



School Board Briefing/Proposed Action Report

Informational (no action required by Board) **Action Report** (Board will be required to take action)

DATE: November 18, 2015
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Dr. Lester Herndon, Associate Superintendent of Facilities & Operations
(206) 252-0644, ltherndon@seattleschools.org

I. TITLE

BTA III: Final Acceptance for Contract K5053 with Regency NW Construction, Inc., for the Electrical, Fire Sprinkler and Seismic Upgrades at Lowell Elementary School project

For Introduction: January 6, 2016
For Action: January 20, 2016

II. WHY BOARD ACTION IS NECESSARY

Board action is needed to approve Final Acceptance of BTA III Public Works Contract K5053 for the Lowell Elementary School project for purposes of avoiding disputes over the timing of the filing of liens prior to the release of retention.

III. FISCAL IMPACT/REVENUE SOURCE

All payments have been made to the contractor from BTA III Capital Levy funds. No outstanding invoices remain.

Fund	Contract Amount	Change Orders	Sales Tax	Total Contract	Retention
BTA III	\$681,200	\$85,929	\$72,891	\$840,020	\$38,357
Total	\$681,200	\$85,929	\$72,891	\$840,020	\$38,357

Kathie Technow, Accounting Manager, _____ Date: _____

Expenditure: One-time Annual Other Source

IV. POLICY IMPLICATION

For purposes of avoiding disputes over the timing of the filing of liens, the School Board should accept the work as finally complete prior to the release of retention.

V. RECOMMENDED MOTION

I move that the School Board accept the work performed under BTA III Public Works Contract K5053, with Regency NW Construction, Inc., for the Electrical, Fire Sprinkler, & Seismic Upgrades at Lowell Elementary School project as final.

VI. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on December 17, 2015. The Operations Committee reviewed the item and moved it forward to the full Board with a recommendation for approval.

VII. BACKGROUND INFORMATION

This capital renovation project included electrical power panel replacement, new exterior lighting fixtures, a new wet and dry fire sprinkler system, and seismic/structural upgrades at various parts of the school.

The Contractor, Regency NW Construction, Inc., has satisfactorily completed the contracted work and the consulting architect, BLRB Architects, is in agreement and recommends acceptance of the completed work. All closeout documents have been obtained and there are no outstanding claims. The overall project budget is \$2,000,690, including this construction contract, contingency, sales tax, consultant fees, permits, bidding/advertising/printing, staff and associated costs.

VIII. STATEMENT OF ISSUE

Approval of this motion will allow the District to formally accept the work and close out the contract.

IX. ALTERNATIVES

Do not accept this project. This is not recommended as not accepting the project in a timely manner could put the District in a position subject to litigation.

X. RESEARCH AND DATA SOURCES / BENCHMARKS

- Building Condition Survey, Meng Analysis – April, 2009.
- Engineering Guideline for Incremental Seismic Rehabilitation, FEMA P420- May 2009.
- 2012 Seattle Building & Fire Code, including Amendments.

XI. TIMELINE FOR IMPLEMENTATION / COMMUNITY ENGAGEMENT

Contractor’s One-Year Warranty Period Ended	August 15, 2015
Acceptance of Completed Project by School Board	January 20, 2016
Release of Retainage	Approx. March 2016

XII. ATTACHMENTS

- Architect’s Final Completion Notice
- Change Order Memo
- Project Budget Summary (**attachment edited**)
- Contractor’s Schedule of Values
- [Project Closeout Checklist](#)

October 8, 2015

BLRB architects

David Standaart
Capital Project Manager
Seattle Public Schools
2443 3rd Avenue South
Seattle, Washington 98124

SUBJECT: LOWELL ELEMENTARY SCHOOL
 RECOMMENDATION FOR FINAL ACCEPTANCE

Dear Mr. Standaart:

This correspondence is to recommend final acceptance of **Electrical, Fire Sprinkler, and Seismic Upgrades at Lowell Elementary School** by the Seattle School District. Based on our best knowledge, information, and belief, and on the basis of in-field observations, the contract work by Regency NW Construction, Inc. is complete and in accordance with the terms and conditions of the contract documents. The date of final completion is October 8, 2015.

BLRB Architects is very proud to have been a team member on this successful project. We look forward to serving the District on future projects.

Sincerely,



James Kuhlman, AIA
Architect

cc: John Wegener, BLRB

kgb.SSD.1321/002

404 SW Columbia, # 200, Bend, OR 97702
1001 SW 5th Avenue, # 1100, Portland, OR 97204
1001 SW 5th Avenue, # 1100, Portland, OR 97204
1001 SW 5th Avenue, # 1100, Portland, OR 97204
505 W/ Riverside, #500, Spokane, WA 99201
505 W/ Riverside, #500, Spokane, WA 99201
505 W/ Riverside, #500, Spokane, WA 99201
1250 Pacific Avenue, # 700, Tacoma, WA 98402
1250 Pacific Avenue, # 700, Tacoma, WA 98402



Memorandum

To: Eric Becker, Sr. Project Manager

From: David Standaart, Capital Project Manager

Date: 10-26-15

RE: Change Order Summary Memo,
Contract #K5053, BTA III: Electrical, Fire Sprinkler, & Seismic Upgrades at
Lowell Elementary School project.
Regency NW Construction, Inc.

Eric;

The change order amount for this project was \$85,929 or 12.6% of the base contract amount of \$681,200. The majority of the changes were due to existing unforeseen conditions. Changes to the electrical upgrade work accounted for approximately \$9,076, mainly for issues relating to compliance to the current code and rework of existing wiring. Changes in the structural upgrade work accounted for approximately \$25,972, which the largest amounts were for fabrication revisions needed to install around existing in-place systems. Changes to the new fire sprinkler installation work, accounted for approximately \$50,881, which the largest amounts were due to a corridor ceiling replacement to route the new fire sprinkler lines and replacing the existing fire alarm panel to account for additional relays. No additional funds were needed as the total change order amount was under the budgeted project contingency.

**Lowell Elementary School Capital Project Budget
Life to Date as of October 2015**

Scope of Work	Construction	Change Order	Sales Tax	Other Professional/ Owner Costs	Total Expenditures to Date*	Approved Budget
					\$840,020	
Hard Costs				\$72,891	\$840,007	
REGENCY NW CONSTRUCTION, Inc.	\$681,200	\$85,929	\$72,877			
Soft Costs					\$389,053	
AE				\$148,183		
Other Professional Services				\$29,864		
Owner Costs				\$211,006		
Project Totals	\$681,200	\$85,929	\$72,877 \$72,891	\$389,053	\$1,229,060 \$1,229,074	\$2,000,690

* May not sum to total due to rounding

FROM: Regency NW Construction, Inc.
 P.O. Box 6429
 Bellevue, WA 98008
 (425) 883-1301 Fax (425) 883-1302

TO: Seattle School District
 2443 3rd Ave S.
 Seattle, WA 98124

CUSTOMER: SSD
 INVOICE #: 1380.7
 INVOICE DATE: 07/31/15
 PERIOD TO: 07/31/15
 CONTRACT DATE:
 APPLICATION #: 7

ARCHITECT: BLRB Architects

PROJECT: SSD Lowell Elementary School
 Electrical, Fire Sprinkler,
 & Seismic Upgrades

PROJECT #:

CONTINUATION SHEET

A	B	C	D	E	F	G	H	I		
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	— WORK COMPLETED — FROM PREVIOUS APPLICATION (D + E)		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G/C)	BALANCE TO FINISH (C - G)	RETAINAGE	
ORIGINAL CONTRACT:										
000002	00600 Bond & Certs	10363.83	10363.83			10363.83	100		518.18	
000003	Insurance	8769.38	8769.38			8769.38	100		438.47	
000004	00700 General Condtn	45491.00	45491.00			45491.00	100		2274.55	
000007	024119 Select Demo	18542.86	18542.86			18542.86	100		927.14	
000008	Altern 4 Seismic Wrk	1052.08	1052.08			1052.08	100		52.60	
000011	03300 Cast-In-Place	81967.78	81967.78			81967.78	100		4098.39	
000014	051200 Steel Frame	21534.71	21534.71			21534.71	100		1076.74	
000015	055000 Metal Fabrica	865.77	865.77			865.77	100		43.29	
000018	061000 Rough Carpent	8865.94	8865.94			8865.94	100		443.30	
000020	062023 Inter Finish	2235.66	2235.66			2235.66	100		111.78	
000021	Altern 4 Seismic Wrk	3797.34	3797.34			3797.34	100		189.87	
000022	Altern 5 Seismic Wrk	9249.51	9249.51			9249.51	100		462.48	
000025	070150 Roof Prep	1972.65	1972.65			1972.65	100		98.63	
000026	075323 EPDM Roofing	1095.91	1095.91			1095.91	100		54.80	
000027	077100 Roof Specialt	684.95	684.95			684.95	100		34.25	
000033	092613 Gyp Veneer	19397.68	19397.68			19397.68	100		969.88	
000034	092900 Gypsum Board	6137.12	6137.12			6137.12	100		306.86	
000035	Altern 4 Seismic Wrk	8087.65	8087.65			8087.65	100		222.10	
000037	096000 Floor Prep	547.96	547.96			547.96	100		27.40	
000038	096513 Resil Base	273.98	273.98			273.98	100		13.70	
000039	096519 Tile Floor	547.96	547.96			547.96	100		27.40	
000040	09913 Ext Painting	547.96	547.96			547.96	100		27.40	
000041	099123 Inter Paint	12329.03	12329.03			12329.03	100		616.45	
000042	Altern 4 Seismic Wrk	673.99	673.99			673.99	100		33.70	
000045	132800 AsbestosAbate	42956.54	42956.54			42956.54	100		2147.82	
000047	Altern 4 Seismic Wrk	4047.21	4047.21			4047.21	100		202.36	
000048	Altern 5 Seismic Wrk	2739.78	2739.78			2739.78	100		183.04	
000051	210500 Fire Suppress	170162.55	170162.55			170162.55	100		8508.13	
000053	Altern 1 Dry-Attic	27255.38	27255.38			27255.38	100		1499.02	
000054	Altern 2 Dry-Covered	18038.74	18038.74			18038.74	100		901.93	
000057	Re-Piping & Fixtures	39069.33	39069.33			39069.33	100		1953.47	
000060	260000 Electrical	43684.22	43684.22			43684.22	100		2184.21	
000061	Altern 1 Electrical	5463.13	5463.13			5463.13	100		273.15	
000062	Altern 3 Remove/Repl	22975.83	22975.83			22975.83	100		1148.79	
000063	Altern 4 Seismic Wrk	9096.09	9096.09			9096.09	100		454.80	

FROM: Regency NW Construction, Inc.
 P.O. Box 6429
 Bellevue, WA 98008
 (425) 883-1301 Fax (425) 883-1302

TO: Seattle School District
 2443 3rd Ave S.
 Seattle, WA 98124

CUSTOMER: SSD
 INVOICE #: 1380.7
 INVOICE DATE: 07/31/15
 PERIOD TO: 07/31/15
 CONTRACT DATE:
 APPLICATION #: 7

ARCHITECT: BLRB Architects

PROJECT: SSD Lowell Elementary School
 Electrical, Fire Sprinkler,
 & Seismic Upgrades

PROJECT #:

CONTINUATION SHEET

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	— WORK COMPLETED — FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G/C)	BALANCE TO FINISH (C - G)	RETAINAGE
000066	311000 Clearing/Demo	19178.50	19178.50			19178.50	100		958.92
000071	Punchlist	4500.00	4500.00			4500.00	100		225.00
000072	Demob	2500.00	2500.00			2500.00	100		125.00
000073	Closeout	4500.00		4500.00		4500.00	100		225.00
TOTALS:		681200.00	676700.00	4500.00	0.00	681200.00	100	0.00	34060.00
CHANGE ORDERS:									
C001	CO No. 1 C001 approved 09/30/14	23901.93	23901.93			23901.93	100		1195.10
C002	CO No. 2 C002 approved 10/31/14	18451.84	18451.84			18451.84	100		922.59
C003	CO No. 3 C003 approved 10/31/14	34260.93	34260.93			34260.93	100		1713.05
C004	CO No. 4 C004 approved 12/31/14	9314.64	9314.64			9314.64	100		465.73
TOTALS:		767129.34	762629.34	4500.00	0.00	767129.34	100	0.00	38356.47



Closeout Checklist for Public Works Project

Project Name: Electrical, Fire Sprinkler & Seismic Upgrades
at Lowell Elementary, K5053

Substantial Completion Date: 9/15/2014

Project Manager: David Standaart

Final Completion Date: 10/8/2015

Item #	Item Description	Complete (Initial)
1	LETTER FROM CONTRACTOR STATING THAT THE WORK IS COMPLETE (SECTION 01770, 1.05.A.1)	DJS
2	SIGNED BUILDING PERMIT NOTING FIELD INSPECTIONS (COPY)	DJS
3	CERTIFICATE OF OCCUPANCY (COPY) FOR PROJECT FILE	N/A
4	SUBSTANTIAL COMPLETION CERTIFICATE (SECTION 00700 6.07.A) FROM ARCHITECT	DJS
5	CERTIFICATE OF INSURANCE (SECTION 00700, 6.09.D.2 & 6.09.D.3)	DJS
6	CERTIFICATE OF CONSENT OF SURETY COMPANY TO FINAL PAYMENT (SECTION 00700, 6.09.D.4)	DJS
7	CERTIFICATE OF COMPLIANCE (SECTION 01331)	DJS
8	CERTIFICATE OF NO HAZARDOUS MATERIALS (SECTION 01332)	DJS
9	FINAL TESTING AND BALANCE REPORT TO DISTRICT (TRANSMITTAL)	N/A
10	FINAL COMMISSIONING REPORT (TRANSMITTAL)	N/A
11	ACCEPTANCE LETTER FROM COMMISSIONING AGENT	N/A
12	BOARD ACTION REPORT COMMISSIONING FINAL ACCEPTANCE	N/A
13	OPERATION AND MAINTENANCE MANUALS TO DISTRICT (TRANSMITTAL) (Architect has received them.)	DJS
14	COMPLETED PREVENTATIVE MAINTENANCE INVENTORY SHEET	N/A
15	WARRANTY CERTIFICATES TO DISTRICT (TRANSMITTAL) (Architect has received them.)	DJS
16	AS-BUILTS TO DISTRICT (TRANSMITTAL) (Architect has received them.)	DJS
17	SPARE PARTS, MATERIALS DELIVERED TO DISTRICT (TRANSMITTAL)	DJS
18	SUMMARY OF TRAINING COMPLETED – DATES AND TOPICS	DJS
19	STATEMENT OF INTENT TO PAY PREVAILING WAGES (Section 00620-1)	DJS
20	CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS (SECTION 01770, 1.06A.1)	DJS
21	CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS (SECTION 01770, 1.06A.2)	DJS
22	CONTRACTOR'S AFFIDAVITS OF WAGES PAID ON STATE DEPT. OF LABOR AND INDUSTRIES FORM FOR CONTRACTOR AND ALL SUBCONTRACTORS (SECTION 01770, 1.06.A.3)	DJS
23	STATE OF WASHINGTON NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT	DJS
24	FINAL PAY APPLICATION (SECTION 01770 1.04.A.1) FROM CONTRACTOR	DJS
25	LETTER FROM THE ARCHITECT STATING SQUARE FOOTAGE NEW AND OLD, STUDENT # AND THAT ALL THE WORK IS COMPLETE IN ACCORDANCE WITH THE CONTRACT DOCUMENTS (00700 6.09.A)	N/A
26	MEMO FROM SSD PM RECOMMENDING FINAL ACCEPTANCE	DJS
27	BOARD ACTION REPORT/FINAL PROJECT ACCEPTANCE	DJS
28	D-11 CLOSEOUT – PER OSPI GUIDELINES	N/A
29	D-12 FORM RECEIVED FROM OSPI – RELEASE OF RETAINAGE	N/A
30	SSD VENDOR CONTRACTOR PERFORMANCE EVALUATION FORM	DJS
31	CUSTOMER SATISFACTION SURVEY (School did not return survey.)	N/A

Sr. Project Manager: 

Capital Director: 