

**OLDHAM COUNTY BOARD OF EDUCATION**

**CONCERN**

Consider Approval of Change Order #4 to the Site Access Improvements at Various Elementary Schools Ph. 2 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 #4 (attached) proposes an additional cost of \$14,550.95 for site grading and drainage at Buckner and Goshen Elementary Schools for the Site Access Improvements at Various Elementary Schools Ph. 2 project.

**RECOMMENDATION**

Ross Tarrant Architects and Brent Bohannon, District of Facilities Management, recommends approval of Change Order #4 to the Redlee Construction & Development, Inc contract for the Site Access Improvements at Various Elementary Schools Ph. 2 project in the amount of \$14,550.95 for submission to the Kentucky Department of Education, District Facilities Branch, Division of District Support and hereby authorize the Director of Facilities Management to execute the necessary documentation.

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On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approved Change Order #4 for the Site Access Improvements at Various Elementary Schools Ph. 2 project for submission to the Kentucky Department of Education, and hereby authorize the Director of Facilities Management to execute the necessary documentation. ( , )

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*Carly Clem, Board Chair*

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*Claudette Herald, Superintendent, Board Secretary*

DATE:	7/3/25	CO #:	Four (04)
TO:	Redlee Construction & Development, Inc. 800 Stonecreek Parkway, Suite 5A Louisville, Kentucky 40223	PROJECT:	Oldham Co. Elementaries Site & Access Imp. – Phase 2 Oldham County, Kentucky BG 24-109 RTA 23050
CONTRACT DATE:	September 20, 2024	CONTRACT FOR:	General Construction

**THE CONTRACT IS CHANGED AS FOLLOWS:**
*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)*

1. Goshen Changes (FO #11): \$12,854.70
2. Buckner Basketball Court (FO #11): \$1,696.25

TOTAL AMOUNT OF THIS CHANGE ORDER:	<b>\$14,550.95</b>
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The original Contract Sum was	\$8,463,000.00
The net change by previously authorized Change Orders	\$122,818.03
The Contract Sum prior to this Change Order was	\$8,585,818.03
The Contract Sum will be <b>Increased</b> by this Change Order in the amount of	\$14,550.95
The new Contract Sum including this Change Order will be	\$8,600,368.98
The Contract Time will be Unchanged by	-0 days-
The Date of Substantial Completion as of the date of this Change Order is therefore	June 14, 2025

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.**

Rosstarrant Architects, Inc.  
101 Old Lafayette Avenue  
Lexington, Kentucky 40502

**ARCHITECT** (Firm name and address)



**BY** (Signature)

Beth Bauer

(Typed or printed name)

7/7/2025

**DATE**

Redlee Construction & Development  
800 Stonecreek Parkway, Suite 5A  
Louisville, Kentucky 40223

**CONTRACTOR** (Firm name and address)



**BY** (Signature)

Charles Frith

(Typed or printed name)

7/7/2025

**DATE**

Oldham County Board of Ed.  
6165 W Hwy 146  
Crestwood, Kentucky 40014

**OWNER** (Firm name and address)

**BY** (Signature)

(Typed or printed name)

**DATE**

# FACPAC Contract Change Order

## Supplemental Information Form (Ref# 62698)

Form Status: Saved

Tier 4 Project: Site/Access Improvements at Various Elementary Schools PH 2

BG Number: 24-109

District: Oldham County (HB678) (465)

Status: Active

Phase: Project Initiation (View Checklist)

Contract: Redlee Construction & Development, Inc., 0002, Site & Access Improvements  
Phase 2

Type: General Contractor

Proposed

Change Order Number	4
Time Extension Required	No
Date Of Change Order	7/3/2025
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	\$423,150.00
Net Approved COs	\$154,233.98
Remaining After Approved COs	\$268,916.02
Net All COs	\$168,784.93
Remaining After All COs	\$254,365.07

This Requested Change Order Amount \$14,550.95

+/-

Change In A/E Fee This Change Order \$0.00

+/-

Change In CM Fee This Change Order

+/-

Remaining Construction Contingency \$285,781.02

Balance

Contract Change Requested By Architect/Engineer; General Contractor; Local Board of Education

Contract Change Reason Code Expansion of Scope

Change Order Description And Justification

1. Goshen Changes (FO #11): \$12,854.70
2. Buckner Basketball Court (FO #11): \$1,696.25

Cost Benefit To Owner

Pricing has been reviewed and is acceptable.

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.

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Detail Item	Amount	Percent of Total
Labor	\$8,040.00	55.25%
Materials	\$4,613.00	31.70%
Profit and Overhead	\$1,897.95	13.04%
Bond Insurance		0.00%
<b>Cost Breakdown Total:</b>	<b>\$14,550.95</b>	

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# 62698)**

*Beth Bauer*

Architect

7/3/2025

Date

n/a

Construction Manager

-  
Date

Finance Officer

Date

Local Board of Education Designee

Date



DATE: 05/13/25 FO #: 011

TO: Redlee Construction & Development, Inc.  
800 Stonecreek Parkway, Ste. 5A,  
Louisville, KY 40223

RE: Oldham Co. Elementaries: Site Access  
Improvements – Phase 2  
RTA 23050

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You are hereby directed to execute promptly this Field Order which interprets the Contract Documents or orders minor changes in the Work without change in Contract Sum or Contract Time.

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**DESCRIPTION:**

1. Refer to SD2.1 – SITE GRADING AND DRAINAGE PLAN – BUCKNER ELEMENTARY
  - a. Refer to A/SD2.1- SITE GRADING PLAN- BUCKNER ELEMENTARY
    - i. Adjust grading as shown on plans.
  - b. Refer to B/SD2.1- SITE DRAINAGE PLAN- BUCKNER ELEMENTARY
    - i. Adjust RIM elevation of DS-2 as shown on plans.
2. Refer to SD2.4 – SITE GRADING AND DRAINAGE PLAN – GOSHEN ELEMENTARY
  - a. Refer to B/SD2.4- SITE DRAINAGE PLAN- BUCKNER ELEMENTARY
    - i. Adjust location and RIM elevation of DS-17 as shown on plans.
    - ii. Adjust storm pipe slope and lengths adjacent to DS-17 as shown on plans.

**ATTACHMENTS:**

SD2.1– SITE GRADING AND DRAINAGE PLANS – BUCKNER ELEMENTARY

SD2.4– SITE GRADING AND DRAINAGE PLANS – GOSHEN ELEMENTARY

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BY: Sarah Siekkinen

C: Beth Bauer, Laith Ross-RTA  
File FO-011-23050