



# School Board Briefing/Proposed Action Report

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

**DATE:** May 9, 2016  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Dr. Lester Herndon, Associate Superintendent of Facilities & Operations  
(206) 252-0644, ltherndon@seattleschools.org

## I. TITLE

BEX III: Final Acceptance of Public Works Contract P5038, with CDK Construction Services, Inc., for the Lincoln Second Elementary School project      **For Introduction:** May 18, 2016  
**For Action:** June 1, 2016

## II. WHY BOARD ACTION IS NECESSARY

Board action is needed to approve Final Acceptance of BEX III Public Works Contract P5038, Lincoln Second 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 contract from BEX III Capital Levy funds. No outstanding invoices remain.

Contractor	Fund	Contract Amount	Change Orders	Sales Tax	Total Contract	Retention
CDK Construction Services, Inc.	BEX III	\$828,200	\$265,164	\$103,870	\$1,197,233	\$54,668
	Total	\$828,200	\$265,164	\$103,870	\$1,197,233	\$54,668

Barry Tsoi, Accounting Manager \_\_\_\_\_ Date: \_\_\_\_\_

Expenditure: N/A  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 on a construction project as finally complete prior to the release of retention.

## V. RECOMMENDED MOTION

I move that the School Board accept the work performed under BEX III Public Works Contract P5038, with CDK Construction Services, Inc., for the Lincoln Second Elementary School project as final.

## **VI. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Operations Committee meeting on May 3, 2016. The Committee moved this item forward to the full Board for approval with clarification of the high change orders.

## **VII. BACKGROUND INFORMATION**

The project, Lincoln Second Elementary School, originated from the Meng Building Conditions Report issued April, 2009, and is funded from BEX III Capital Levy funds. The project was originally designed as a generic elementary school to provide classroom capacity for an unnamed elementary school. Once it was determined that Licton Springs (formerly Pinehurst K-8) would be moving to Lincoln and that four Special Education classrooms would be added to the Licton Springs program, the architect revised the construction documents to reflect the changes. The scope of work included asbestos abatement, the modernization of twenty-one classrooms plus administration spaces, the addition of two girls and two boys toilet rooms, three staff toilet rooms and the modernization of two existing boys and girls toilet rooms, plus furnishing of all materials, items, and accessories needed for the total construction of the project in strict conformance with the Contract Documents.

The Contractor, CDK Construction Services, Inc. has satisfactorily completed the contracted work and the consulting architect, Rolluda Architects, is in agreement and recommends acceptance of the completed work.

## **VIII. STATEMENT OF ISSUE**

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

## **IX. 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.

## **X. RESEARCH AND DATA SOURCES / BENCHMARKS**

- Building Condition Survey, Meng Analysis – April, 2009
- Seattle Public Schools: Generic Educational Specifications for Elementary Schools – May 2013

## **XI. TIMELINE FOR IMPLEMENTATION / COMMUNITY ENGAGEMENT**

Acceptance of Completed Project by School Board	June 1, 2016
Release of Retainage	Approximately July 2016
Contractor's One-Year Warranty Period Ends	September 2, 2015

## **XII. ATTACHMENTS**

- Architect's Final Completion Notice
- Change Order Memo
- Project Budget
- Contractor's Schedule of Values
- Project Closeout Checklist

# rolluda architects

105 South Main Street | Suite 323 | Seattle, WA 98104  
206.624.4222 p | 206.624.4226 f  
www.rolludaarchitects.com

## STATEMENT OF FINAL COMPLETION

Owner: Seattle Public Schools  
Architect: Rolluda Architects Inc.  
Contractor: CDK Construction  
CM: \_\_\_\_\_  
Other: \_\_\_\_\_

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<b>PROJECT:</b>	<b>Lincoln Second Elementary School</b>	<b>ISSUE DATE:</b>	4-18-2016
<b>OWNER:</b>	Seattle Public Schools	<b>CONTRACT FOR:</b>	<b>Construction</b>
		<b>CONTRACT DATE:</b>	3-19-2014
		<b>OWNER'S BID NO.:</b>	<b>B12322</b>
<b>CONTRACTOR:</b>	CDK Construction PO Box 1767 Duvall, WA 98019-1767 Lauren Tracono	<b>ARCHITECT:</b>	Rolluda Architects Inc. 105 South Main Street, Suite 323 Seattle, Washington 98104

### Lincoln Second Elementary School

The work performed under this contract has been reviewed and found, to the Architect's best knowledge, information and belief to be complete.

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**Rolluda Architects, Inc.**  
Architect

By:  \_\_\_\_\_  
Alexander J. Clark AIA

Date: \_\_\_\_\_

4/18/2016



## Memorandum

Date: May 10, 2016  
To: Eric Becker AIA, Sr. Project Manager  
From: Mark M. Emelko/Earl Edwards, Project Manager  
Re: Change Order Summary for CDK Construction, Contract P5038  
Second Elementary School at Lincoln

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The project was designed, permitted and bid as a Generic Elementary School. Once it was determined that Pinehurst K-8 would be moving to Lincoln and that four (4) Special Education Classroom would be added to the Pinehurst program, the architect had to revise the construction documents.

The project had five (5) change orders totaling \$265,163.56 or thirty-two percent of the base contract amount of \$828,200.00. Typically, the project's scope of work is much more straightforward and pre-determined than what occurred here. There was a substantial change in scope due to programming changes following the bidding and contract award of the construction contract, and ten (10) days were added to the schedule resulting in scope and financial increases as evidenced most specifically by Change Orders #3, #4 & #5. Change Order #3 is 43% of the change order total. Below is a summary of the work included in Change Orders #3, #4 & #5.

### Change Order #3:

-Modifications to program after start of construction, including addition of classrooms, prep rooms & changes to accommodate additional special education program spaces

The additional scope included:

- Conversion of six (6) classrooms;
- Reconfiguration of four (4) classrooms;
- Conversion of one (1) classroom to a library;
- Conversion of one (1) classroom to a computer lab;
- Providing for a Nurse/Health office in one (1) room;
- Modifying four (4) classrooms for Special Education needs

### Change Order #4:

-Wall repair and patching at plaster walls with inlaid boards resulted in finding unforeseen conditions during construction.

-Additional construction work to accommodate three (3) changing rooms.

-Expansion of play area required additional safety/fall surface capacity.

-Revisions at Admin. Area required additional flooring considerations, some due to unforeseen existing conditions exposed during construction.

### Change Order #5:

-Unexpected hazardous materials abatement work due to programmatic changes coupled with a premium for overtime work on a weekend.

-Unforeseen conditions at plumbing walls requiring additional structural work, including furring & reinforcements.

-Additional fiber-optics, power & data to support revised computer area and office workstations.

-Reduction of tripping hazards by leveling stair landing, stairway and classroom entryway thresholds.

-Additional HVAC modifications due to programmatic revisions and ensuing unforeseen conditions, including core-drilling, saw-cutting, ducting, dampers, exhaust fans and mechanical curbs.

## Second Elementary South Wing Project at Lincoln School Capital Project Budget

(Life to Date as of December 2015)

Scope of Work	Construction	Change Order	Sales Tax	Professional/ Owner Costs	Total Expenditures To Date	Approved Budget
<b>Hard Costs</b>					<b>\$1,197,233</b>	
CDK Construction P5038	\$828,200	\$265,164	\$103,870			
<b>Soft Costs</b>					<b>\$447,025</b>	
A/E Contract				\$217,222		
Other Professional Services				\$31,869		
Furniture and Equipment				\$96,654		
Owner Costs				\$101,280		
<b>Totals</b>	<b>\$ 828,200</b>	<b>\$ 265,164</b>	<b>\$ 103,870</b>	<b>\$ 447,025</b>	<b>\$ 1,644,258</b>	<b>\$ 1,935,484</b>

*\* Numbers presented may not add up precisely to the totals due to rounding*

at Lincoln South Wing

A	B	C	D	E	F	G	H		I
Item Number	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION	THIS PERIOD	MATERIALS PRESENTLY STORED	TOTAL COMPLETED & STORED TO DATE	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE
1	Bond and Insurance	\$17,684	\$17,684	0	0	17,684	100%	\$0	884.20
2	General Conditions	\$55,550	\$55,550	0	0	55,550	100%	\$0	2,777.50
3	Hazardous Material Abatement Greenhouse	\$8,500	\$8,500	0	0	8,500	100%	\$0	425.00
4	Hazardous Material Abatement Flr 1	\$30,100	\$30,100	0	0	30,100	100%	\$0	1,505.00
5	Hazardous Material Abatement Flr 2	\$15,205	\$15,205	0	0	15,205	100%	\$0	760.25
6	Hazardous Material Abatement Flr 3	\$30,718	\$30,718	0	0	30,718	100%	\$0	1,535.90
7	Interior Demolition	\$40,141	\$40,141	0	0	40,141	100%	\$0	2,007.05
8	Greenhouse Demolition	\$7,581	\$7,581	0	0	7,581	100%	\$0	379.05
9	Earthwork	\$6,730	\$6,730	0	0	6,730	100%	\$0	336.50
10	Cast-in Place Concrete	\$1,722	\$1,722	0	0	1,722	100%	\$0	86.10
11	Masonry	\$5,516	\$5,516	0	0	5,516	100%	\$0	275.80
12	Stone Sill	\$2,133	\$2,133	0	0	2,133	100%	\$0	106.65
13	Play Surface	\$11,618	\$11,618	0	0	11,618	100%	\$0	580.90
14	Metal Fabrication	\$6,150	\$6,150	0	0	6,150	100%	\$0	307.50
15	Non-Structural metal framing	\$15,050	\$15,050	0	0	15,050	100%	\$0	752.50
16	Insulation	\$9,273	\$9,273	0	0	9,273	100%	\$0	463.65
17	Window and Trim	\$5,301	\$5,301	0	0	5,301	100%	\$0	265.05
18	Drywall	\$32,001	\$32,001	0	0	32,001	100%	\$0	1,600.05
19	Painting and Coating Flr 1	\$36,664	\$36,664	0	0	36,664	100%	\$0	1,833.20
20	Painting and Coating Flr 2	\$36,664	\$36,664	0	0	36,664	100%	\$0	1,833.20
21	Painting and Coating Flr 3	\$18,334	\$18,334	0	0	18,334	100%	\$0	916.70
22	Hollow metal door frames	\$3,055	\$3,055	0	0	3,055	100%	\$0	152.75
19	Wood doors	\$3,960	\$3,960	0	0	3,960	100%	\$0	198.00
20	Door hardware	\$7,412	\$7,412	0	0	7,412	100%	\$0	370.60
21	Doors and hardware labor	\$3,805	\$3,805	0	0	3,805	100%	\$0	190.25
22	Casework	\$9,350	\$9,350	0	0	9,350	100%	\$0	467.50
23	Casework repairs	\$7,741	\$7,741.00	0	0	7,741	100%	\$0	387.05
24	Hardwood refinishing	\$4,199	\$4,199	0	0	4,199	100%	\$0	209.95
25	Resilient flooring Flr 1	\$17,866	\$17,866	0	0	17,866	100%	\$0	893.30
26	Resilient flooring Flr 2	\$44,666	\$44,666	0	0	44,666	100%	\$0	2,233.30
27	Resilient flooring Flr 3	\$26,800	\$26,800	0	0	26,800	100%	\$0	1,340.00
28	Acoustical Panel Ceilings	\$9,056	\$9,056	0	0	9,056	100%	\$0	452.80
29	Acoustical Tile Ceilings	\$15,791	\$15,791	0	0	15,791	100%	\$0	789.55
30	Acoustical Wall Panels	\$13,571	\$13,571	0	0	13,571	100%	\$0	678.55
31	FRP Wainscoting	\$18,332	\$18,332	0	0	18,332	100%	\$0	916.60
32	Toilet Accessories	\$2,772	\$2,772	0	0	2,772	100%	\$0	138.60
33	Metal Toilet Compartments	\$12,759	\$12,759	0	0	12,759	100%	\$0	637.95
34	Signage	\$3,389	\$3,389	0	0	3,389	100%	\$0	169.45
35	Visual display units	\$12,561	\$12,561	0	0	12,561	100%	\$0	628.05
36	Access Panels	\$611	\$611	0	0	611	100%	\$0	30.55
37	Final Clean	\$3,309	\$3,309	0	0	3,309	100%	\$0	165.45
38	Closeout	\$4,141	\$0	4,141	0	4,141	100%	\$0	207.05
	<b>Mechanical</b>								
	<b>Plumbing</b>								
39	Mobilization and Demolition	\$8,906	\$8,906	0	0	8,906	100%	\$0	445.30
40	Plumbing Rough-in	\$48,982	\$48,982	0	0	48,982	100%	\$0	2,449.10
41	Plumbing Fixtures	\$17,812	\$17,812	0	0	17,812	100%	\$0	890.60
42	Plumbing Trim	\$13,359	\$13,359	0	0	13,359	100%	\$0	667.95
	<b>HVAC</b>								
43	HVAC Mobilization and Demolition	\$4,750	\$4,750	0	0	4,750	100%	\$0	237.50
44	HVAC Rough-in	\$15,343	\$15,343	0	0	15,343	100%	\$0	767.15
45	HVAC Trim	\$5,140	\$5,140	0	0	5,140	100%	\$0	257.00
46	Start/Tests/Balance	\$3,900	\$3,900	0	0	3,900	100%	\$0	195.00

**SECOND ELEMENTARY**  
at Lincoln South Wing

A	B	C	D	E	F	G	H	I	
Item Number	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION	THIS PERIOD	MATERIALS PRESENTLY STORED	TOTAL COMPLETED & STORED TO DATE	% G/C	BALANCE TO FINISH	RETAINAGE
47	Fire Supression	\$3,960	\$3,960	0	0	3,960	100%	\$0	198.00
	Electrical								
48	Electrical Demolition	\$2,263	\$2,263	0	0	2,263	100%	\$0	113.15
49	Electrical Rough-in	\$17,800	\$17,800	0	0	17,800	100%	\$0	890.00
50	Electrical Trim	\$6,337	\$6,337	0	0	6,337	100%	\$0	316.85
51	Electrical Lighting Package	\$40,738	\$40,738	0	0	40,738	100%	\$0	2,036.90
52	Data/AV	\$14,903	\$14,903	0	0	14,903	100%	\$0	745.15
53	Fire Alarm	\$6,226	\$6,226	0	0	6,226	100%	\$0	311.30
	<b>CONTRACT</b>	<b>\$828,200</b>							
CO#1	CCD#2, CCP-02 Additional flooring removal	\$ 4,105.35	\$4,105	0	0	4,105	100%	0.00	205.27
CO#1	CCD#3, CCP-03 Demo HCT install concrete infill wall at Door S207-4 RFI-25	\$ 4,295.04	\$4,295	0	0	4,295	100%	0.00	214.75
CO#1	CCD #1, CCP-01 Clean up TSI Debris	\$ 1,595.06	\$1,595	0	0	1,595	100%	0.00	79.75
CO#1	CCD#4, CCP-08 Rivet Removal	\$ 2,675.65	\$2,676	0	0	2,676	100%	0.00	133.78
	<b>\$ 12,671.10</b>								
CO#2	CCD#5- CCP 06, 12, 13, 16	\$ 22,894.81	\$22,895	0	0	22,895	100%	0.00	1,144.74
CO#2	CCD#6 - CCP 18, 19, 20	\$ 3,807.00	\$3,807	0	0	3,807	100%	0.00	190.35
	<b>\$ 26,701.81</b>								
CO #3	MOD #1	\$ 113,774.19	\$113,774	0	0	113,774	100%	0.00	5,688.71
	<b>\$ 113,774.19</b>								
CO #4	CCP 04A, 07, 15, 17, 21, 23, 26, 27, 30, 31, 32	\$ 47,962.46	\$47,962	0	0	47,962	100%	0.00	2,398.12
	<b>\$ 47,962.46</b>								
CO #5	CCP CCD10, CCP 22, 24R, 28, 29, 33, 34R, 35, 36, 37, 38, 39	\$ 64,054.00	\$45,466	18,588	0	64,054	100%	0.00	3,202.70
	<b>\$ 64,054.00</b>								
	<b>ADJUSTED CONTRACT</b>	<b>1,093,363.56</b>	<b>\$1,070,634.56</b>	<b>22,729.00</b>	<b>\$0.00</b>	<b>1,093,363.56</b>	<b>100.0%</b>	<b>0.00</b>	<b>54,688.18</b>
	<b>WSST 9.5%</b>	<b>103,869.54</b>	<b>\$101,710.28</b>	<b>2,159.26</b>	<b>\$0.00</b>	<b>103,869.54</b>		<b>0.00</b>	
	<b>TOTAL Inc. WSST</b>	<b>1,197,233.10</b>	<b>\$1,172,344.84</b>	<b>24,888.26</b>	<b>\$0.00</b>	<b>1,197,233.10</b>		<b>0.00</b>	<b>54,688.18</b>
	<b>5% retainage</b>	<b>54,688.18</b>	<b>\$53,531.73</b>	<b>1,136.45</b>	<b>\$0.00</b>	<b>54,688.18</b>			
	<b>Totals less retainage</b>	<b>1,142,564.92</b>	<b>\$1,118,813.12</b>	<b>23,751.81</b>	<b>\$0.00</b>	<b>1,142,564.92</b>			
	<b>Total H &amp; I</b>							<b>54,688.18</b>	
	<b>TOTAL CHANGE ORDERS TO DATE</b>	<b>265,163.56</b>							



## Closeout Checklist for Public Works Project

**Project Manager:** Mark Emelko

**Substantial Completion Date:** 13-Aug-14

**Project Name:** Lincoln Second Elementary School

**Final Completion Date:** 29-Aug-14

**Contract No.:** P5038

Item #	Item Description: *Note: Shaded items (1-20) are required under closeout of contractor's contract	Complete (Initial)
1	LETTER FROM CONTRACTOR STATING THE WORK IS COMPLETE (SECTION 01770, 1.03, A.1)	ME
2	SIGNED PERMITS NOTING FIELD INSPECTIONS (COPY), IF APPLICABLE	ME
3	CERTIFICATE OF OCCUPANCY ISSUED, IF APPLICABLE	ME
4	CERTIFICATE OF SUBSTANTIAL COMPLETION FROM ARCHITECT (SECTION 00700 6.07.A)	ME
5	LETTER BY CONTRACTOR STATING PUNCHLIST ITEMS COMPLETE (0700, 6.09, D.10)	NA
6	STATEMENT OF APPRENTICESHIP PARTICIPATION FORM (PROJECTS OVER \$ 1M)	NA
7	CERTIFICATE OF INSURANCE RENEWAL OR LETTER BY CONTRACTOR AND INSURER (SECTION 00700, 6.09.D.2 & 6.09.D.3)	ME
8	CONSENT OF SURETY COMPANY (SECTION 00700, 6.09.D.4)	ME
9	CERTIFICATE OF NO HAZARDOUS MATERIALS (SECTION 00700, 6.09, D.7)	ME
10	CERTIFICATE OF COMPLIANCE (SECTION 01331)	ME
11	O & M MANUALS INCLUDING WARRANTIES TO ARCHITECT OR DISTRICT (TRANSMITTAL)	ME
12	COMPLETED PREVENTATIVE MAINTENANCE INVENTORY SHEET, IF APPLICABLE	ME
13	AS-BUILTS TO ARCHITECT OR DISTRICT (TRANSMITTAL)	ME
14	SPARE PARTS, EXTRA MATERIALS, ETC. DELIVERED TO SCHOOL OR DISTRICT (TRANSMITTAL)	ME
15	REQUIRED TRAINING COMPLETED – DATES AND TOPICS	ME
16	CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS (SECTION 01770, 1.06, A.1)	ME
17	CONTRACTOR'S RELEASE OF LIENS (SECTION 01770, 1.06, A.2)	ME
18	AFFIDAVIT OF WAGES PAID TO DEPT.OF LABOR AND INDUSTRIES (SECTION 01770, 1.06, A.3)	ME
19	STATE OF WASHINGTON NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT FORM	ME
20	FINAL 100% PAY APPLICATION FROM CONTRACTOR (SECTION 01770, 6.09, D.)	ME
21	FINAL TESTING AND BALANCE REPORT, IF APPLICABLE	NA
22	FINAL COMMISSIONING REPORT AND LETTER OF ACCEPTANCE BY AGENT, IF APPLICABLE	NA
23	BOARD ACTION REPORT COMMISSIONING FINAL ACCEPTANCE, IF APPLICABLE	NA
24	LETTER FROM ARCHITECT STATING SQUARE FOOTAGE NEW AND OLD, STUDENT # AND ALL THE WORK IS COMPLETE IN ACCORDANCE WITH CONTRACT DOCUMENTS, IF APPLICABLE	ME <i>N/A</i>
25	SSD VENDOR/CONTRACTOR PERFORMANCE EVALUATION FORM	ME
26	CUSTOMER SATISFACTION SURVEY RETURNED: YES: X NO:	ME
27	MEMO FROM SSD PROJECT MANAGER RECOMMENDING FINAL ACCEPTANCE	ME
28	BOARD ACTION REPORT/FINAL ACCEPTANCE INCLUDING ATTACHMENTS	ME
29	D-11 CLOSEOUT PREPARATION - SUBMISSION UPON BOARD ACCEPTANCE, IF APPLICABLE	NA
30	D-12 FORM RECEIVED FROM OSPI – RELEASE OF RETAINAGE, AFTER D-12 SUBMISSION, IF APPLICABLE	NA

Sr. Project Manager: *[Signature]*  
*4/29/14*

Capital Director: *[Signature]* *8-28-14*