



ROBERT EHMET HAYES & ASSOCIATES, PLLC
465 Centre View Boulevard, Building 18, Crestview Hills, Kentucky 41017
859-331-3121

December 23, 2025

VIA EMAIL

To: Mr. Matt Atkins, Acting Superintendent
Newport Independent Schools

RE: Newport Independent Schools
Newport High School – CTE Renovations
DPO #1 – US Specialties
BG #23-501 / REH #149-523

Enclosures: 1. Copy of Change Order No. 1.

Please note KDE's Supplemental Form attached (requires additional signatures).

Action

Required:

1. Obtain Board approval.
2. Execute the Change Order and the Supplemental Form, as appropriate.
3. Retain a fully executed copy for your file
4. Return an executed copy, along with the executed Supplemental Form, to this office and we will upload to KDE's FACPAC website on your behalf.

If you have any questions in this regard, please call

A handwritten signature in black ink, appearing to be 'Joseph Hayes', written over a horizontal line.

Joseph Hayes

JAH:jhf



Document G701® - 2017

Change Order

PROJECT: (Name and address)
Newport High School - CTE Renovations
900 East 6th Street
Newport, KY 41071
REH #149-523 / BG #23-501

CONTRACT INFORMATION:
Contract For: Total Project
Date: December 12, 2024

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: December 19, 2025

OWNER: (Name and address)
Newport Independent Board of Education
30 West 8th Street
Newport, KY 41071

ARCHITECT: (Name and address)
Robert Ehmet Hayes & Associates, PLLC
465 Centre View Boulevard
Crestview Hills, KY 41017

CONTRACTOR: (Name and address)
US Specialties
2205 River Road
Louisville, KY 40206

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.)

COR #1 - Labor was inadvertently included in the DPO in the amount of \$8,565.00. This needs to be a deduct on the DPO and an add back on the General Contractor's change order - Deduct (\$8,565.00).

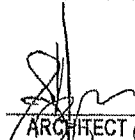
The original Contract Sum was	\$ 72,000.00
The net change by previously authorized Change Orders	\$ (8,565.00)
The Contract Sum prior to this Change Order was	\$ 63,435.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 63,435.00

The Contract Time will be unchanged by () days.

The new date of Substantial Completion will be

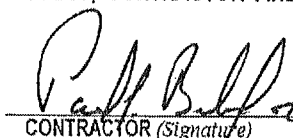
NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.


ARCHITECT (Signature)

BY: Joseph Hayes
(Printed name, title, and license
number if required)

12/23/25
Date


CONTRACTOR (Signature)

Paul Brichel, President
(Printed name and title)

12/23/25
Date

OWNER (Signature)

BY: Matt Atkins, Acting
Superintendent
(Printed name and title)

Date

FACPAC PO Change Order Supplemental Information Form (Ref# 63937)

Form Status: Saved

Tier 3 Project: Newport High School CTE Renovations

BG Number: 23-501

Status: Active

District: Newport Independent (HB678) (452)

Phase: Project Initiation (View Checklist)

Contract: Ashley Builders, 0001, Total Project

Type: General Contractor

Proposed

Purchase Order Number: 1

Vendor Name: US Specialties

Change Order Number	1
Time Extension Required	No
Date Of Change Order	12/15/2025
Change Order Amount To Date	Decrease

Construction Contingency

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

Current Approved Amount	\$257,304.00
Net Approved COs	\$0.00
Remaining After Approved COs	\$257,304.00
Net All COs	\$-8,565.00
Remaining After All COs	\$265,869.00

This Requested Change Order Amount (\$8,565.00)

+/-

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 Found Condition

Change Order Description And Justification

COR#1 - Intial DPO contained labor in the amount of \$8,565.00. This needs to be deducted from the DPO and added to the General Contractor's contract. - Deduct \$(8,565.00).

Cost Benefit To Owner

COR#1 - DPO inadvertently included the labor which is to be paid through the general contractor. No cost change.

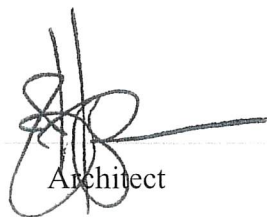
Contract unit prices have been utilized No
to support the cost associated with this
change order.

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	(\$8,565.00)	100.00%
Materials		0.00%
Profit and Overhead		0.00%
Bond Insurance		0.00%
Cost Breakdown Total:	\$-8,565.00	
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# 63937)**



Architect

12/23/25
Date

Construction Manager

Date

Finance Officer

Date

Local Board of Education Designee

Date