



# **SCHOOL BOARD ACTION REPORT**

**DATE:** March 17, 2021  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Fred Podesta, Chief Operations Officer  
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**For Introduction:** March 24, 2021  
**For Action:** April 7, 2021

## **1. TITLE**

BEX IV: Final Acceptance of Contract P5123 with CDK Construction Services, Inc., for the Catharine Blaine Seismic Improvements project

## **2. PURPOSE**

The purpose of this action is to approve final acceptance of Contract P5123 with CDK Construction Services, Inc., for the Catharine Blaine Seismic Improvements project. Board approval allows the district to submit required documents to Washington state's Department of Labor & Industries, Department of Revenue, and Employment Security Department. It also allows closeout of the project, including authorizing the release of the project retainage.

## **3. RECOMMENDED MOTION**

I move that the School Board accept the work performed under Contract P5123 with CDK Construction Services, Inc., for the Catharine Blaine Seismic Improvements project as final.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The Catharine Blaine Seismic Improvements project is located at 2550 34<sup>th</sup> Ave. W, Seattle, WA 98199. The project was funded through the Building Excellence (BEX) IV Capital Levy and provided seismic improvements to the gymnasium and auditorium and lowered the masonry chimney from the boiler.

The Catharine Blaine Seismic Improvements project was publicly bid on March 6, 2019, with a total of two bids received. CDK Construction Services, Inc., was the low responsive, responsible bidder. The consulting architect, Harthorne Hagen Architects, recommended acceptance of the bid.

CDK Construction Services, Inc., has successfully completed the contract work, and the consulting architect, Harthorne Hagen Architects, recommends final acceptance of the project. The Catherine Blaine Seismic Improvements project was completed with funds from the BEX IV Capital Levy and totaled \$899,758.

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**

- Seattle Public Schools Technical Building Standards dated December 2012
- 2012 Expanded Analysis of Seismic Building Data, prepared by PCS Structural Solutions, dated January 2012
- 2015 Seattle Building Code
- 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 BEX IV Capital Levy funds. No outstanding invoices remain.

During the project, one Change Order was issued, comprised of four Change Order Proposals or Construction Change Directives. Change Orders totaled a credit of \$2,361.

Contractor:	CDK Construction Services, Inc.
Contract amount	\$629,000
Change Orders	-\$2,361
WSST	<u>\$63,291</u>
Total Contract including WSST	\$689,930
Project Retention	\$31,332

Director of Accounting, Amy Fleming, confirmed budget details on February 26, 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 in the BEX IV program was done in 2012 and was intended to address capacity needs and inadequate building systems in school facilities across the city. As such, this motion was not put through the equity analysis as would have been done for 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 March 11, 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	April 7, 2021
Release of retainage	May 24, 2021
Contractor’s one-year warranty period ends	August 6, 2021

**13. ATTACHMENTS**

- Architect's Letter of Recommendation, (for reference) (available upon request from the Capital Projects & Planning department, 206-252-0877)