

# **SCHOOL BOARD ACTION REPORT**



**DATE:** December 12, 2018  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Stephen Nielsen, Deputy Superintendent  
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**For Introduction:** December 19, 2018  
**For Action:** January 9, 2019

## **1. TITLE**

BTA III: Award Architectural & Engineering Contract K1322 to S.M. Stemper Architects for the 2019 Roof Repair and Replacement projects

## **2. PURPOSE**

The purpose of this action is to provide authorization for the Superintendent to enter into an Architectural & Engineering (A/E) contract in the amount of \$660,760 for the 2019 Roof Repair and Replacement projects.

## **3. RECOMMENDED MOTION**

I move that the School Board authorize the Superintendent to execute contract K1322 with S.M. Stemper Architects in the amount of \$659,760, for architectural and engineering services for the 2019 Roof Repair and Replacement projects plus \$1,000 for Reimbursable Expenses, 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 2019 Roof Repair and Replacement project consists of two programs: Cascade Parent Partnership Program located at North Queen Anne School building, 2919 1<sup>st</sup> Ave. W., Seattle, WA 98119, and Van Asselt Elementary School located at the African-American Academy building, 8311 Beacon Ave. S., Seattle, WA 98118. The projects are to be funded through the BTA III Levy passed by voters on February 9, 2010.

The scope of these two project sites will include but is not limited to:

- 1. Cascade Parent Partnership Program (North Queen Anne School building)**
  - Replace existing, failing, roof with a new roofing system; replace deteriorated structural components as necessary.
- 2. Van Asselt Elementary School (African-American Academy building)**
  - **Replace existing**, failing, roof with a new roofing system; replace deteriorated structural components as necessary.

The firm of S.M. Stemper Architects was selected through the Architectural and Engineering Services (A/E) selection procedures established in Superintendent Procedure 6220SP.C. Four firms submitted their qualifications. One firm was shortlisted and interviewed, and S.M. Stemper Architects was judged to be the most qualified to provide design services.

An interim contract (number K1326) was entered into to begin design services in the not-to-exceed amount of \$189,699, enabling project-specific work allowing completion of the overall project by summer 2019. The scope of work for the interim contract includes completion of schematic design and CAD-based plans at Cascade Parent Partnership Program at the North Queen Anne School building and Van Asselt Elementary School at the African American Academy building; this provides site investigations; and identifies scope of work.

In summary, the contract total for all A/E Services (including the Interim Contract K1326) for the 2019 Roof Repair and Replacement projects is \$850,459.

a. **Alternatives**

Deny Motion. If the motion is denied, the district will not be able to execute the contract to start the design of the 2019 Roof Repair and Replacement School projects. Therefore, the planned schedule for this project will not be maintained; there may also be future loss of use should associated damages occur due to these areas already experiencing damage not having been repaired/replaced. This is not recommended.

b. **Research**

The architect will employ the following resources when planning and beginning design of these projects:

- Meng Facilities Condition Assessment Report, 2009; updated 2014
- “Roofing & Cladding Surveys” dated April 30, 2018, North Queen Anne School, prepared by S.M. Stemper Architects/Building Envelope Technology & Research (BET & R)
- S.M. Stemper Architects’ Pre-design Estimate, dated August 8, 2018, for Roof Replacement at the African American Academy at Van Asselt Elementary School
- Seattle Public Schools Technical Building Standards dated December 2012

**5. FISCAL IMPACT/REVENUE SOURCE**

The fiscal impact of this motion to approve contract K1322 will be \$660,760, including Reimbursable Expenses. The revenue source for this motion is 100% BTA III Capital levy funds.

As noted above, due to schedule constraints, interim contract number K1326 was executed previously to authorize the Architect to complete the schematic design phase at Cascade Parent Partnership Program at North Queen Anne and at Van Asselt Elementary School at the African American Academy to provide site analysis and identify the scope of work recommendations.

The amount of the interim contract is \$183,005; plus estimated Reimbursable Expenses of \$6,694.00 (totaling \$189,699). In summary, the contract total for all A/E Services (including the Interim Contract K1326) for the 2019 Roof Repair and Replacement projects is \$850,459.

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 BTA III program went through an extensive community vetting process and the Levy ultimately received 73.45% approval from voters in February 2010.

## 7. **EQUITY ANALYSIS**

This motion was not put through the process of an equity analysis. The selection of projects in the BTA III program 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 BTA and BEX Capital Levy programs and provide students with safe and secure school buildings.

## 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: Requirement of the OSPI D-Form application process

**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 December 6, 2018. The Committee reviewed the item and moved the item forward to the full Board with a recommendation for approval.

**12. TIMELINE FOR IMPLEMENTATION**

Upon Board approval, design will begin upon execution of this contract. Construction is projected to take place during the summer of 2019.

**13. ATTACHMENTS**

- None