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

Issue Paper

DATE:
10/19/2026

AGENDA ITEM (ACTION ITEM):
Consider / Approve Direct Purchase Order Change Order No. 1 with KOI Precast Concrete, Inc. 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:
Direct Purchase Orders were issued for materials at the onset of the River Ridge Elementary Site Circulation Project. All materials for this project have been purchased and the work has been completed. It is necessary to closeout the residual funds that were unused for Direct Purchase Order # 26007608.

DEDUCT:	$	1,131.00
TOTAL DEDUCT:	$	1,131.00

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	$	0.00
Total for prior Material/Equipment Direct Purchase Order changes	$	0.00
Total for current change orders	$	1,131.00
Contingency Balance	$	197,081.00

FISCAL/BUDGETARY IMPACT:
Deduction of $1,131.00 to Direct Purchase Order Request for KOI Precast Concrete, Inc.

RECOMMENDATION:
Approve the Direct Purchase Order Change Order No. 1 with KOI Precast Concrete, Inc. for the River Ridge Site Circulation Project - BG 24-173.

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:
24-021 Site Expansion Project River Ridge Elementary School 2772 Amsterdam Road Villa Hills, KY 41017	Contract For: Material Purchase Order Date: April 29, 2026	Change Order Number: 01-KOI Date: October 19, 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	KOI Precast Concrete, Inc. 5719 Limaburg Rd Burlington, KY 41005

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. 26007608. Requested by General Contractor.
Cost Benefit to Owner: Returns unused balance of purchase order to Owner.
DEDUCT: $1,131.00

The original Contract Sum was	$	63,294.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	63,294.00
The Contract Sum will be decreased by this Change Order in the amount of	$	1,131.00
The new Contract Sum including this Change Order will be	$	62,163.00

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)*	Jackie Abdon, accountant *(Printed name and title)*	BY: Matt Rigg, Chief Operations Officer *(Printed name and title)*
10/19/2026 *Date*	10/19/2026 *Date*	*Date*

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