



SCHOOL BOARD ACTION REPORT

DATE: June 12, 2018
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Dr. Lester Herndon, Associate Superintendent, Facilities and Operations
206-252-0644, lherndon@seattleschools.org

For Introduction: June 27, 2018
For Action: July 11, 2018

1. TITLE

BTA III: Final Acceptance of Contract K5068 with MJ Takisaki, Inc. for the Laurelhurst Elementary School Upgrades project

2. PURPOSE

Board approval of the final acceptance of Contract K5068 with MJ Takisaki, Inc. allows the district to submit required documents to the State and closeout the project.

3. RECOMMENDED MOTION

I move that the School Board accept the work performed under Contract K5068 with MJ Takisaki, Inc. for the Laurelhurst Elementary School Upgrades project as final.

4. BACKGROUND INFORMATION

a. Background

Laurelhurst Elementary School Upgrades project originated from the Meng Building Conditions Report issued April of 2009 and was included on the BTA III capital levy.

This project included interior renovation of administrative office area, exterior entrance ramp and paving upgrades, exterior door upgrades, selective roof drain installation, miscellaneous mechanical ventilation and improvements, and miscellaneous electrical lighting improvements.

The project was publicly bid April 7, 2016 with a total of eight (8) bids being received. MJ Takisaki, Inc., was deemed to be the low bid contractor and was awarded with a contract in the amount of \$839,393 plus Washington State Sales Tax (WSST).

MJ Takisaki, Inc. has satisfactorily completed the contract work and the consulting architect, S.M. Stemper Architects, recommends final acceptance of the project.

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**

- Building Condition Survey, Meng Analysis, April 2009
- Seattle Public Schools Technical Building Standards dated December 2012

5. **FISCAL IMPACT/REVENUE SOURCE**

All payments have been made to the contract from the Buildings, Technology and Athletics/Academics (BTA) III Capital levy funds. No outstanding invoices remain.

During the course of the project, six (6) Change Orders were issued comprised of eighteen (18) Change Order Proposals or Construction Change Directives. Change Orders totaled \$89,124 plus WSST (Contract and Change Order Nos. 1-4 at tax rate 9.6%; Change Order Nos. 5-6 at tax rate 10.1%). Change order expenditures totaled 10.62% of the construction contract amount with the most significant expenditures associated with unforeseen conditions and owner-directed revisions.

Contractor:	MJ Takisaki, Inc
Contract Amount	\$ 839,393
Change Orders	\$ 89,124
WSST	<u>\$ 89,542</u>
Total Contract including WSST	\$1,018,059
Project Retention	\$ 46,426

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.

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 June 7, 2018. The Committee reviewed the item and moved it forward to the full Board with a recommendation for approval.

12. TIMELINE FOR IMPLEMENTATION

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

July 11, 2018
September 2018
March 2018

13. ATTACHMENTS

- Architect's Letter of Recommendation

S.M. STEMPER ■ ARCHITECTS

A Professional Limited Liability Company

22 March 2018

Mark Emelko, Project Manager
Seattle Public Schools
2445 Third Avenue South
MS 22-332, PO Box 34165
Seattle, WA 98124-1165

RE: Laurelhurst Elementary School Upgrades
Contract No. K5068

Dear Mark,

MJ Takisaki, Inc. completed all work and upgrades at Laurelhurst Elementary School Upgrades. Our team reviewed and approved the work on November 13, 2017. Based on the scope of work, there were no changes in building square footage, and no change in student numbers. All contract work is complete in accordance with contract documents.

If you have any questions please contact me immediately.

Sincerely,



Sally Crone
S.M. Stemper Architects