



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

# Issue Paper

**DATE:**

7/23/2025

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Direct Purchase Order Change Order No. 1 with Interstate Chemical Company 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 (1<sup>st</sup>) change order for the New Central Office Construction Project associated with Direct Purchase Order Number 24008947 to Interstate Chemical Company. The original Purchase Order amount was \$30,937.50. This change order cancels this Direct Purchase Order.

Item No 1: General Contractor Requested: Void KCS D Purchase Order #24008947. Vendor did not receive original purchase order and would not agree to terms, so material will be purchased from a different vendor for the same price.

DEDUCT: 30,937.50  
TOTAL DEDUCT: \$ 30,937.50

**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 | \$ 16,780.42    |
| Total for current change orders                                  | \$ 30,937.50    |
| Contingency Balance  | \$ 1,150,980.92 |

**FISCAL/BUDGETARY IMPACT:**

Deduction of \$30,937.50 to Direct Purchase Order 24008947 for Interstate Chemical.

**RECOMMENDATION:**

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

**CONTACT PERSON:**

Matt Rigg, Chief Operations Officer

\_\_\_\_\_  
Principal/Administrator

  
\_\_\_\_\_  
District Administrator

  
\_\_\_\_\_  
Superintendent

**AIA®****Document G701® – 2017****Change Order****PROJECT: (Name and address)**

New Board Office - Kenton County School District  
2044 Tuscanview Drive  
Covington, KY 41017

**CONTRACT INFORMATION:**

Contract For: Material Purchase Order  
Date: June 11, 2024

**CHANGE ORDER INFORMATION:**

Change Order Number: 01-Interstate Chemical  
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)**

Interstate Chemical Company, Inc.  
2797 Freedland Road  
Hermitage, PA 16148

**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.)*

Void KCSD Purchase Order #24008947. Vendor did not receive original purchase order and would not agree to terms, so material will be purchased from a different vendor for the same price. Requested by General Contractor  
Cost Benefit to Owner: Credits purchase order value back to the District.

**DEDUCT: \$30,937.50**

The original Contract Sum was

\$ 30,937.50

The net change by previously authorized Change Orders

\$ 0.00

The Contract Sum prior to this Change Order was

\$ 30,937.50

The Contract Sum will be decreased by this Change Order in the amount of

\$ (30,937.50)

The new Contract Sum including this Change Order will be

\$ 0.00

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.**

*Mark Perry*  
ARCHITECT (Signature)

BY: Mark Perry, Sr. Project Manager

(Printed name, title, and license number if required)

7/15/2025

Date

CONTRACTOR (Signature)

(Printed name and title)

Date

OWNER (Signature)

BY: Matt Rigg, Chief Operations Officer

(Printed name and title)

Date