



Kenlon County School District | It's about ALL kids.

Issue Paper

DATE:

10/20/2023

AGENDA ITEM (ACTION ITEM):

Consider / Approve the Change Orders to existing Purchase Orders for the RC Hinsdale Addition and Renovation Project (BG 21-142).

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board; 04.31 Authority to Encumber and Expend Funds; 702 KAR 4:160

HISTORY/BACKGROUND:

Direct Purchase Orders were issued for materials at the onset of the RC Hinsdale Addition and Renovation Project. All materials for this phase of the project have been purchased and the work has been completed. It is necessary to closeout all residual funds that were unused for each of the remaining open purchase orders.

<u>Vendor</u>	<u>PO Number</u>	<u>Residual Amount</u>
Graybar	22005455	\$ 100.00
Hilltop Companies	22005456	\$ 540.95
Mueller Roofing Distributors	22005458	\$ 1,109.55
Richards Electric Supply	22005457	\$ 3,697.26
		<u>\$ 5,447.76</u>

FISCAL/BUDGETARY IMPACT:

Deduction of \$5,447.76 from the existing Purchase Orders.

RECOMMENDATION:

Approve the Change Orders to existing Purchase Orders for the RC Hinsdale Addition and Renovation Project (BG 21-142).

CONTACT PERSON:

Matt Rigg, Chief Operations Officer

Principal/Administrator



District Administrator



Superintendent

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Change Order

PROJECT: <i>(Name and address)</i> Addition & Renovation R.C. Hinsdale Elementary School 440 Dudley Road Edgewood, KY 41017	CONTRACT INFORMATION: Contract For: General Construction Date: 11/21/2021	CHANGE ORDER INFORMATION: Change Order Number: GraybarElec-001 Date: 10/20/2023
OWNER: <i>(Name and address)</i> Kenton County Board of Education 1055 Eaton Drive Ft. Wright, KY 41076	ARCHITECT: <i>(Name and address)</i> EMBOSS Design 906 Monmouth Street Newport, KY 41071	CONTRACTOR: <i>(Name and address)</i> Graybar Electric Co., Inc. 1022 West 8th Street Cincinnati, OH 45203

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.)

DISTRICT PURCHASE ORDER NO. 22005455

ITEM NO. Graybar Electric-01-01

DESCRIPTION: Close out purchase order.

REQUESTED BY: General Contractor

CONTRACT CHANGE REASON CODE: Close out purchase order

DEDUCT: \$100.00


The original Contract Sum was	\$	90,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	90,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	100.00
The new Contract Sum including this Change Order will be	\$	89,900.00

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

The new date of Substantial Completion will be as listed in the Project Manual and as modified by previous Change Orders 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.

EMBOSS Design ARCHITECT <i>(Firm name)</i> 	Graybar Electric CONTRACTOR <i>(Firm name)</i> 	Kenton County Board of Education OWNER <i>(Firm name)</i>
SIGNATURE Ralph Cooper, Project Manager PRINTED NAME AND TITLE 2023.10.20 DATE	SIGNATURE PRINTED NAME AND TITLE DATE	SIGNATURE PRINTED NAME AND TITLE DATE



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Change Order

PROJECT: *(Name and address)*
Addition & Renovation R.C. Hinsdale
Elementary School
440 Dudley Road
Edgewood, KY 41017

CONTRACT INFORMATION:
Contract For: General Construction

Date: 11/21/2021

CHANGE ORDER INFORMATION:
Change Order Number: Hilltop-001

Date: 10/20/2023

OWNER: *(Name and address)*
Kenton County Board of Education
1055 Eaton Drive
Ft. Wright, KY 41017

ARCHITECT: *(Name and address)*
EMBOSS Design, PSC
906 Monmouth Street
Newport, KY 41071

CONTRACTOR: *(Name and address)*
Hilltop Basic Resources, Inc.
50 E. Rivercenter Blvd.
Covington, KY 41011

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.)

DISTRICT PURCHASE ORDER NO. 22005456

ITEM NO. Hilltop-01-01

DESCRIPTION: Close out purchase order.

REQUESTED BY: General Contractor

CONTRACT CHANGE REASON CODE: Close out purchase order

DEDUCT: \$540.95

The original Contract Sum was	\$	6,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	6,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	540.95
The new Contract Sum including this Change Order will be	\$	5,459.05

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

The new date of Substantial Completion will be as listed in the Project Manual and as modified by previous Change Orders 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.

EMBOSS Design, PSC
ARCHITECT *(Firm name)*

Hilltop Basic Resources, Inc.
CONTRACTOR *(Firm name)*

Kenton County Board of Education
OWNER *(Firm name)*


SIGNATURE

SIGNATURE

SIGNATURE

Ralph Cooper, Project Manager
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

2023.10.20
DATE

DATE

DATE



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Change Order

PROJECT: *(Name and address)*
Addition & Renovation R.C. Hinsdale
Elementary School
440 Dudley Road
Edgewood, KY 41017

CONTRACT INFORMATION:
Contract For: General Construction

Date: 11/21/2021

CHANGE ORDER INFORMATION:
Change Order Number: Mueller-001

Date: 10/20/2023

OWNER: *(Name and address)*
Kenton County Board of Education
1055 Eaton Drive
Ft. Wright, KY 41017

ARCHITECT: *(Name and address)*
EMBOSS Design, PSC
906 Monmouth Street
Newport, KY 41071

CONTRACTOR: *(Name and address)*
Mueller Roofing Distributors, Inc.
1009 Sargent Street
Cincinnati, OH 45203

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.)

DISTRICT PURCHASE ORDER NO. 22005458

ITEM NO. Mueller Roofing-01-01

DESCRIPTION: Close out purchase order.

REQUESTED BY: General Contractor

CONTRACT CHANGE REASON CODE: Close out purchase order

DEDUCT: \$1,109.55

The original Contract Sum was	\$	34,500.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	34,500.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	1,109.55
The new Contract Sum including this Change Order will be	\$	33,390.45

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

The new date of Substantial Completion will be as listed in the Project Manual and as modified by previous Change Orders 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.

EMBOSS Design, PSC
ARCHITECT *(Firm name)*



SIGNATURE

Ralph Cooper, Project Manager
PRINTED NAME AND TITLE

2023.10.20

DATE

Mueller Roofing Distributors, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

Kenton County Board of Education
OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE



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Change Order

PROJECT: *(Name and address)*
Addition & Renovation R.C. Hinsdale
Elementary School
440 Dudley Road
Edgewood, KY 41017

CONTRACT INFORMATION:
Contract For: General Construction

Date: 11/21/2021

CHANGE ORDER INFORMATION:
Change Order Number: RichardsElec-001

Date: 10/20/2023

OWNER: *(Name and address)*
Kenton County Board of Education
1055 Eaton Drive
Ft. Wright, KY 41017

ARCHITECT: *(Name and address)*
EMBOSS Design, PSC
906 Monmouth Street
Newport, KY 41071

CONTRACTOR: *(Name and address)*
Richards Electric Supply Co., Inc.
4620 Reading Road
Cincinnati, OH 45229

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.)

DISTRICT PURCHASE ORDER NO. 22005457

ITEM NO. Richards Electric-01-01

DESCRIPTION: Close out purchase order.

REQUESTED BY: General Contractor

CONTRACT CHANGE REASON CODE: Close out purchase order

DEDUCT: \$3,697.26

The original Contract Sum was	\$	38,887.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	38,887.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	3,697.26
The new Contract Sum including this Change Order will be	\$	35,189.74

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

The new date of Substantial Completion will be as listed in the Project Manual and as modified by previous Change Orders 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.

EMBOSS Design, PSC
ARCHITECT *(Firm name)*


SIGNATURE

Ralph Cooper, Project Manager
PRINTED NAME AND TITLE

2023.10.20
DATE

Richards Electric Supply Co., Inc.
CONTRACTOR *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

Kenton County Board of Education
OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE