



Kenton County School District | *It's about ALL kids.*

# Issue Paper

**DATE:**

5/20/2026

**AGENDA ITEM (ACTION ITEM):**

Consider / Approve Direct Purchase Order Change Order No. 1 with Winwater for the River Ridge Site Circulation Project - BG 24-173.

**APPLICABLE BOARD POLICY:**

01.1 Legal Status of the Board; 04.31 Authority to Encumber and Expend Funds; 702 KAR 4:160

**HISTORY/BACKGROUND:**

This is the first (1<sup>st</sup>) change order associated with the request for a Direct Purchase Order to Winwater for the River Ridge Site Circulation Project associated with Ashley Construction Company. The original DPO amount was \$51,909.00. This change order request is to cancel the Direct Purchase Order.

Item No. 1: Contractor Requested: A clerical error from a subcontractor resulted in a duplicate vendor providing underground piping being listed on the direct material purchases page of the Form of Proposal. This subcontractor error resulted in an incorrect adjusted contract value to the contract for General Construction. This deduct change to this duplicate (redundant) vendor purchase order is offset by an equal add to the contract for General Construction, resulting in a no net cost change to the District.

DEDUCT: \$ 51,909.00

TOTAL DEDUCT: \$ 51,909.00

**SUMMARY OF CHANGE ORDERS FOR RIVER RIDGE PROJECT – BG 24-173**

The original contingency for this project	\$ 195,950.00
Total for prior approved change orders	\$
Total for prior Material/Equipment Direct Purchase Order changes	\$
Total for current change orders	<u>\$ 51,909.00</u>
Contingency Balance	\$ 247,859.00

**FISCAL/BUDGETARY IMPACT:**

Deduction of \$51,909.00 to Direct Purchase Order Request for Winwater.

**RECOMMENDATION:**

Approve the Direct Purchase Order Change Order No. 1 with Winwater for the River Ridge Site Circulation Project - BG 24-173.

**CONTACT PERSON:**

Matt Rigg, Chief Operations Officer

\_\_\_\_\_  
*Principal/Administrator*

  
\_\_\_\_\_  
*District Administrator*

  
\_\_\_\_\_  
*Superintendent*



# AIA Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 24-021 Site Expansion Project River Ridge Elementary School 2772 Amsterdam Road Villa Hills, KY 41017	<b>CONTRACT INFORMATION:</b> Contract For: Material Purchase Order  Date: February 23, 2026	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 01-Winwater  Date: May 18, 2026
<b>OWNER:</b> <i>(Name and address)</i> Kenton County Board of Education 2044 Tuscanyview Drive Covington, KY 41017	<b>ARCHITECT:</b> <i>(Name and address)</i> Emboss Design, PSC 906 Monmouth Street Newport, KY 41071	<b>CONTRACTOR:</b> <i>(Name and address)</i> Winwater 110 Richwood Road; Suite D Walton, KY 41094

### 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.)*

Item 01-01A clerical error from a subcontractor resulted in a duplicate vendor providing underground piping being listed on the direct material purchases page of the form of proposal. This subcontractor error resulted in an incorrect adjusted contract value to the contract for General Construction. Requested by General Contractor. Note: This DEDUCT change to this duplicate (redundant) vendor purchase order is offset by an equal ADD to the contract for General Construction, resulting in no net cost change to the District. Cost Benefit to the Owner: Deletes the redundant purchase order and corrects the contract with no net cost change to the District. DEDUCT: \$51,909.00

The original Contract Sum was	\$	<u>51,909.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>51,909.00</u>
The Contract Sum will be decreased by this Change Order in the amount of	\$	<u>51,909.00</u>
The new Contract Sum including this Change Order will be	\$	<u>0.00</u>

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be August 07, 2026

**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.**

Mark Perry  
ARCHITECT *(Signature)*

\_\_\_\_\_  
CONTRACTOR *(Signature)*

\_\_\_\_\_  
OWNER *(Signature)*

BY: Mark Perry, Sr. Project Manager  
*(Printed name, title, and license number if required)*

\_\_\_\_\_  
*(Printed name and title)*

BY: Matt Rigg, Chief Operations Officer  
*(Printed name and title)*

5/19/2026  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date