



DEPARTMENT OF FACILITIES

**THOMAS STOKES, DIRECTOR**  
TRACY PARSLEY, MAINTENANCE SUPERVISOR  
BOBBIE CASTLEMAN, CUSTODIAL SUPERVISOR  
GEORGE BROCK, ENERGY MANAGER

MEMORANDUM

TO: Dr. Jesse Bacon, Superintendent

FROM: Thomas Stokes, Director of Facilities *TAS*

DATE: March 11, 2025

SUBJECT: BG 23-051 DPO 4 - Schiller - Change Order Credit Omit Sales Tax on Administrative Request

Sales tax is being omitted from this DPO.

**I recommend approval of this request.**

Attached paperwork is listed below with *action items* noted for each:

- *FAC PAC - DPO 4 - Schiller - Omit Sales Tax – For Board Signature*
- *G701-2017 - CO Schiller - BMS Requests-Omit Tax Signed - For Board Signature*
  - *Updated Invoices from Schiller are included with this form as well that omits the sales tax. This invoice is recommended in the amount of \$397.75.*

**OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE**

**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**

# FACPAC PO Change Order Supplemental Information Form (Ref# 64516)

Form Status: Saved

Tier 1 Project: Bernheim Middle School -Renovation

BG Number: 23-051

District: Bullitt County (HB678) (071)

Status: Active

Phase: Project Initiation (View Checklist)

Contract: Calhoun Construction Services, Inc., 0001, General Construction

Type: General Contractor

Proposed

Purchase Order Number: 04

Vendor Name: Schiller

|                             |                         |
|-----------------------------|-------------------------|
| Change Order Number         | DPO 04 - Omit Sales Tax |
| Time Extension Required     | No                      |
| Date Of Change Order        | 3/23/2026               |
| 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      | \$1,261,761.60 |
| Net Approved COs             | \$-397,795.24  |
| Remaining After Approved COs | \$1,659,556.84 |
| Net All COs                  | \$-415,611.10  |
| Remaining After All COs      | \$1,677,372.70 |

This Requested Change Order Amount (\$23.87)

+/-

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

+/-

Change In CM Fee This Change Order \$0.00

+/-

Remaining Construction Contingency \$1,677,372.70

Balance

Contract Change Requested By BCPS Finance

Contract Change Reason Code Tax Correction

Change Order Description And Justification

Sale tax is being omitted from this DPO.

Cost Benefit To Owner

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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| <b>Detail Item</b>           | <b>Amount</b>  | <b>Percent of Total</b> |
|------------------------------|----------------|-------------------------|
| Labor                        |                | 0.00%                   |
| Materials                    | \$23.87        | 100.00%                 |
| Profit and Overhead          |                | 0.00%                   |
| Bond Insurance               |                | 0.00%                   |
| <b>Cost Breakdown Total:</b> | <b>\$23.87</b> |                         |

Cost for this Change Order supported by an alternate bid or competitive price quote  
No  
Explain Why

# Change Order Supplemental Information Form Signature Page (Online Form Ref# 64516)

*Catherine N. Ward*  
Architect

3-10-2026

Date

N/A

Construction Manager

Date

*Lisa Lewis*

Finance Officer

3-11-26

Date

Local Board of Education Designee

Date



# AIA Document G701<sup>®</sup> – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Bernheim Middle School Renovation  
  
700 Audubon Drive, Shepherdsville, KY  
40165

**CONTRACT INFORMATION:**  
Contract For:  
  
Date: 06-19-2023

**CHANGE ORDER INFORMATION:**  
Change Order Number: DPO 4 - BMS  
Reg - 2490255  
Date: 02-16-2026

**OWNER:** *(Name and address)*  
Bullitt County Public Schools Board of  
Education  
1040 Hwy 44 East  
Shepherdsville, KY 40165

**ARCHITECT:** *(Name and address)*  
Studio Kremer Architecture, Inc.  
  
1231 South Shelby Street  
Louisville, KY 40203

**CONTRACTOR:** *(Name and address)*  
Schiller Hardware Inc.  
  
11525 Blankenbaker Access Drive  
Louisville, KY 40299

**THE CONTRACT IS CHANGED AS FOLLOWS:**

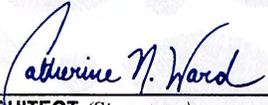
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*  
Omit KY Sales Tax from DPO.

|  |    |            |
|--|----|------------|
| The original Contract Sum was  | \$ | 367,110.00 |
| The net change by previously authorized Change Orders                    | \$ | (328.38)   |
| The Contract Sum prior to this Change Order was                          | \$ | 366,781.62 |
| The Contract Sum will be decreased by this Change Order in the amount of | \$ | 23.87      |
| The new Contract Sum including this Change Order will be                 | \$ | 366,757.75 |

The Contract Time will be unchanged by (0) 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)*  
 Catherine Noble Ward, AIA  
 \_\_\_\_\_  
*(Printed name, title, and license number if required)*  
 3-10-2026  
 \_\_\_\_\_  
*Date*

Schiller  
 \_\_\_\_\_  
**CONTRACTOR** *(Signature)*  
 Jacob Bump, PM  
 \_\_\_\_\_  
*(Printed name and title)*  
 2-10-26  
 \_\_\_\_\_  
*Date*

\_\_\_\_\_  
**OWNER** *(Signature)*  
 \_\_\_\_\_  
*(Printed name and title)*  
 \_\_\_\_\_  
*Date*



# Invoice



11525 Blankenbaker Access Drive  
Louisville, Kentucky 40299  
Tel: 502-584-5301 Fax: 502-587-7088

Invoice # : 677549  
Order # : 536731  
Date : Jan 15, 2025

Customer:  
Calhoun Construction Services, Inc  
7707 National Turnpike #400  
  
Louisville, Kentucky 40214

Ship To:  
Calhoun Construction Services, INC  
200 S 2nd Ave  
Lagrange, Kentucky 40031  
Tel: 502-493-1322 Fax: 502-493-2407

Account Code : 11815  
Terms : NET30  
Customer Job # :  
Salesperson : Jacob Bump  
Order Name : BMS-added material  
  
Quote # :  
Purchase Order # : bms  
Shipped Via :  
Contact : Jacob Bump

| <u>Ordered</u> | <u>Shipped</u> | <u>Product Description</u>                    |
|----------------|----------------|---|
| 4              | 4              | Threshold 413S 72" #10 WS/PLASTIC ANCHORS MIL |
| 2              | 2              | Brush Weatherstrip 802S B 84" MIL             |
| 1              | 1              | Door Viewer 1756 US26D                        |
| 1              | 1              | Door Viewer 1755 US26D                        |
| 1              | 1              | Door Sweep 759S V 48" MIL                     |

Shipment Number Shipment Date Note  
264122 Jan 13, 2025 JACOB GAVE TO INSTALLERS

Pre-Tax Total : 397.75  
Kentucky State Tax : 23.87  
Amount Due : 421.62

REMIT TO: P.O. Box 99768  
LOUISVILLE, KY 40269

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Page 1 of 1