

OLDHAM COUNTY BOARD OF EDUCATION

CONCERN

Consider Approval of Change Order #1 and the BG-4 for OCHS & NOHS Auditorium Lighting Upgrades project.

DISCUSSION

Change Orders are a necessary and beneficial tool to adjust the scope of work and modify contracts or direct purchase orders (DPO) accordingly during the capital construction process.

During the Change Order Request process the Design Team and Director of Facilities Management scrutinize the adjustments to the scope of work, the cost implications and the contract obligations of all parties. Once all parties agree to the terms, Change Order Requests that are in the best interest of the Board of Education, improve the school/district's beneficial use, and/or necessary for the successful completion of the project in accordance with the Owner/Contractor Agreement, a recommendation is brought to the Board of Education for approval. Change Order Requests that do not meet this criterion are rejected outright or brought to the Board with a recommendation to reject.

Change Order #1 (attached) proposes a change to the Substantial Completion date by 117 days to accommodate the extended lead times for delivery and installation of theatrical lighting and audio equipment to the OCHS & NOHS Auditorium Lighting Upgrades project.

On June 26 2024, The Board of Education approved the Award of Contract for the Auditorium Sound and Light Upgrades at OCHS & NOHS project to Kentuckiana Electrical Services.


OCS Facilities Management indicates the project is complete. The final contract amount is \$1,400,000.00.

The Kentucky Department of Education, District Facilities Branch, Division of District Support (KDE) requires approval of the BG-4 form to closeout each Owner-Contractor agreement.

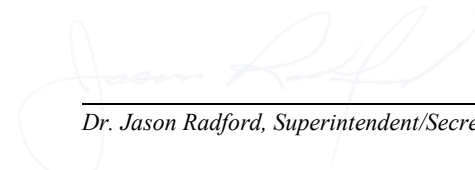
RECOMMENDATION

Shrout Tate Wilson and Brent Bohannon, Director of Facilities Management recommends approval the BG-4 and Change Order #1 to the Kentuckian Electrical Services contract.

On a motion by _____, seconded by _____, the Board approved Change Order #1 and the BG-4 for the OCHS & NOHS Auditorium Lighting Upgrades project for submission to the Kentucky Department of Education, and hereby authorize the Director of Facilities Management to execute the necessary documentation. (,)



Carly Clem, Board Chair



Dr. Jason Radford, Superintendent/Secretary



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
North Oldham High School/Oldham Co.
High School
1815 South, 1801 KY-1793 Goshen,
KY/1150 KY-393, LaGrange, KY

CONTRACT INFORMATION:
Contract For:

CHANGE ORDER INFORMATION:
Change Order Number: 1

Date: 06/25/2024

Date: 04/21/25

OWNER: *(Name and address)*
Oldham County Schools
6165 W Highway 146
Crestwood, KY 40014

ENGINEER/
ARCHITECT: *(Name and address)*
Shrout Tate Wilson Consulting Engineers
628 Winchester Road
Lexington, KY 40505

CONTRACTOR: *(Name and address)*
Kentuckiana Electrical Services
165 Saltwell Court
Shepherdsville, KY 42059

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.)

Sustantial Completion date was extended to account for equipment lead times and allow for completion of work.

The original Contract Sum was	\$	1,400,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	1,400,000.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$	0.00
The new Contract Sum including this Change Order will be	\$	1,400,000.00

The Contract Time will be increased by One Hundred Seventeen (117) days.

The new date of Substantial Completion will be March 28, 2025

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.

Shrout Tate Wilson Consulting Engineers
ARCHITECT *(Firm name)*

Kentuckiana Electrical Services
CONTRACTOR *(Firm name)*

Oldham County Schools
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Robbie Bottoms - Principal
PRINTED NAME AND TITLE

Keith Joseph
PRINTED NAME AND TITLE

Brent Bohannon, AIA LEED AP
PRINTED NAME AND TITLE

04/22/25
DATE

DATE

DATE

FACPAC Contract Change Order

Supplemental Information Form (Ref# 62202)

Form Status: Saved

Tier 4 Project: Auditorium Sound and Light Upgrades at OCHS and NOHS

BG Number: 24-278

District: Oldham County (HB678) (465)

Status: Active

Phase: Project Initiation (View Checklist)

Contract: Kentuckiana Electrical Services, 0001, Sound and lighting upgrades

Type: General Contractor

Proposed

Change Order Number	1
Time Extension Required	Yes
If Yes Number Of Days	117
Date Of Change Order	4/21/2025
Change Order Amount To Date	Unchanged

Construction Contingency

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

Current Approved Amount	\$70,000.00
Net Approved COs	\$0.00
Remaining After Approved COs	\$70,000.00
Net All COs	\$0.00
Remaining After All COs	\$70,000.00

This Requested Change Order Amount

+/-

Change In A/E Fee This Change Order

+/-

Change In CM Fee This Change Order

+/-

Remaining Construction Contingency

Balance

Contract Change Requested By Architect/Engineer

Contract Change Reason Code Material Lead Times/School Schedule Conflict

Change Order Description And Justification

Long lead times on materials and school schedule and auditorium use limited contractor access.

Cost Benefit To Owner

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		0.00%
Materials		0.00%
Profit and Overhead		
Bond Insurance		0.00%
Cost Breakdown Total:	\$0.00	
Cost for this Change Order supported by an alternate bid or competitive price quote		
Explain Why		

Change Order Supplemental Information Form Signature Page (Online Form Ref# 62202)



Architect / Engineer

04/22/25

Date

Construction Manager

Date

Finance Officer

Date

Local Board of Education Designee

Date

April 23, 2025
Project Name: Oldham County Schools Auditorium Upgrades
BG Number: 24-278

Oldham County Schools
6165 W. Highway 146
Crestwood, KY 40014
Attn. Brent Bohannon

Dear Brent,

This letter proposes a change order for the Oldham County Schools Auditorium Upgrades project to extend the Substantial Completion date from the Contract Date of December 1, 2024, to March 28, 2025.

This change will result in a schedule extension of 117 days with no change to the contract cost.

The change order is necessary to accommodate extended lead times for the delivery and installation of theatrical lighting and professional audio equipment.

We request approval of this change order to allow us to properly close out the project in accordance with the requirements set forth by the Kentucky Department of Education.

Sincerely,



Robert D. Bottoms, Principal
Shrout Tate Wilson Engineers

FACPAC BG4 Form (Ref# 31454)

Form Status: Saved

Tier 4 Project: Auditorium Sound and Light Upgrades at OCHS and NOHS
 BG Number: 24-278 District: Oldham County (HB678) (465)
 Status: Active Phase: Project Initiation (View Checklist)

Contract: Kentuckiana Electrical Services, 0001, Sound and lighting upgrades
 Type: General Contractor Proposed

Project Construction Cost

Original Contract Amount	\$1,400,000.00
Net Total of Change Orders to Contract	\$0.00
Original Purchase Order Total	\$0.00
Net Total of Change Orders to Purchase	\$0.00
Orders	
Total Cost of Construction	\$1,400,000.00

Verification of Required Approvals by Other Regulatory Agencies

Office of Housing, Buildings, and Construction

Certificate Of Occupancy Date
 Plumbing Certificate Date
 Electrical Certificate Date
 Fire Alarm Certificate Date
 Sprinkler Certificate Date
 Boiler Certificate Date
 Range Hood Suppression Date
 Verification of Approval - Other
 Verification of Approval - Other Date

Natural Resources and Environmental Protection Cabinet

Sewage Disposal Certificate Date
 Natural Resources & Environmental
 Protection Cabinet - Other
 Natural Resources & Environmental
 Protection Cabinet - Other Date

Close Out

Punch List Completed Date	4/18/2025
Record Drawings Completed Date	5/20/2025
Warranty & Guarantees Information	4/27/2025
Provided Date	
Owner Training on Systems Date	4/18/2025
Verification of Payment of Debts and	4/30/2025
Claims to Date	
Close Out - Other	
Close Out - Other Date	
BG4 Date	5/29/2025
BG4 Board Order Date	6/9/2025

BG4 Signature Page (Online Form Ref# 31454)

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Kentucky Department of Education.

Architect

Date

Engineer

Date

Contractor / Construction Manager

Date

Local Board of Education Designee

Date