

DATE:

7/23/2025

AGENDA ITEM (ACTION ITEM):

Consider/Approve Direct Purchase Order Change Order No. 1 with Interior Supply for the New Central Office Project – BG 24-084.

APPLICABLE BOARD POLICY:

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

HISTORY/BACKGROUND:

This is the first (1st) change order for the New Central Office Construction Project associated with Direct Purchase Order Number 24008887 to Interior Supply. The original Purchase Order amount was \$54,039.00. This change order for an additional \$750.00 makes the new Direct Purchase Order Total \$54,789.00.

Item No 1: Vendor Requested: Provide material for DIRT 2" Posts for Owner provided room schedulers at Rooms #2069, #306, and #312. ADD: \$ 750.00

TOTAL ADD: \$ 750.00

**SUMMARY OF CHANGE ORDER FOR THE NEW CENTRAL OFFICE PROJECT
BG 24-084**

The original contingency for this project	\$1,150,050.00
Total for prior approved change orders	(\$ 46,787.00)
Total for prior Material/Equipment direct purchase order changes	\$ 17,530.42
Total for current change orders	(\$ 750.00)
Contingency Balance	\$1,120,043.42

FISCAL/BUDGETARY IMPACT:

Addition of \$750.00 to Direct Purchase Order 24008887 for Interior Supply.

RECOMMENDATION:

Approve Direct Purchase Order Change Order No. 1 with Interior Supply for the New Central Office Project – BG 24-084

CONTACT PERSON:

Matt Rigg, Chief Operations Officer

Principal/Administrator



District Administrator



Superintendent

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Change Order

PROJECT: *(Name and address)*
New Board Office - Kenton County School District
2044 Tuscanyview Drive
Covington, KY 41017

CONTRACT INFORMATION:
Contract For: Materials Purchase Order
Date: May 29, 2024

CHANGE ORDER INFORMATION:
Change Order Number: 01-Interior Supply
Date: July 15, 2025

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)*
Interior Supply of Cincinnati, LLC
1495 Dolwick Drive
Erlanger, KY 41018

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.)

Provide material for DIRT 2" Posts for Owner provided room schedulers at Rooms #209, #306, and #312. Requested by Vendor.

Cost Benefit to Owner: Facilitates hiding of ethernet cable and installation of room schedulers provided by Owner.

ADD: \$750.00 to KCSD Purchase Order No. 24008887

The original Contract Sum was	\$ 54,039.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 54,039.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 750.00
The new Contract Sum including this Change Order will be	\$ 54,789.00

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

The new date of Substantial Completion will be December 12, 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.



ARCHITECT *(Signature)*

BY: Mark Perry, Sr. Project Manager
(Printed name, title, and license number if required)

7/15/2025

Date


Digitally signed by Luke Lewis
DN: cn=LUIS, E=llewis@idirtt.com,
O=Interior Supply, OU=DIRTT
PM, cn=Luke Lewis
Date: 2025.07.16 15:37:18-0400

Luke Lewis

CONTRACTOR *(Signature)*

Luke Lewis PM ISI

(Printed name and title)

Date

OWNER *(Signature)*

BY: Matt Rigg, Chief Operations Officer

(Printed name and title)

Date