



School Board Briefing/Proposed Action Report

Informational (no action required by Board) **Action Report** (Board will be required to take action)

DATE: Dec 19, 2016
FROM: Dr. Larry Nyland, Superintendent
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I. TITLE

BEX III, BEX IV and Distressed School Grant: Board Acceptance of the Building Commissioning Report for Cedar Park Elementary School Renovation project

For Introduction: January 04, 2017
For Action: January 18, 2017

II. WHY BOARD ACTION IS NECESSARY

Board acceptance of the Building Commissioning Report for the Cedar Park Elementary Renovation project, is required as part of the Office of Superintendent of Public Instruction (OSPI) D-11 Application for Release of Retainage and in accordance with WAC 392-344-165.

III. FISCAL IMPACT/REVENUE SOURCE

This action helps to secure up to \$1.4 million dollars in state funding assistance. This action does not represent a specific expenditure.

Expenditure: N/A

IV. POLICY IMPLICATION

This action is consistent with Board Policy No. 6100, Revenues from Local, State, and Federal Sources, which states “It is the policy of the Seattle School Board to pursue systematically those funding opportunities that are consistent with district priorities from federal, state, and other governmental units, as well as from private and foundation sources,” and “The Board agrees to comply with all federal and state requirements that may be a condition for the receipt of federal or state funds...”.

V. RECOMMENDED MOTION

I move that the School Board accept the Final Building Commissioning Report for the Cedar Park Elementary School Renovation project.

VI. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on October 20, 2016. The Committee moved this item forward to the full Board with a recommendation for consideration.

VII. BACKGROUND INFORMATION

Commissioning is a systematic process of documentation and verification to demonstrate that the building mechanical systems have been installed and function properly, efficiently, and can be maintained in accordance with the contract documents in order to satisfy the District's intent and operational requirements. This commissioning process has been satisfactorily completed by the commissioning consultant, Jeremy Fugere at Keithly Barber Associates.

In accordance with WAC 392-344-165, acceptance by the Board of the building commissioning report is required to complete the OSPI D-11 Application to Release Retainage.

OSPI, through the School Construction Assistance Program (SCAP), provides funding assistance to school districts that are undertaking a major new construction or modernization project. The primary documents that form the basis of any agreement between OSPI and the District are the "D-form" documents. These documents, when properly completed and signed by all parties, form the official notices of agreement and intent on behalf of the district and OSPI.

VIII. STATEMENT OF ISSUE

Approval of this motion will allow the District to complete the OSPI D-11 Application to Release Retainage and finalize the contract requirements of contract P5042 with Construction Services Inc.

IX. ALTERNATIVES

Not accepting this motion in a timely manner could put the District in a position subject to litigation and if state assistance funding requirements are not met, the District will not receive state funding assistance that is available for this project. Therefore, this alternative is not recommended.

X. RESEARCH AND DATA SOURCES / BENCHMARKS

- Office of Superintendent of Public Instruction, Form D-11 Application to Release Retainage
- Keithly Barber Associates, Inc., Cedar Park School Modernization (Addition and Renovation) Final Commissioning report

XI. TIMELINE FOR IMPLEMENTATION / COMMUNITY ENGAGEMENT

Upon approval of this motion, the D-11 Application to Release Retainage will be completed and submitted to OSPI in January of 2017.

XII. ATTACHMENTS

- Cedar Park Elementary Renovation Project Final Commissioning Report dated December 05, 2016 (4 pages, full copy of report available at Board office)
- WAC 392-344-165