



SCHOOL BOARD ACTION REPORT

DATE: August 19, 2020
FROM: Denise Juneau, Superintendent
LEAD STAFF: Fred Podesta, Chief Operations Officer
206-252-0636, fhpodesta@seattleschools.org

For Introduction: August 26, 2020
For Action: September 9, 2020

1. TITLE

BTA IV: Final Acceptance of Contract K5098 with King County Directors' Association (KCDA) and Musco Sports Lighting, LLC for the Athletic Field Lights at Ballard High School project

2. PURPOSE

The purpose of this action is to approve final acceptance of Contract K5098 with King County Directors' Association (KCDA) and Musco Sports Lighting, LLC, for the Athletic Field Lights at Ballard High School 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 K5098 with King County Directors' Association (KCDA) and Musco Sports Lighting, LLC for the Athletic Field Lights at Ballard High School project as final.

4. BACKGROUND INFORMATION

a. Background

The Athletic Field Lights at Ballard High School project is located 1418 NW 65th St, Seattle, WA 98117. The project was funded under the Building, Technology and Academics/Athletics IV (BTA IV) Program. The project included installing four light poles with LED mounted lights with controls at the field.

The district contracted with the King County Director's Association (KCDA), which 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. This approach to project delivery allowed for several advantages, including reducing the time needed for procurement as the process began immediately with obtaining quotes from a known vendor, Musco Sports Lighting, LLC, and execution of a contract

The contractor satisfactorily completed the work in August 2018, in accordance with the project schedule. There was one change order in the amount of \$4,342 for additional lighting controls during the term of the project. The final contract expenditure was \$516,418. No apprentices were utilized or reported for this project as it did not meet the minimum contract value required by law. The life to date expenditure on this project is \$601,427 and the total project budget of \$639,287, leaving a current underspend of \$37,860, which will be transferred to the BTA IV program underspend.

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

- Discussions with SPS Athletic Department staff
- Building Condition Survey, Meng Analysis, 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 the BTA IV Capital levy funds. No outstanding invoices remain.

During the course of the project, one Change Order was issued, comprised of one Change Order Proposal or Construction Change Directive. Change Orders totaled \$4,342 plus Washington State sales tax. Change order expenditures totaled less than 1% of the construction contract amount with expenditures as follows:

Contractor:	KCDA/ Musco Sports Lighting, LLC
Contract Amount:	\$464,703
Change Orders:	\$4,342
WSST	<u>\$47,374</u>
Total Contract including WSST:	\$516,418
Project Retention:	\$23,452

Amy Fleming: Approved Without Edits—8/5/20 (See Email Confirmation for Approval)
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

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 lighting at our middle and high schools responds to the District’s environmental impact statement regarding the change of high school bell times to provide 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

The project ensures a safe, secure leaning environment for every student. It allows additional time on the athletic fields where students can engage in sports activities, special events and celebrations.

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: _____

In accordance [WAC 392-344-160](#) Board approval of final acceptance is required prior to the Release of Project Retainage.

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 August 13, 2020. The Committee moved the item forward to the full Board with a recommendation for approval.

12. TIMELINE FOR IMPLEMENTATION

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

September 9, 2020
Approx. February 1, 2021
December 2, 2020

13. ATTACHMENTS

- Architect's Letter of Recommendation (for reference)

December 2, 2019

David Standaart
Seattle Public Schools
2445 3rd Avenue
Seattle, WA 98134

Subject: Ballard HS Athletic Field Lighting
Contract No. K1281
Final Completion

Dear David:

The Contractor has completed all close out items for the project. Final Completion for the project was achieved on December 2, 2019.

Please give me a call with any comments regarding this project.

Sincerely,



Chris Fote, P.E.
Project Manager

4100 194th St SW
Suite 400
Lynnwood, Washington
98036-4613

206-667-0555
800-667-0610
206-667-0554

www.stantec.com