



# **SCHOOL BOARD ACTION REPORT**

**DATE:** January 14, 2019  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Stephen Nielsen, Deputy Superintendent  
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**For Introduction:** February 6, 2019  
**For Action:** February 27, 2019

## **1. TITLE**

BEX IV/BTA IV: Approval of Budget Transfer from the BEX IV/BTA IV Food Service Equipment Fund and Award Construction Contract K5108, Bid No. B12838, to Western Ventures Construction, Inc. for the JSCEE Freezer Upgrade project

## **2. PURPOSE**

This motion would approve a one-time fund transfer in the amount of ~~\$607,910~~ 886,800 from the BEX IV and BTA IV Food Service Equipment Fund and authorize the Superintendent to enter into a construction contract in the amount of \$516,345 ~~(range \$700,000 to \$900,000)~~ plus Washington State Sales Tax for the John Stanford Center for Educational Excellence (JSCEE) Freezer Upgrade project.

## **3. RECOMMENDED MOTION**

I move that the School Board:

1. approve the transfer of ~~\$607,910~~ 886,800 from the BEX IV/ BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade Project budget; and
2. authorize the Superintendent to execute construction contract K5108 with Western Ventures Construction, Inc. in the amount of \$516,345 ~~(range of \$700,000 to \$900,000)~~ plus Washington State Sales Tax, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The JSCEE Freezer Upgrade project, located at 2445 3<sup>rd</sup> Avenue South Seattle, WA 98134, is funded through the BEX IV levy (passed by the voters in February 2013) and the BTA IV levy (passed by the voters in February 2016). The JSCEE Freezer Upgrade project is to be completed in time for the start of the 2019-2020 school year.

The JSCEE Freezer Upgrade project ~~was ill-be~~ publicly bid on February ~~14~~ 5, 2019, with one bid received. The scope of work for this project includes replacement of failing freezer equipment and associated mechanical equipment, replacement of a portion of the existing freezer walls and new LED lighting. In addition, SPS will self-perform a portion

of the scope of work, including: removing and reinstalling casework in the adjacent Mail Room; building temporary walls and modifications to interior fencing to allow access for adjoining freezer wall repairs; relocation of contents utilizing a freezer truck and off-site storage freezer facility; and accommodating warehouse staff overtime to make room for normal work, plus re-establishing freezer stock deliveries due to tight scheduling. Lastly, controls and commissioning contracts will be issued outside of the construction contract.

This motion also requests the transfer of \$~~607,910~~ ~~886,800~~ funds from BEX IV/BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade project budget. The transfer of funds will not impact the funding budgeted to do the remaining work identified in the BEX IV/BTA IV Levy Program.

This motion allows the district to execute a construction contract with Western Ventures Construction, Inc., who was the lowest responsive, responsible bidder.

The JSCEE building serves as the Seattle Public Schools Administration Building and includes offices and support space for District Administration, Facilities and Operations, Food Services and Central Warehouse. Included in the Food Service Area are large walk-in freezers which provide food storage for student meals and require upgrading to remain functional. The upgrade and repairs will address identified safety issues within the freezer and replace the existing mechanical equipment—operationally, being more energy efficient.

The JSCEE opened in October 2001 after being repurposed and renovated from its prior use supporting U.S. Post Office functions. The JSCEE has received Mechanical, Data Center, Television Studio and Auditorium sound system upgrades between 2004 and 2009. No capital funded improvements have been made to the existing freezer equipment.

a. **Alternatives**

Deny Motion. If motion is denied, the district will not be able to execute the contract to start the construction of the JSCEE Freezer Upgrade project. Additionally, if this work is not performed, it will potentially lead to system failures, unsafe food storage and break in service to provide meals to students. This is not recommended because it would negatively impact the district's commitment to provide meals to students and safe food storage at the work place.

b. **Research**

- BID SET, proposed date of 1/2/19, for JSCEE Freezer Upgrade project. as submitted by SH Architecture
- Seattle Public Schools Technical Building Standards dated December 2012
- 2015 Seattle Building Code
- Coordination meetings with district facilities and other stakeholders throughout the design process

**5. FISCAL IMPACT/REVENUE SOURCE**

The fiscal impact to this motion has two parts:

- 1. Transfer of \$~~607,910~~ ~~886,800~~ from the BEX IV/BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade project budget; and
- 2. Award Construction Contract K5108 to Western Ventures Construction, Inc., in the amount of \$516,345, plus Washington State Sales Tax.

The revenue source for this motion is from the BEX IV and the BTA IV Capital Levy.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

- Not applicable
- Tier 1: Inform
- Tier 2: Consult/Involve
- Tier 3: Collaborate

The selection of projects in the BEX IV/BTA IV program went through an extensive community vetting process and ultimately received over 72% approval from voters in February 2016.

**7. EQUITY ANALYSIS**

This motion was not put through the process of an equity analysis. The selection of projects in the BEX IV/ BTA IV programs was designed to provide equitable access to safe school facilities across the city.

**8. STUDENT BENEFIT**

It is the goal of the district to continue the process of implementing the BEX and BTA Capital Levy programs and provide students with safe and healthy food services.

**9. WHY BOARD ACTION IS NECESSARY**

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item
- Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Board Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Operations Committee meeting on January 10, 2019. The Committee reviewed the item and moved it forward to the full Board with a recommendation for consideration.

**12. TIMELINE FOR IMPLEMENTATION**

Anticipated Notice to Proceed Date:	On or around February 22, 2019
Anticipated Construction Date:	Summer, 2019 and Summer, 2020
Substantial Completion Date:	End of Summer, 2020

**13. ATTACHMENTS**

- None