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

Issue Paper

DATE:
10/21/2026

AGENDA ITEM (ACTION ITEM):
Consider / Approve Change Order No. 3 with Monarch Construction for the Kenton Elementary Project – BG 25-352.

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 third (3rd) change order for the Kenton Elementary School Renovation Project associated with Monarch Construction Company. The original contract amount was $12,901,087.64. This change order for an addition of $8,266.00 with previous change orders of $47,956.00 makes the new contract sum $12,957,309.64. This change order is offset by a deduct change order to Direct Purchase Order #27000347 to Tremco for roofing materials which was enabled by verifying existing roof insulation thickness and results in a net deduct to roofing costs.

Item No 1: Architect Requested: Provide tapered insulation and blocking at plan north (west) existing canopy between the gymnasium and media center.

ADD: $ 4,859.00

Item No 2: Architect Requested: Provide tapered insulation and blocking at plan north (west) existing canopy between the gymnasium and media center.

ADD: $ 3,407.00

TOTAL ADD: $ 8,266.00

SUMMARY OF CHANGE ORDERS FOR KENTON ELEM. PROJECT – BG 25-352

The original contingency for this project	$	946,850.00
Total for prior approved change orders	($	47,956.00)
Total for prior Material/Equipment Direct Purchase Order changes	$	36,321.80
Total for current change orders	($	8,266.00)
Contingency Balance	$	926,949.80

FISCAL/BUDGETARY IMPACT:
Addition of $8,266.00 to the existing contract with Monarch Construction Company.

RECOMMENDATION:
Approve the Change Order No. 3 with Monarch Construction for the Kenton Elementary Project – BG 25-352.

CONTACT PERSON:
Matt Rigg, Chief Operations Officer

Principal/Administrator	***District Administrator***	***Superintendent***

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Change Order

PROJECT: *(Name and address)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Renovation - Kenton Elementary School 11246 Madison Pike Independence, KY 41051	Contract For: General Construction Date: May 07, 2026	Change Order Number: 003 Date: October 21, 2026
OWNER: *(Name and address)*	**ARCHITECT:** *(Name and address)*	**CONTRACTOR:** *(Name and address)*
Kenton County Board of Education 2044 Tuscanyview Drive Covington, KY 41017	Emboss Design, PSC 906 Monmouth Street Newport, KY 41071	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 03-01 (CWP #18 / RFP #1R1)
Provide tapered insulation sloping to roof drains in Area B of the 2-story classroom wing. Requested by Architect.
Cost Benefit to Owner: Required to address ponding water at existing roof lasting more than 24 hours.
ADD: $4,859.00

Item 03-02 (CWP #24 / RFI #59)
Provide tapered insulation and blocking at plan north (west) existing canopy between the gymnasium and media center. Requested by Architect.
Cost Benefit to Owner: Required to address ponding water at existing roof lasting more than 24 hours.
ADD: $3,407.00

TOTAL ADD: $8,266.00
Note, this change order is offset by a deduct change to roofing materials enabled by varifying existing roof insulation thickness and results in a net deduct to roofing costs.

The original Contract Sum was	$	12,901,087.64
The net change by previously authorized Change Orders	$	47,956.00
The Contract Sum prior to this Change Order was	$	12,949,043.64
The Contract Sum will be increased by this Change Order in the amount of	$	8,266.00
The new Contract Sum including this Change Order will be	$	12,957,309.64

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be November 12, 2027

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.

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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)*	BY: Martin A. Meisberger, President *(Printed name and title)*	BY: Matt Rigg, Chief Operations Officer *(Printed name and title)*
10/21/2026 *Date*	*Date*	*Date*

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