



# **SCHOOL BOARD ACTION REPORT**

**DATE:** January 20, 2021  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Fred Podesta, Chief Operations Officer  
206-252-0102, [fhpodesta@seattleschools.org](mailto:fhpodesta@seattleschools.org)

**For Introduction:** January 27, 2021  
**For Action:** February 10, 2021

## **1. TITLE**

BTA IV: Final Acceptance of Contract K5113 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC for the Garfield High School Athletic Field Lighting project

## **2. PURPOSE**

The purpose of this action is to approve final acceptance of Contract K5113 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC for the Garfield High School Athletic Field Lighting 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 K5113 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC for the Garfield High School Athletic Field Lighting project as final.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The Garfield High School Athletic Field Lighting project is located at Garfield High School, 400 23<sup>rd</sup> Avenue, Seattle, WA 98122. The project was funded through the BTA IV capital levy and provides labor and materials to install light poles, shielded LED energy-efficient floodlights, concrete foundations and associated electrical and lighting controls work.

The district contracted with the King County Directors' Association for the field lighting work at Garfield High School. KCDA is a purchasing cooperative owned by Washington State Public School Districts. KCDA bids and awards supply and service contracts through open competition as prescribed by the laws of the State of Washington. Musco, the athletic field lighting manufacturer and installer, has a current contract in place with KCDA.

The district's Capital Projects Mechanical/Electrical Coordinator, Mike Kennedy, has been involved throughout the commissioning process and recommends the acceptance of this effort on the Garfield High School Athletic Field Lighting project.

KCDA and Musco Sports Lighting, LLC has successfully completed the contract work and the consulting architect, Freeman Architects, agrees and recommends final acceptance of the project. The Garfield High School Athletic Field Lighting project was completed with funds from the BTA IV Capital Levy. The completion of the project will result in approximately \$160,000 in underspend. The underspend will be transferred to the BTA IV program 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**

- Coordination meetings with district facilities and other stakeholders throughout the design process.

**5. FISCAL IMPACT/REVENUE SOURCE**

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

During the project, no Change Orders were issued.

Contractor:	KCDA and Musco Sports Lighting, LLC
Contract Amount	\$408,714
Change Orders	\$0
WSST	<u>\$41,280</u>
Total Contract including WSST	\$449,994
Project Retention	\$20,436

Director of Accounting, Amy Fleming, confirmed budget details on January 11, 2021 via email.

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**

The selection of projects for BTA IV Capital Levy was completed in 2015. Projects selected for the BTA IV Capital Levy were intended to address student capacity needs and inadequate building systems in school facilities across the city. Providing athletic field lights at our middle and high schools responds to comments received concerning the district’s environmental impact statement changing high school bell times allowing greater access for youth to athletic fields. As such, this motion was not put through an equity analysis as would be done as part of the district’s current capital planning efforts.

**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 January 14, 2021. The Committee reviewed the motion 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	February 10, 2021
Release of retainage	Approx. May 1, 2021
Contractor's one-year warranty period ends	November 5, 2021

**13. ATTACHMENTS**

- Architect's Letter of Recommendation (for reference)

October 6, 2020

Seattle Public Schools  
MS-22-332  
PO Box 34165  
2445 3<sup>rd</sup> Ave S  
Seattle, WA 98134-1165

ATTN: Conrad Plyler, PLA, Project Manager

RE: Statement of Completion of Work  
Athletic Field Lighting Improvements at Garfield High School  
Contractor: Musco Sports Lighting  
Contract Number: 4118977

Dear Conrad:

All contract work for the Athletic Field Lighting Improvements at Garfield High School was completed on October 11, 2019, and accepted on November 5, 2019. The work performed under this contract has been reviewed and to the best of our knowledge found to be complete.

Feel free to email or call if you have any questions.

Sincerely,

KNIT



Freeman Fong, AIA, NCARB  
Principal