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

Issue Paper

DATE:
10/19/2026

AGENDA ITEM (ACTION ITEM):
Consider/Approve the Change Orders to existing Purchase Orders for the Piner Elementary Phase II Project – BG 25-353.

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:
Direct Purchase Orders were issued for materials at the onset of the Piner Elementary Phase II Construction Project. All materials for this phase of the project have been purchased and the work has been completed. It is necessary to closeout all residual funds that were unused for each of the remaining open purchase orders.

Vendor	PO Number		Residual Amount
SRS Distribution, Inc.	26003913	Deduct $	169.26
John R. Jurgenson Company	26003875	Deduct $	280.28
Ferguson US Holdings, Inc.	26003876	Deduct $	163.65
	TOTAL DEDUCT:	$	613.19

SUMMARY OF CHANGE ORDER FOR PINER PHASE II BG 25-353

The original contingency for this project	$ 147,835.00
Total for prior approved change orders	$ 92,710.04
Total for prior Material/Equipment direct purchase order changes	$
Total for current change orders	$ 613.19
Contingency Balance	$ 241,158.23

FISCAL/BUDGETARY IMPACT:
Deduction of $613.19 from the existing Purchase Orders.

RECOMMENDATION:
Approve the Change Orders to existing Purchase Orders for the Piner Elementary Phase II Project – BG 25-353.

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:**
Piner Elementary Renovation	Contract For: Material Purchase Order	Change Order Number: 01-SRS Distribution
2845 Piner Ridge Road Morning View, KY 41063	Date: November 11, 2025	Date: October 16, 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	SRS Distribution, Inc 7440 State Highway 21 McKinney, TX 75070

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.)
Final Adjustment to KCSD Purchase Order No. 26003913. Requested by Owner.
Cost Benefit to Owner: Returns unused balance of purchase order to the Owner.
DEDUCT: $169.26

The original Contract Sum was	$	242,845.68
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	242,845.68
The Contract Sum will be decreased by this Change Order in the amount of	$	169.26
The new Contract Sum including this Change Order will be	$	242,676.42

The Contract Time will be unchanged by ( ) 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)*	**CONTRACTOR** *(Signature)*	**OWNER** *(Signature)*
BY: Mark Perry, Sr. Project Manager		BY: Matt Rigg, Chief Operations Officer
(Printed name, title, and license number if required)	*(Printed name and title)*	*(Printed name and title)*
10/16/2026		
Date	*Date*	*Date*

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Change Order

PROJECT: *(Name and address)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Piner Elementary Renovation 2845 Piner Ridge Road Morning View, KY 41063	Contract For: Material Purchase Order Date: November 11, 2025	Change Order Number: 01-JRJCO Date: October 16, 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	John R. Jurgensen Company 11641 Mosteller Rd. Cincinnati, OH 45241

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.)
Final Adjustment to KCSD Purchase Order No. 26003875. Requested by Owner.
Cost Benefit to Owner: Returns unused balance of purchase order to the Owner.
DEDUCT: $280.28

The original Contract Sum was	$	31,360.25
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	31,360.25
The Contract Sum will be decreased by this Change Order in the amount of	$	280.28
The new Contract Sum including this Change Order will be	$	31,079.97

The Contract Time will be unchanged by Zero (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)*	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)*
10/16/2026 *Date*	*Date*	*Date*

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Change Order

PROJECT: *(Name and address)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Piner Elementary Renovation 2845 Piner Ridge Road Morning View, KY 41063	Contract For: Material Purchase Order Date: November 11, 2025	Change Order Number: 01-Ferguson Date: October 16, 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	Ferguson US Holdings, Inc. 751 Lakefront Commons Newport News, VA 23606

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.)
Final Adjustment to KCSD Purchase Order No. 26003876. Requested by Owner.
Cost Benefit to Owner: Returns unused balance of purchase order to the Owner.
DEDUCT: $163.65

The original Contract Sum was	$	30,000.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	30,000.00
The Contract Sum will be decreased by this Change Order in the amount of	$	163.65
The new Contract Sum including this Change Order will be	$	29,836.35

The Contract Time will be unchanged by Zero (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)*	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)*
10/16/2026 *Date*	*Date*	*Date*

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