

**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: April 15, 2026

RE: NBHS - BG 24-192 - Substantial Completion Certificates

Substantial Completion Certificates for both the Baseball / Softball Field Improvements and North Bullitt PSC are attached for Board Review and Signature. Work to be completed is noted on each certificate and a punch item list is attached where applicable.

**I recommend approval of this request.**

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

- BG 24-192 - G704-2017 - BP 1 - Calhoun - BB SB - BOE - *for Board Signature*
- BG 24-192 - G704-2017 - BP 2 - Calhoun - NB PSC - BOE- *for Board Signature*

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

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

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Phase II Athletics - Bid Package No. 1 Baseball and Softball Field Improvements, Bullitt Central, North Bullitt and Bullitt East High Schools	<b>CONTRACT INFORMATION:</b> Contract For:BP1-General Construction  Date: July 29, 2024	<b>CERTIFICATE INFORMATION:</b> Certificate Number:001  Date: March 26, 2026
<b>OWNER:</b> <i>(name and address)</i> Bullitt County Public Schools Board of Education 1040 Hwy 44 East Shepherdsville, KY 40165	<b>ARCHITECT:</b> <i>(name and address)</i> Studio Kremer Architects, Inc.  1231 S. Shelby Street Louisville, KY 40203	<b>CONTRACTOR:</b> <i>(name and address)</i> Calhoun Construction Services, Inc.  1703 S. Brook Street Louisville, KY 40208

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*




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**ARCHITECT** *(Signature)*


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 BY: Catherine Noble Ward, AIA  
*(Printed name, title, and license number if required)*


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 March 15, 2025  
*Date Of Substantial Completion*

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:  
*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*

Bullitt East Batting Tunnel - Work resulting from Inspection of Tunnel Posts and Reinstallation of Netting.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Three Hundred and Ninety-Five(395) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$1,300.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

All security, maintenance, heat, utilities, damage to the Work, and insurance are by Owner.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:



**CONTRACTOR** *(Signature)*

BY: Joel Pittard, Project Manager  
*(Printed name and title)*

4/1/26  
*Date*

**OWNER** *(Signature)*

BY: Dr. Jesse Bacon, Superintendent  
*(Printed name and title)*

*Date*



# AIA Document G704<sup>®</sup> – 2017

## Certificate of Substantial Completion

**PROJECT:** *(name and address)*  
Phase II Athletics - Bid Package No. 2  
North Bullitt Physical Science Center  
3200 E Hebron Lane  
Shepherdsville, KY

**CONTRACT INFORMATION:**  
Contract For:BP2-General Construction  
Date: September 9, 2024

**CERTIFICATE INFORMATION:**  
Certificate Number:001  
Date: March 26, 2026

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

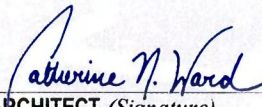
**ARCHITECT:** *(name and address)*  
Studio Kremer Architects, Inc.  
1231 S. Shelby Street  
Louisville, KY 40203

**CONTRACTOR:** *(name and address)*  
Calhoun Construction Services, Inc.  
1703 S. Brook Street  
Louisville, KY 40208

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

All Work except for Work added via the following Change Orders:

- Change Order #25 - Tennis Court Lighting
- Change Order #30 - Musco Tennis Court Wiring Revisions
- Change Order #31 - Cable Tray Revisions
- Change Order #32 - Restroom Hardware Revisions
- Change Order #33 - Site Revisions at Stadium Plaza

  
ARCHITECT *(Signature)*

BY: Catherine Noble Ward, AIA  
*(Printed name, title, and license number if required)*

March 18, 2026  
*Date Of Substantial Completion*

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below: *(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*  
March 18, 2026 - 1-Year Workmanship Warranty and start of Equipment Warranties with the exception of the Direct Outside Air Unit (DOAS).  
DOAS unit warranty will be established after correction and manufacturer's verification.

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: *(Identify the list of Work to be completed or corrected.)*  
See attached punch inspection lists for this project.

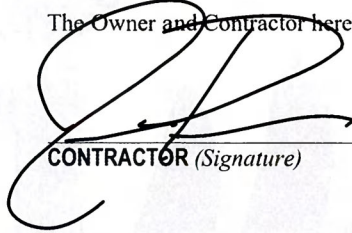
The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Sixty-Five(65) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$374,190.40 (Listed Change Orders) + \$500 (Close Out) + Correction Items \$136,700.00 = \$511,390.40 Total

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:  
*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

- Security - Contractor is responsible for Security and barriers. BCPS Schools will use R108 Restrooms and Room NB-104 Golf Simulator Room.
- Maintenance - Contractor is Responsible for all Maintenance items until May 15, 2026.
- Heat & Utilities - LG&E Bill will be paid by Contractor through March 18, 2026.
- Damage to the Work - Contractor is responsible for Damage to Work in all areas except R108 Restrooms and Room NB-104 Golf Simulator Room.
- Insurance - Contractor will carry Builder's Risk Insurance until May 15, 2026. Property Insurance by Owner.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:



CONTRACTOR (Signature)

BY: Joel Pittard, Project Manager  
(Printed name and title)

4/1/26  
Date

OWNER (Signature)

BY: Dr. Jesse Bacon, Superintendent  
(Printed name and title)

Date




NBHS

ISSUE	RESOLUTION OR ETA
<p>OUTDOOR CORRIDOR</p> <ul style="list-style-type: none"> <li>• Metal railing has too much of a wiggle.</li> </ul>	<p>Item #2 from CMTA 3/2/26 list</p>
<p>TURF FIELD</p> <ul style="list-style-type: none"> <li>• Concrete is <u>broken off by turf</u> across from the elevator. <b>CCS Concrete in process</b></li> <li>• <u>Motz Group</u> needs to come out and look at the disturbed turf that has been removed, pinned down with <u>roofing nails</u> on edges by elevator.</li> </ul>	<p>To be inspected via Motz COOP for correction</p>
<p>GIRLS SOCCER LOCKER ROOM/RESTROOM</p> <ul style="list-style-type: none"> <li>• Touch up paint throughout..</li> <li>• Above door S114 needs green paint.</li> <li>• Excess <u>foam</u> needs to be cut off around wrapped pipe and painted. <b>Lusk</b></li> </ul>	<p>Complete Complete</p>
<p>BOYS SOCCER LOCKER ROOM/RESTROOM</p> <ul style="list-style-type: none"> <li>• Touch up <u>paint</u> throughout.</li> <li>• <u>Painted over</u> mortar mix on duct work above toilet.</li> <li>• Painted over <u>tape on duct</u> work above showers. <b>Lusk</b></li> <li>• <u>Large gaps</u> in around pipes stubbed through the ceiling in showers. <b>Lusk</b></li> </ul>	<p>Complete <b>Chambers / Masonry</b></p>
<p>MECHANICAL ROOMS / Network closet</p> <ul style="list-style-type: none"> <li>• The main 2nd floor HVAC room has <u>construction debris and trash</u> piled up around the unit. Did not get cleaned. <b>Ongoing</b></li> <li>• Copper pipes need to be wrapped in the main HVAC room on the 2nd floor.</li> <li>• E 101 room needs <u>paint</u> where 2x4 was removed and the <u>block filled</u> in the top right corner with paint throughout.. <b>Painted - KES needs to patch conduit holes</b></li> <li>• <u>Door jam</u> needs to be painted outdoor mechanical facing tennis courts. <b>Chambers</b></li> </ul>	<p>Complete</p>

<ul style="list-style-type: none"> <li>• The HVAC closet between PE locker rooms needs <a href="#">MC cable straps</a> for the connection between units and actuator.</li> <li>• The communication <a href="#">trane box</a> is held up by its own wire. Needs to be secured to the unit.</li> <li>• The Network <a href="#">Closet is very dusty</a> and not final clean.</li> </ul>	<p>Low Voltage - K&amp;B; NIC Trane; NIC</p>
<p>GOLF SIMULATOR ROOM</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>FOOTBALL LOCKER ROOM</p> <ul style="list-style-type: none"> <li>• <a href="#">Paint peeling</a> off duct work in the center of the room.</li> <li>• <a href="#">Broken handle</a> on sink in football locker room.</li> <li>• F102 ceiling needs to be <a href="#">patched</a> around the red junction box and conduit.. <b>KES</b></li> </ul>	<p>Chambers Complete</p>
<p>FOOTBALL COACH OFFICE &amp; STORAGE</p> <ul style="list-style-type: none"> <li>• Need <a href="#">block filler</a>.</li> </ul>	
<p>COACHES RESTROOM/SHOWER DOWNSTAIRS</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>COACHES RESTROOM/SHOWER UPSTAIRS</p> <ul style="list-style-type: none"> <li>• VAV unit in the ceiling needs cover over loose wires.</li> </ul>	<p>Trane/K&amp;B - NIC</p>
<p>PUBLIC GIRLS RESTROOM</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>PUBLIC BOYS RESTROOM</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>WEIGHTROOM</p> <ul style="list-style-type: none"> <li>• <a href="#">Yellow paint</a> on the outside of the weight room needs to be touched up.</li> </ul>	<p>Complete</p>
<p>WRESTLING/COACHES ROOM</p> <ul style="list-style-type: none"> <li>• Has daylight shining through the ceiling of the mat room.</li> </ul>	<p>Light coming from adjacent Janitor closet, not exterior light.</p>

<ul style="list-style-type: none"> <li>Wrestling storage w200A needs <a href="#">paint touch up</a> around conduit. <b>Chambers</b></li> <li>Mat room main door hardware needs fixed. <b>Quantum; scheduled 3/27 or 3/30</b></li> </ul>	
<p>BOYS WRESTLING LOCKER ROOM</p> <ul style="list-style-type: none"> <li>Green touch up paint by the W200 sign.</li> <li>Touch up the above hand dryer around the conduit.</li> </ul>	<p>Complete <b>KES</b></p>
<p>GIRLS WRESTLING LOCKER ROOM</p> <ul style="list-style-type: none"> <li></li> </ul>	
<p>MOP/SINK CLOSETS</p> <ul style="list-style-type: none"> <li>Standard mop holders need to be at appropriate height in the next 2 builds. Way too low.</li> </ul>	<p>Mop Holder shown at 48" on design documents for ADA accessibility.</p>
<p>PE BOYS LOCKER ROOM</p> <ul style="list-style-type: none"> <li>The P202 door <a href="#">hardware plate</a> is on the floor.</li> </ul>	<p>Installed; new closer on order</p>
<p>PE GIRLS LOCKER ROOM</p> <ul style="list-style-type: none"> <li></li> </ul>	
<p>ELEVATOR</p> <ul style="list-style-type: none"> <li>Busted <a href="#">block and ripped cove base</a> on elevator wall.</li> <li><a href="#">Concrete</a> needs to be patched on the elevator wall.</li> </ul>	<p>Masonry Additions/ AFS CCS Concrete in process</p>
<p>STAIRWELLS</p> <ul style="list-style-type: none"> <li>Under the stairwell near the elevator room <a href="#">light shining through the steps.</a></li> <li><a href="#">Missing piece of black trim</a> front door steps.</li> </ul>	<p>Complete</p>
<p>WALKWAYS, SIDEWALKS &amp; RAILINGS</p> <ul style="list-style-type: none"> <li>The indoor <a href="#">handrail in front entrance</a> is still loose after repair.</li> <li>The railing that was patched in the front stairwell is really rough.</li> <li>All thread from the <a href="#">railing mounting plate</a> on the south east stairwell is sharp to the touch needs cleaned up on all plates.</li> <li>Rust stain on concrete on the South side of the building sidewalk.</li> </ul>	<p>Same as first item</p> <p>Complete</p> <p>CCS Handling</p> <p>CCS to review with Concrete</p>

<ul style="list-style-type: none"> <li>• Concrete needs epoxy <u>clear coat cleaned off</u> throughout 1st and 2nd floor hallways.</li> <li>• The concrete floor needs to be <u>smoothed out</u> by the interior east corner of the building in front of the storage closet.</li> <li>• The left East interior side corner of the walkway needs to be grinded down smooth. (<u>Tripping hazard</u>).</li> <li>• Hallways, <u>steps</u> and <u>window ledges</u> need to be cleaned still visible dust throughout. <b>Ongoing</b></li> <li>• <u>Square plates</u> under the 2nd story walkway need to be smoothed over unfinished throughout.</li> <li>• The 2nd floor railing has a glob of <u>weld splatter</u> needs grinded and repainted.</li> <li>• <u>Handrail</u> outside of the weight room need to be cleaned and painted.</li> <li>• Concrete is <u>breaking</u> into pieces on the north east wall.</li> </ul>	<p>CCS Concrete / AFS</p> <p>CCS Concrete</p> <p>CCS Concrete in process</p>
<p>BREEZEWAY &amp; OUTDOOR STEPS</p> <ul style="list-style-type: none"> <li>• Need heavy duty anchors not <u>blue screws</u> for the main gate. <b>OHD Eastern KY to replace</b></li> <li>• The main gate on breeze way is not secured to <u>brick walls</u>.</li> </ul>	<p>Design Team to confirm detail</p>
<p>CONCESSION STAND</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>TICKET BOOTH</p> <ul style="list-style-type: none"> <li>• The stainless steel counter still has <u>protected plastic</u> on. <b>CCS Handling</b></li> <li>• <u>Large gaps</u> on both sides of the stainless steel counter. <b>CCS Reviewing / OHD Eastern KY</b></li> <li>• No <u>final cleaning</u> was done in this room.</li> </ul>	
<p>WET ROOM</p> <ul style="list-style-type: none"> <li>• Needs a final clean. <b>Ongoing</b></li> </ul>	
<p>LAUNDRY ROOM/Pump Room</p> <ul style="list-style-type: none"> <li>• The laundry room needs a final clean. <b>Ongoing</b></li> <li>• The <u>pump room</u> needs debris removed and a finale clean. <b>Ongoing</b></li> <li>• Painter tape is left in the door jam in the pump room.</li> </ul>	<p>CCS Handling</p>
<p>TRAINER ROOM?</p>	

<ul style="list-style-type: none"> <li>• A <a href="#">large gap</a> in the ceiling above the hallway door needs to be filled and painted.</li> </ul>	<p>DeAmRon patch - see email pic attached</p>
<p>PARKING LOT/LANDSCAPING</p> <ul style="list-style-type: none"> <li>• Busted concrete bags and construction <a href="#">debris</a> in the parking lot and between tennis courts.</li> <li>• Orange fence around trees</li> <li>• Trash in the yard.</li> <li>• <a href="#">Silk fence</a> needs to be removed by student parking, <a href="#">broken bricks</a>, <a href="#">green plastic</a> and metal needs removal before mowing season.</li> <li>• The <a href="#">finished block</a> on the retaining wall is uneven.</li> </ul>	<p>Everything is being addressed; exterior punch list pending</p>
<p>PUBLIC RESTROOMS</p> <ul style="list-style-type: none"> <li>• Behind the women's outside door has a large chunk of <a href="#">uneven concrete</a> needs grinded down smooth.</li> <li>• <a href="#">Tape adhesive</a> on the outside of both restroom doors from caution tape needs to be removed.</li> <li>• <a href="#">Stall doors</a> in boys and girls need to swing the same way.</li> <li>• The baby <a href="#">changing table</a> is still busted with handles laying on top.</li> </ul>	<p>Complete</p> <p>CCS Handling Installed per CDs. Ambulatory Stall requires outswinging door by Code.</p>
	<p>This was installed with no damage; Restrooms have been used by public; Advise if CCS is to price a replacement</p>
<p>ARCHITECT NOTES - Studio Kremer Architects</p> <ul style="list-style-type: none"> <li>•  <a href="#">NBHS PSC - Level 1 Plan Punch Inspection (12-22-2025).pdf</a></li> <li>•  <a href="#">NBHS PSC - Level 2 Plan Punch Inspection (12-22-2025).pdf</a></li> <li>• Door Hardware Punch Inspection to be scheduled with CHS (SKA Consultant) and BCPS Locksmith with final cores are installed.</li> <li>•</li> </ul>	<p>SKA to confirm completion of lists to verify work has been completed since inspection on 12-22-2025.</p> <p>Door Hardware Inspection to be Scheduled.</p>
<p>CIVIL NOTES</p> <ul style="list-style-type: none"> <li>• <a href="#">2023-50 - NBHS - CIVIL (SWT) - 4-17-2025 (Issued 4-23-2025).pdf</a></li> </ul>	<p>SKA to confirm work is completed.</p>
<p>MEP ENGINEER NOTES - CMTA</p> <ul style="list-style-type: none"> <li>•  <a href="#">NBHS PSC - MEP CMTA Punch Inspection (12-22-2025).pdf</a></li> </ul>	<p>CMTA to confirm work is completed.</p>

DISTRICT REQUEST

- [NBHS PSC - BCPS\\_Punch Inspection \(3-2-2026\).pdf](#)

Reinspection to be scheduled and Added Scope items Priced for a Change Order.