

FIELD OBSERVATION REPORT #17

2025-11 - New Board Office

■ TO:	Kenton County Board of Education 1055 Eaton Drive Ft. Wright, KY 41017	■ DATE:	2025.11.12
ATTENTION:	Mr. Mike Blau		
■ FROM:	Mark Perry mperry@embossdesign.com 906 Monmouth Street Newport, KY 41071 V: 859.431.8612 • D: 859.578.6013	■ PROJECT:	New Board Office KCSD BG#24-084
COPIES TO:	Mr. Matt Rigg; Mrs. Carrie Hooten, Mr. Brian Vanover	PROJECT NO.:	22-106

■ WE TRANSMIT THE ATTACHED ITEMS VIA: **eComm**

PURPOSE	<input checked="" type="checkbox"/> For your use	DISPOSITION	<input type="checkbox"/> No exceptions noted
	<input type="checkbox"/> As requested		<input type="checkbox"/> Exceptions noted, Revise as indicated.
	<input type="checkbox"/> For review and comment		<input type="checkbox"/> REJECTED: REVISE AND RESUBMIT
	<input type="checkbox"/> For information		
	<input checked="" type="checkbox"/> For record		
	<input type="checkbox"/> For approval		
	<input type="checkbox"/>		

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Division 01: General Requirements

01.01: 2025.10.28 – KCSD will deliver Catering ice maker 10/28 or 10/29. Currently sitting at S.O.C.
01.02: 2025.10.28 – The Board and Cabinet have a visit scheduled for 11/7.
01.03: 2025.10.28 – Furniture scheduled to start arriving last week of November.
01.04: 2025.11.11 – Monarch generated punch items at second and third floors were anticipated to be completed 11/17. Design team punch tentatively scheduled for later that week.
01.05: 2025.11.11 – Envelope test by FCG was discussed for 11/20.

Division 04: Masonry

04.01: 2025.10.28 – Masonry infill at elevator openings on each floor had been completed.

Division 06: Woods and Plastics

06.01: 2025.10.28 – Art display rails had been installed.
06.02: 2025.11.11 – Foam safety wall pad installation was 70% complete at the Safe Room.
06.03: 2025.11.11 – Planter box finish installation was active.

Division 07: Thermal and Moisture Protection

07.01: 2025.10.28 – Patio pavers had been installed at the second floor patio.
07.02: 2025.11.11 – Patio pavers had been installed at the third floor patio.

Division 08: Doors and Windows

08.01: 2025.10.28 – Door and hardware installation was progressing.
08.02: 2025.11.11 – DIRT glass wall installation reported to begin 11/12, starting at third floor.
08.03: 2025.11.11 – Door hardware installation was reported complete on the third floor, and nearly complete at the first and second floors.

If enclosures are not as noted, please notify Emboss Design immediately.
2025-11-rpt-17-New Board Office

Division 09: Finishes

09.01: 2025.10.28 – Marlite panels for the board room are scheduled for mid-November. Acoustic wall panels are scheduled for early December. Ceiling baffles were delivered the week of 10/20.

09.02: 2025.10.28 – Wood slat wall installation appeared complete.

09.03: 2025.10.28 – Ceramic tile backsplashes had been installed.

09.04: 2025.10.28 – Carpet and base installation had reached the first floor. Floor leveling was active at the second and third floors in advance of laying LVT in the corridors.

09.05: 2025.11.11 – Acoustic baffles had been installed.

09.06: 2025.11.11 – LVT installation had progressed to apx 95% at the third floor and 85% at the second floor. Base installation was proceeding behind.

Division 10: Specialties

10.01: 2025.10.28 – Operable wall panels were delivered 10/20.

10.02: 2025.10.28 – Exterior fin installation was complete except for north end of third floor and the KCSD panels adjacent to the entrance. A crew was actively working at the latter location.

10.03: 2025.11.03 – Exterior fin installation was complete.

10.04: 2025.11.11 – The monument sign cabinet had been installed at Tuscanview entrance to the site.

10.05: 2025.11.11 – It was reported the flagpole will be delivered 11/20.

10.06: 2025.11.11 – Dimensional metal letters were being installed at the north end of the west elevation. Interior letters had been installed at the east opening into the board room.

Division 14: Conveying Systems

14.01: 2025.10.28 – Elevator entrances had been set.

14.02: 2025.11.11 – Elevator cab was parked at the third floor.

Division 20-28: MEP

20-28.01: 2025.10.28 – Type M light fixtures shipping November 7.

20-28.02: 2025.10.28 – North parking lot light pole bases had been installed.

20-28.03: 2025.10.28 – Corridor lighting appeared complete on all floors. Conference rooms were reviewed.

20-28.04: 2025.10.28 – It was reported one of two communications conduits was not usable due to collapse or concrete infiltration.

20-28.05: 2025.11.11 – Light poles had been installed and wired around the site. It was reported one light is awaiting a missing or damaged part. Bollard lights were actively being installed. It was reported the conference room pendant lights were not expected until January. Similar temporary lights will be installed by the electrician.

20-28.06: 2025.11.11 - Data wire terminations were still lagging. We were advised that two crews were working first shift and a third crew working second shift.

20-28.07: 2025.11.11 – No T.A.B. reports had been received. It was reported the T.A.B. contractor had not been seen since 11/6.

Division 31: Earthwork

31.01: 2025.10.28 – Final grading along east side of building had been completed. The slopes behind the building had been final graded, seeded, and mulch blanketed.

31.02: 2025.11.11 – Grass had germinated on the slopes behind the building.

Division 32: Exterior Improvements

32.01: 2025.10.28 – Base asphalt had been installed at north parking lot.

32.02: 2025.11.11 – Traffic guardrail was installed.

32.03: 2025.11.11 – The last of the concrete walks had been board formed.

CONSTRUCTION PHOTOS



2025.10.28 – Third floor west corridor



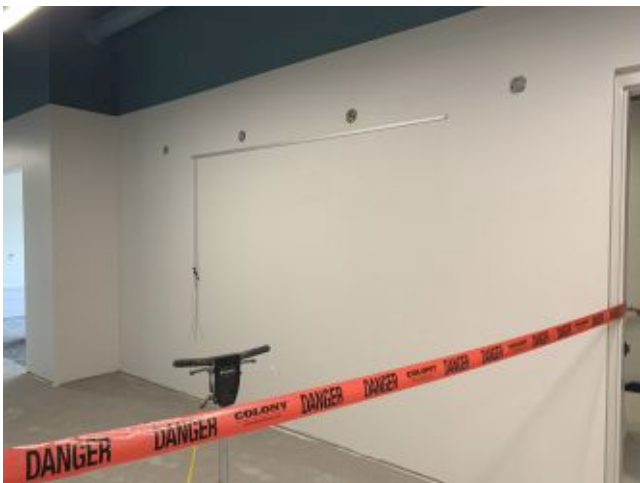
2025.10.28 – Conference #336



2025.10.28 – Waiting #332



2025.10.28 – Restroom #334



2025.10.28 – Third floor north corridor



2025.10.28 – Third floor restroom corridor



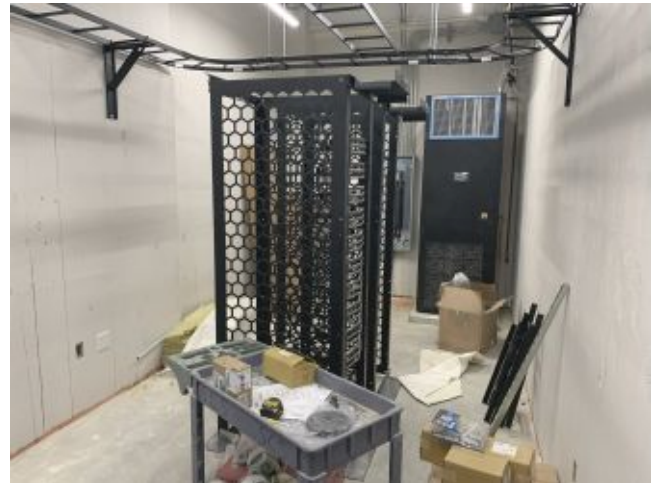
2025.10.28 – Third floor south corridor



2025.10.28 – Second floor elevator



2025.10.28 – Second floor open office



2025.10.28 – MDF #251



2025.10.28 – Kitchen / Break #210



2025.10.28 – Second floor patio



2025.10.28 – Second floor patio



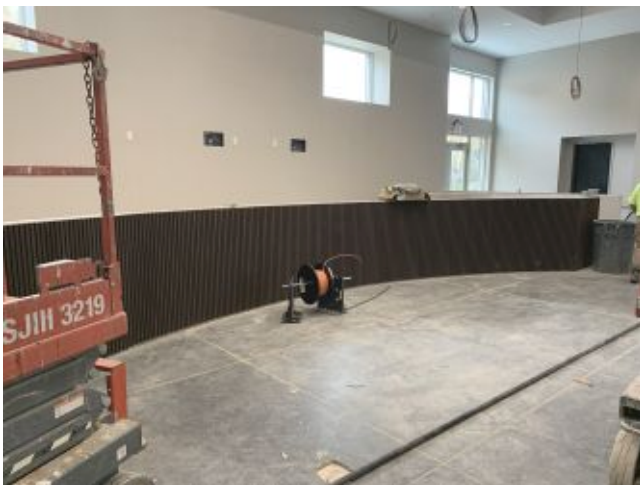
2025.10.28 – Conference #212



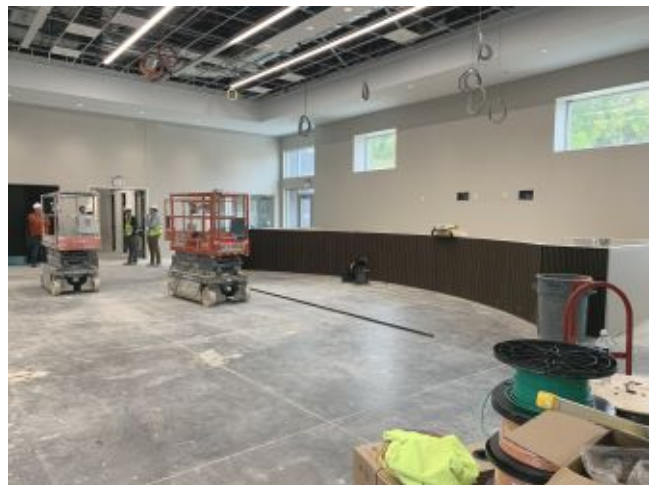
2025.10.28 – Board room



2025.10.28 – Board room



2025.10.28 – Board room



2025.10.28 – Board room



2025.10.28 – Board room



2025.10.28 – Catering #105



2025.10.28 – Catering #105



2025.10.28 – Kitchen / Break #165



2025.10.28 – North parking lot



2025.10.28 – North parking lot



2025.10.28 – Concrete pad outside of Receiving



2025.10.28 – West elevation



2025.10.28 - Entrance



2025.11.03 - Entrance



2025.11.11 – North elevation



2025.11.11 – North end of west elevation



2025.11.11 – West elevation



2025.11.11 – Lighted bollard



2025.11.11 – Remaining sidewalk pour



2025.11.11 – Remaining sidewalk pour



2025.11.11 – East side exterior



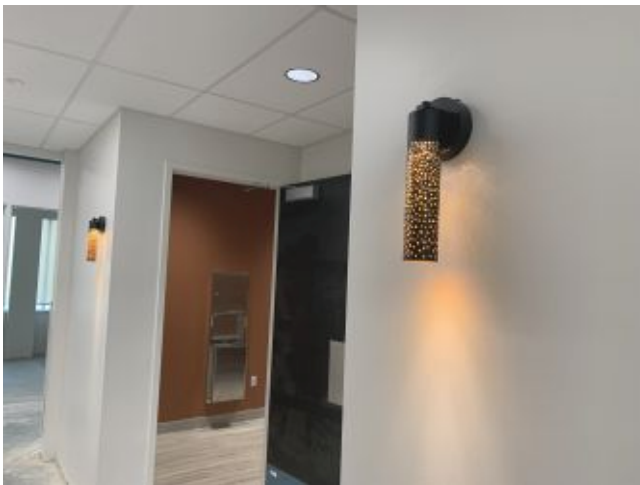
2025.11.11 – East side exterior



2025.11.11 – Traffic barrier



2025.11.11 – Safe room



2025.11.11 – Corridor #100E



2025.11.11 – Women #163



2025.11.11 – Men #164



2025.11.11 – Office #160



2025.11.11 – Base of open stair



2025.11.11 – Base of open stair



2025.11.11 – East entrance into board room



2025.11.11 – Board room



2025.11.11 – Board room



2025.11.11 – Board room



2025.11.11 – Entry lobby



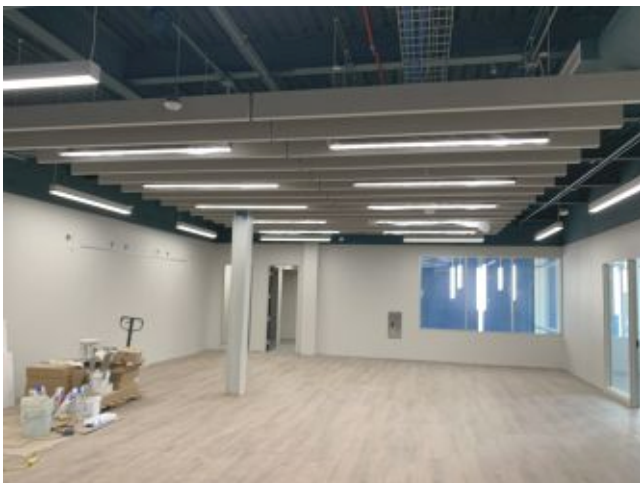
2025.11.11 – Women #112



2025.11.11 – Second floor west corridor



2025.11.11 – Second floor at open stair



2025.11.11 – Open Office #201



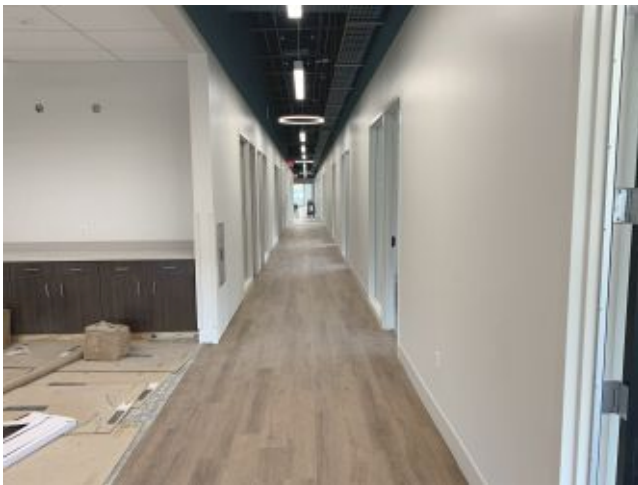
2025.11.11 – Second floor east corridor



2025.11.11 – Production studio



2025.11.11 – Conference #336



2025.11.11 – Third floor west corridor



2025.11.11 – Office #333

- ☐ Please acknowledge receipt of transmitted items.
- ☐ Return transmitted items to eMBOSS Design ^{PSC}.

END