the existing contract for Radius Construction Company.

**RECOMMENDATION:**

The Board approve Change Order No. 03 for Radius Construction associated with RC Hinsdale Elementary School Secure Vestibule BG 18-040 Phase 1 for an additional \$3,018.00.

**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.*"

**CONTACT PERSON:**

**Rob Haney**

\_\_\_\_\_  
*Principal*

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

*[Signature]*  
\_\_\_\_\_  
*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  
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# **AIA**® Document G701™ – 2017

## Change Order

<b>PROJECT:</b> (Name and address) Phase 1 - Secure Entry Addition to Hinsdale Elementary 440 Dudley Road Edgewood, KY 41017	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: 2018.03.05	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 003  Date: 05/24/2018
<b>OWNER:</b> (Name and address) Kenton County Board of Education 1055 Eaton Drive Ft. Wright, KY 41017	<b>ARCHITECT:</b> (Name and address) PCA Architecture, PSC 1881 Dixie Highway, Suite 130 Ft. Wright, KY 1011	<b>CONTRACTOR:</b> (Name and address) Radius Construction 409 West 35th Street Covington, KY 41015

### 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. 03-01

**DESCRIPTION:** During preparation for the demolition of a portion of the existing building there was a code issue identified that could not have been discovered during the initial field work for the project. The code issue was that there was a service tap that was coming off the bussing in a panel in the demolished portion of the building that fed a panel in the existing to remain portion of the building. All visible signs indicated that there were no additional feeds coming from this demolished panel. The code violation was concealed behind a protective cover. This change order will be correcting a potential fire hazard that existed in the existing building due to how the original electrical work was done.

**REQUESTED BY:** MEP Engineer

**CONTRACT CHANGE REASON CODE:** Found condition.

**COST BENEFIT TO THE OWNER:** Necessary to correct and existing electrical code violation.

**ADD:** \$3,018.00

**TOTAL ADD:** \$3,018.00




The original Contract Sum was	\$	1,240,722.52
The net change by previously authorized Change Orders	\$	30,706.00
The Contract Sum prior to this Change Order was	\$	1,271,428.52
The Contract Sum will be increased by this Change Order in the amount of	\$	3,018.00
The new Contract Sum including this Change Order will be	\$	1,274,446.52

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

The new date of Substantial Completion will be as listed in the Project Manual, Addendum(s) and weather delays.

**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> (Firm name)	Radius Construction <b>CONTRACTOR</b> (Firm name)	Kenton County Board of Education <b>OWNER</b> (Firm name)
 <b>SIGNATURE</b>	 <b>SIGNATURE</b>	 <b>SIGNATURE</b>
Ralph Cooper, Vice-President <b>PRINTED NAME AND TITLE</b>	THOMAS E. TOBLER PRESIDENT <b>PRINTED NAME AND TITLE</b>	, Director of Support Operations <b>PRINTED NAME AND TITLE</b>
05/24/2018 <b>DATE</b>	5/25/2018 <b>DATE</b>	 <b>DATE</b>



[illegible]

KENTUCKY DEPARTMENT OF EDUCATION  
702 KAR 4:160

CHANGE ORDER SUPPLEMENTAL  
INFORMATION FORM

BG #: 18-040-Phase 1 Change Order No.: 03

District: Kenton County District Code: 291 Facility Name: R.C. Hinsdale Elem. School Code: 045

Project: Phase 1 Time Extension Required: ☐ Yes ☒ No If yes, by \_\_\_\_\_ day(s)

Date of Change Order: 2018.05.24 Change Order Amount: ☒ Increase ☐ Decrease ☐ Unchanged

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

1. This Requested Change Order Amount + / -	\$	3,018.00
<b>2. Remaining Construction Contingency Balance:</b> (including line 1 above)	\$	<b>51,541.00</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: Geotechnical Engineer

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. 03-01 DESCRIPTION: During preparation for the demolition of a portion of the existing building there was a code issue identified that could not have been discovered during the initial field work for the project. The code issue was that there was a service tap that was coming off the bussing in a panel in the demolished portion of the building that fed a panel in the existing to remain portion of the building. All visible signs indicated that there were no additional feeds coming from this demolished panel. The code violation was concealed behind a protective cover. This change order will be correcting a potential fire hazard that existed in the existing building due to how the original electrical work was done. REQUESTED BY: MEP Engineer CONTRACT CHANGE REASON CODE: Found condition. ADD: \$3,018.00  TOTAL ADD: \$3,018.00	ITEM NO. 03-01 COST BENEFIT TO THE OWNER: Necessary to correct and existing electrical code violation.

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.03-01	\$1,547.00	\$1,040.00	\$401.00	\$30.00
% of Total Change Order Amt.:	51.28%	34.45%	13.28%	0.99%

\*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 performed by electrical contractor.

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

\_\_\_\_\_  
Architect's Signature 2018.05.24  
Date

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

Not Applicable  
Construction Manager's Signature Date