



SCHOOL BOARD ACTION REPORT

DATE: October 7, 2019
FROM: Denise Juneau, Superintendent
LEAD STAFF: Fred Podesta, Chief Operations Officer
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For Introduction: November 20, 2019
For Action: December 11, 2019

1. TITLE

BEX IV: Final Acceptance of Contract P5047 with R.C. Zeigler Company, Inc., for the Jane Addams Middle School Elevator Upgrade project

2. PURPOSE

The purpose of this action is to approve final acceptance of Contract P5047 with R.C. Zeigler Company, Inc., for the Jane Addams Middle School Elevator Upgrade Project. Board approval allows the district to submit required documents to the State of Washington Department of Labor & Industries, Department of Revenue and Employment Security Department and closeout the project, including authorizing the release of project retainage.

3. RECOMMENDED MOTION

I move that the School Board accept the work performed under Contract P5047 with R.C. Zeigler Company, Inc., for the Jane Addams Middle School Elevator Upgrade Project as final.

4. BACKGROUND INFORMATION

a. Background

The Jane Addams Middle School Elevator Upgrade Project is located at 11051 34th Ave NE Seattle, WA 98125 and is funded through the BEX IV Capital levy. The improvements are in support of the phased modernization and repurposing of the Jane Addams building from a K-8 school into a comprehensive middle school under the BEX IV Capital levy.

Hutteball & Oremus Architects designed the improvements and prepared the construction documents. The construction contract was advertised for bids in April 2014. R. C. Zeigler Company, Inc., was awarded the contract on June 4, 2014 in the amount of \$299,777. In addition to modernizing the existing elevator, the scope of work included interim elevator repairs to facilitate moving the new middle school program into the building.

R. C. Zeigler Company, Inc., satisfactorily completed the contract work and the architect, Hutteball & Oremus Architects, agrees and recommends Board final acceptance of the project. This construction contract is for the last project to repurpose the building to a middle school. The final project expenditure amount for all of the projects to repurpose the building is \$12,844,624 which is \$242,458 below the Total Project Budget.

Following standard practice, the underspent funds will be transferred to the BEX IV Project Contingency.

b. Alternatives

Not accepting the project in a timely manner could put the district in a position subject to litigation. Therefore, this alternative is not recommended.

c. Research

- Intermediate Capacity Management Plan to Support Implementation of Growth Boundaries and BEX IV
- Jane Addams Elevator Condition Report dated 1/4/14 by Architectural Elevator Consulting, LLC

5. FISCAL IMPACT/REVENUE SOURCE

All payments have been made to the contract from the BEX IV Capital levy funds. No outstanding invoices remain.

During the course of the project, one Change Order was issued in the amount of \$12,303 plus Washington State Sales Tax. Change order expenditures totaled 4.1% of the construction contract amount. The Change Order expenditure is associated with a State Labor and Industries requirement to install a guardrail system from the roof hatch to the elevator machine room.

Contractor:	R. C. Ziegler Company, Inc.
Contract Amount	\$ 299,777
Change Orders	\$ 12,303
WSST	<u>\$ 29,656</u>
Total Contract including WSST	\$ 341,736
Project Retention	Retainage Bond

Amy Fleming: _____ Date: _____
Director of Accounting

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

7. EQUITY ANALYSIS

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

8. STUDENT BENEFIT

This project ensures a safe, secure learning environment for every student.

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

For purposes of avoiding disputes over the timing of the filing of liens, the School Board should accept the work on a construction project as finally complete prior to the release of retention.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on November 7, 2019. The Committee reviewed the item and moved the item forward with a recommendation for approval by the full Board.

12. TIMELINE FOR IMPLEMENTATION

Acceptance of Completed Project by School Board
Release of Retainage Bond
Contractor's One-Year Warranty period ends

December 11, 2019
December 31, 2019
July 26, 2017

13. ATTACHMENTS

- None