



## **SCHOOL BOARD ACTION REPORT**

**DATE:** September 14, 2020  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Fred Podesta, Chief Operations Officer  
206-252-0102, [fhpodesta@seattleschools.org](mailto:fhpodesta@seattleschools.org)

**For Introduction:** September 23, 2020  
**For Action:** October 7, 2020

### **1. TITLE**

BEX IV/BTA IV: Final Acceptance of Contract No. P5098 with CDK Construction Services, Inc., for the Dearborn Park Elementary School Roof Replacement & Seismic Upgrades project

### **2. PURPOSE**

The purpose of this action is to approve final acceptance of Contract No. P5098 with CDK Construction Services, Inc., for the Dearborn Park Elementary School Roof Replacement & Seismic Upgrades 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 No. P5098 with CDK Construction Services, Inc., for the Dearborn Park Elementary School Roof Replacement & Seismic Upgrades project as final.

### **4. BACKGROUND INFORMATION**

#### **a. Background**

The Dearborn Park Elementary School Roof Replacement & Seismic Upgrades project is located at 2820 South Orcas Street, Seattle, WA 98108. This renovation project is funded through the BEX IV and BTA IV levies and provides Priority 1 seismic improvements as identified in the PCS Structural Solutions Seismic Report Dated January 23, 2012, and replaces the roofing systems that had reached the end of their useful life.

S.M. Stemper Architects, PLLC prepared the design and contract documents. The construction contract was advertised for bids in February 2018. CDK Construction Services, Inc., was awarded the contract on April 25, 2018, in the amount of \$444,500 plus Washington State Sales Tax (WSST). At the original, westernmost school building, the contractor replaced the existing 2:12 roof 3-tab shingle system including; wet or water damaged plywood nailbase, polyisocyanurate insulation, roofing underlayment, styrene butadiene styrene (SBS) modified 3-tab shingles and sheet metal flashing.

In addition, the contractor replaced the original SBS Membrane at the central low-slope roof area including; thermal barrier board, tapered insulation, a new 3-ply Modified Bitumen roof membrane, sheet metal flashings, and new skylight glazing. At key locations, stained wood blocking, joist hangers, straps and bent plates were architecturally integrated and installed to tie the existing roof structure to the existing masonry walls in order to seismically restrain the top of the existing masonry walls.

CDK Construction Services, Inc., has satisfactorily completed the contract work and S.M. Stemper Architects, LLC, agrees and recommends Board final acceptance of the project. The final project expenditure amount is \$758,216 which is \$71,396 below total project budget. Following standard practice, the underspent funds will be transferred to the BEX IV and BTA IV Program Contingencies.

**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**

- 2012 Expanded Analysis of Seismic Building Data for Seattle Public Schools, PCS Structural Solutions, dated January 23, 2012
- 2014 Building Condition and Educational Adequacy Assessment, Meng Analysis, dated August 3, 2014
- Seattle Public Schools Technical Building Standards, dated December 2012
- Seattle Public Schools Technical Building Standards dated December 2012

**5. FISCAL IMPACT/REVENUE SOURCE**

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

During the course of the project, two Change Orders were issued, comprised of four Change Order Proposals or Construction Change Directives. Change Orders totaled \$41,543 plus Washington State Sales Tax. Change order expenditures totaled 9.3% of the construction contract amount with the most significant expenditures associated with replacement of unforeseen damaged roof deck, vapor barrier and insulation. Change orders were reasonable for a project of this magnitude.

Contractor:	CDK Construction Services, Inc.
Contract Amount	\$444,500
Change Orders	\$41,543
WSST	<u>\$49,090</u>
Total Contract including WSST	\$535,133
Project Retention	\$ 24,302

Amy Fleming: (Approved on August 28, 2020 without edits as shown in the routed emails)  
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 BEX IV capital levy was completed in 2012 and for BTA IV capital levy was completed in 2015. Projects selected for the BEX IV and 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.

## 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	October 7, 2020
Release of Retainage Funds	November 30, 2020
Contractor's One-Year Warranty period ends	May 29, 2021

**13. ATTACHMENTS**

- Architect's Letter of Recommendation, in accordance with [WAC 392-344-155](#) (for reference) (available upon request from the Capital Projects & Planning office)