

ROBERT EHMET HAYES & ASSOCIATES, PLLC

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ARCHITECTS

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September 30, 2021

VIA EMAIL and USPS

To: Mr. Greg Duty, Superintendent  
Southgate Independent School

RE: Southgate Independent School  
Roof - 2021  
BG #21-251 / REH #350-221

Enclosures: 1. Three copies of Change Order No. 3.

Please note that there is one copy of the Change Order that has KDE's Supplemental Form attached.

Action

Required:

1. Obtain Board approval.
2. Execute all three copies of the Change Order and the Supplemental Form, as appropriate.
3. Retain one fully executed copy for your file
4. Return the other two executed copies, along with the executed Supplemental Form, to this office and we will upload to KDE's FACPAC website on your behalf.

If you have any questions in this regard, please call



Ehmet Hayes

EH:jhf

# **AIA** Document G701™ – 2017

## **Change Order**

<b>PROJECT: (Name and address)</b> Southgate Independent School - Roof 2021 6 William F. Blatt Street Southgate, Kentucky 41071 REH #350-221	<b>CONTRACT INFORMATION:</b> Contract For: Total Project  Date: May 20, 2021	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: September 22, 2021
<b>OWNER: (Name and address)</b> Southgate Independent School Board of Education 6 William F. Blatt Street Southgate, Kentucky 41071	<b>ARCHITECT: (Name and address)</b> Robert Ehmet Hayes & Associates, PLLC 2512 Dixie Highway Fort Mitchell, Kentucky 41017	<b>CONTRACTOR: (Name and address)</b> The Imbus Roofing Co., Inc. 6 Charlin Drive Wilder, Kentucky 41076

### **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.)

Change Proposal #1 - Install a new post & bracket to the newly finished Siplast roof on the 1950's building - Add \$1,953.

The original Contract Sum was	\$	102,248.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	102,248.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,953.00
The new Contract Sum including this Change Order will be	\$	104,201.00

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.**

Robert Ehmet Hayes & Associates, PLLC

The Imbus Roofing Company, Inc.

Southgate Independent Board of  
Education

**ARCHITECT (Firm name)**

**CONTRACTOR (Firm name)**

**OWNER (Firm name)**

**SIGNATURE**

**SIGNATURE**

**SIGNATURE**

**PRINTED NAME AND TITLE**

**PRINTED NAME AND TITLE**

**PRINTED NAME AND TITLE**

**DATE**

**DATE**

**DATE**

# FACPAC Contract Change Order

## Supplemental Information Form (Ref# 55547)

Form Status: Saved

Tier 3 Project: Southgate Ind Reroof Project

BG Number: 21-251

Status: Active

District: Southgate Independent (537)

Phase: Project Initiation (View Checklist)

Contract: The Imbus Roofing Co., Inc., 0001, Total Project

Type: General Contractor

Proposed

Change Order Number	1
Time Extension Required	No
Date Of Change Order	9/22/2021
Change Order Amount To Date	Increase

### Construction Contingency

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

Current Approved Amount	\$5,113.00
Net Approved COs	\$0.00
Remaining After Approved COs	\$5,113.00
Net All COs	\$1,953.00
Remaining After All COs	\$3,160.00

This Requested Change Order Amount \$1,953.00

+/-

Change In A/E Fee This Change Order

+/-

Change In CM Fee This Change Order

+/-

Remaining Construction Contingency \$3,160.00

Balance

Contract Change Requested By Architect/Engineer

Contract Change Reason Code Found Condition

Change Order Description And Justification

Change Proposal #1 - Install a new post & bracket to the newly finished Siplast Roof on the 1950's building to help prevent the large HVAC unit that sits on the wood sleepers from shifting  
- Add \$1,953.

Cost Benefit To Owner

Change Proposal #1 - The installation of the new post and bracket will help to prevent the large HVAC unit from shifting which and causing damage to the new roof.

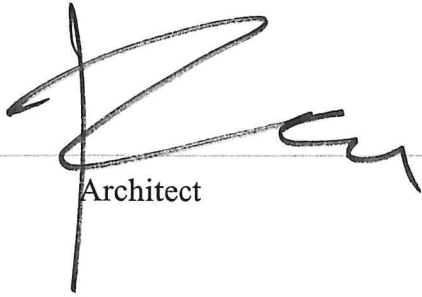
Contract unit prices have been utilized No  
to support the cost associated with this  
change order.

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	\$1,200.00	61.44%
Materials	\$483.00	24.73%
Profit and Overhead	\$253.00	12.95%
Bond Insurance	\$17.00	0.87%
Cost Breakdown Total:	\$1,953.00	
Cost for this Change Order supported No by an alternate bid or competitive price quote Explain Why		

**Change Order Supplemental Information Form Signature  
Page (Online Form Ref# 55547)**



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Architect

Date

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Construction Manager

Date

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Finance Officer

Date

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Local Board of Education Designee

Date