



# **SCHOOL BOARD ACTION REPORT**

**DATE:** November 3, 2017  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Dr. Lester Herndon, Associate Superintendent, Facilities and Operations  
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**For Introduction:** November 15, 2017  
**For Action:** December 6, 2017

## **1. TITLE**

BTA III/BEX IV: Final Acceptance of Contract P5062 with Holmberg Construction for the McGilvra Elementary School Mechanical, Heating, Ventilation and Air Conditioning (HVAC) Upgrades project

## **2. PURPOSE**

Board action is required to approve final acceptance of Contract P5062 with Holmberg Construction and allows the district to formally accept the work and close out the contract.

## **3. RECOMMENDED MOTION**

I move that the School Board accept the work performed under Contract P5062 with Holmberg Construction for the McGilvra Elementary School Mechanical, Heating, Ventilation and Air Conditioning (HVAC) Upgrades project as final.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The McGilvra Elementary School Mechanical HVAC Upgrades project was funded by Buildings, Technology and Athletics/Academics (BTA III) and Building Excellence (BEX IV) Capital levy funds. This project consisted of Mechanical HVAC upgrades of the existing classroom buildings, which included a new hydronic heating system, ventilation systems and building automation system.

The contractor, Holmberg Construction, has satisfactorily completed the contracted work and the consulting architect, Integrus Architects, is in agreement and recommends acceptance of the completed work.

### **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**

- Meng Analysis Facility Assessment Report dated August 2014
- Seattle Public Schools Technical Building Standards dated December 2012

5. **FISCAL IMPACT/REVENUE SOURCE**

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

During the course of the project, four Change Orders were issued comprised of fifteen Change Directives. Change Orders totaled \$84,372 plus WSST. Change order expenditures totaled 6% of the construction contract. The majority of the change order work was due to unforeseen conditions that included additional hazmat work, installation and repair of existing duct insulation and casework, electrical revisions, and a jurisdiction-required install of an earthquake gas meter. Change order total is reasonable for a project of this size, within a facility that is landmarked and is over 100 years old.

Contractor:	Holmberg Construction
Contract Amount	\$ 1,427,349
Change Orders	\$ 84,372
Sales Tax	\$ 145,362
Total Contract	\$ 1,657,083
Retention	\$ 0

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 a full racial equity analysis. The selection of projects in the BTA and BEX programs was designed to provide equitable access to safe school facilities across the city.

**8. STUDENT BENEFIT**

This project helps ensure 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 2, 2017. The Committee reviewed the item and moved it forward to the full Board for consideration.

**12. TIMELINE FOR IMPLEMENTATION**

Acceptance of Completed Project by School Board	December 06, 2017
Release of Retainage Bond	N/A
Contractor’s One-Year Warranty period ends	August 26, 2017

**13. ATTACHMENTS**

- None