



# **SCHOOL BOARD ACTION REPORT**

**DATE:** August 17, 2020  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Fred Podesta, Chief Operations Officer  
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**For Introduction:** September 23, 2020  
**For Action:** October 7, 2020

## **1. TITLE**

BTA IV: Final Acceptance of Contract K5099 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC for the Cleveland High School Field Lights project

## **2. PURPOSE**

The purpose of this action is to approve final acceptance of Contract K5099 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC, for the Cleveland High School Athletic Field Improvements 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 K5099 with King County Directors Association (KCDA) and Musco Sports Lighting, LLC for the Cleveland High School Athletic Field Lights project as final.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The Cleveland High School Athletic Field Lights project is located at 5511 15<sup>th</sup> Ave S, Seattle, WA 98108. This project was funded from the Buildings, Technology, and Academics (BTA) IV capital levy and provides the athletic field with four LED mounted light poles with controls at the field.

The district contracted with the King County Directors 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 and a competitive bid process, as Musco Sports Lighting, LLC, is the only athletic field lighting manufacturer that meets the stringent glare requirements of the City of Seattle.

The contractor satisfactorily completed the work in August 2019, in accordance with the project schedule. There was one (1) change order in the amount of \$35,101, plus Washington State sales tax (WSST), for fiber network installation and additional lighting controls during the term of the project. 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 \$409,513 including WSST, and the total project budget was \$639,287.

**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**

- Natural and Synthetic Turf, A Comparative Analysis, San Francisco Recreation & Parks
- Complete Guide to Sports & Recreation Surfaces. Recreation Management Magazine, July 2007

**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, one (1) Change Orders were issued totaling \$35,101 plus WSST. Change order expenditures totaled 11% of the construction contract amount with the most significant expenditures associated with unforeseen conditions.

Contractor:	KCDA
Contract Amount	\$315,567
Change Orders	\$ 35,101
WSST	<u>\$ 35,417</u>
Total Contract including WSST	\$386,085
Project Retention	\$ 17,533

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**

The selection of projects for BTA IV capital levy was completed in 2015. Projects selected for the BTA IV capital levies were intended to address student 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 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 September 10, 2020. The Committee reviewed the item 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  
Release of Retainage Bond  
Contractor's One-Year Warranty period ends

October 7, 2020  
January 2021  
August 2020

**13. ATTACHMENTS**

- Architect's Letter of Recommendation (for reference)



July 20, 2020

Paul Wight  
Seattle School District #1  
Department of Capital and Planning  
2445 3rd Ave S. Seattle, WA 98124

This is a letter confirming that KCDA has been billed in full for the project at Cleveland High School Football – Seattle WA.

Thanks so much for your help and feel free to call me with questions.

A handwritten signature in blue ink, appearing to read "Tacy Hawk", is written over the printed name and title.

Tacy Hawk  
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