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# Issue Paper

**DATE:**

6/22/2026

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Change Order No. 4 with Monarch Construction Company for the RC Hinsdale Phase II Project – BG 21-142.

**APPLICABLE BOARD POLICY:**

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

**HISTORY/BACKGROUND:**

This is the fourth (4<sup>th</sup>) change order for the RC Hinsdale Phase II Construction Project associated with Monarch Construction Company. The original contact amount was \$13,745,546.74. This change order for an addition of \$7,927.00 with previous change orders of -\$456.00 makes the new contract sum \$13,753,017.74.

- Item No 1: Owner Requested: Add drywall over unfinished CMU block wall exposed with demolition of plumbing chase in room 1371 to improve finish appearance of the wall in this occupied room. ADD: \$ 1,977.00
- Item No 2: Contractor Requested: Replace drywall unsuitable to be finished and painted after removal of FRP panels from the drywall in corridor 1400 to improve finish appearance in this public facing area. ADD: \$ 1,785.00
- Item No 3: Owner Requested: Remove existing plaster bulkhead not originally called out for demolition and install new drywall and one course of CMU block at intersection of corridors 1300 and 1400 to allow for a more contiguous and higher ceiling in this area for improved appearance. ADD: \$ 4,590.00
- Item No 4: Architect Requested: Change exterior material at portion of new addition front elevation from composite metal panel to brick to maintain the design consistency in this area. DEDUCT:\$ 425.00

TOTAL ADD: \$ 7,927.00

**SUMMARY OF CHANGE ORDER FOR RC HINSDALE PHASE II - BG 21-142**

The original contingency for this project	\$ 934,700.00
Total for prior approved change orders	\$ 456.00
Total for prior Material/Equipment direct purchase order changes	\$ 3,359.00

Total for current change orders	\$ (7,927.00)
Contingency Balance	\$ 930,588.00

**FISCAL/BUDGETARY IMPACT:**

Add of \$7,927.00 to the existing contract with Monarch Construction Company

**RECOMMENDATION:**

Approve Change Order No. 4 with Monarch Construction for the RC Hinsdale Phase II Project – BG 21-142.

**CONTACT PERSON:**

Matt Rigg, Chief Operations Officer

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

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

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



# AIA® Document G701® – 2017

## Change Order

**PROJECT: (Name and address)**

RC Hinsdale - Phase 2  
440 Dudley Pike  
Edgewood, KY 41017

**CONTRACT INFORMATION:**

Contract For: General Construction  
Date: 05-26-2025

**CHANGE ORDER INFORMATION:**

Change Order Number: 004  
Date: 06-18-2026

**OWNER: (Name and address)**

Kenton County Board of Education  
2044 Tuscanyview Drive  
Covington, KY 41017

**ARCHITECT: (Name and address)**

Emboss Design, PSC  
906 Monmouth Street  
Newport, KY 41071

**CONTRACTOR: (Name and address)**

Monarch Construction Company  
1654 Sherman Avenue  
Cincinnati, OH 45212

**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 No. 04-01 (COR 30)**

Add drywall over unfinished cmu exposed with demolition of plumbing chase in room 1371

Cost Benefit to Owner: Improves finish appearance of wall for occupied room

ADD: \$1,977

**Item No. 04-02 (COR 31)**

Replace drywall in Corridor 1400 unsuitable to finish/paint due to removal of FRP panels

Cost Benefit to Owner: Improves finished appearance of wall. Existing drywall was not suitable to finish and paint after removal of existing FRP panels.

ADD: \$1,785

**Item No. 04-03 (COR 34)**

Remove existing plaster bulkhead. Install new gypsum board and one course of cmu at intersection of Corridors 1300 & 1400

Cost Benefit to Owner: Allowed for a more contiguous ceiling and higher ceiling at this location for improved appearance.

ADD: \$4,590

**Item No. 04-04 (COR 36)**

Change exterior material at portion of new addition front elevation from composite metal panel to brick

Cost Benefit to Owner: Maintain design consistency of front elevation.

DEDUCT: \$425

The original Contract Sum was

\$ 13,745,546.74

The net change by previously authorized Change Orders

\$ (456.00)

The Contract Sum prior to this Change Order was

\$ 13,745,090.74

The Contract Sum will be increased by this Change Order in the amount of

\$ 7,927.00

The new Contract Sum including this Change Order will be

\$ 13,753,017.74

The Contract Time will be unchanged by (0) days.

The new date of Substantial Completion will be 12-18-2026

**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.

  
\_\_\_\_\_  
ARCHITECT (Signature)

BY: Jim Kaiser - Senior Project  
Manager

(Printed name, title, and license  
number if required)

6/18/26  
\_\_\_\_\_  
Date

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

BY: Marty Meisberger -President  
\_\_\_\_\_  
(Printed name and title)

6/18/2026  
\_\_\_\_\_  
Date

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

BY: Matthew Rigg - Chief Operations  
Officer

(Printed name and title)

\_\_\_\_\_  
Date