



# **SCHOOL BOARD ACTION REPORT**

**DATE:** March 13, 2018  
**FROM:** Dr. Larry Nyland, Superintendent  
**LEAD STAFF:** Dr. Lester Herndon, Associate Superintendent, Facilities and Operations  
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**For Introduction:** March 21, 2018  
**For Action:** April 4, 2018

## **1. TITLE**

BTA III and BEX IV: Final Acceptance of Contract K5064 with Bate's Roofing, LLC, for the Leschi Elementary School Reroof project

## **2. PURPOSE**

Board action is required to approve final acceptance of Contract K5064 with Bate's Roofing, LLC, for the Leschi Elementary School Reroof Project. Board approval allows the district to submit required documents to the State of Washington 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 K5064 with Bate's Roofing, LLC, for the Leschi Elementary School Reroof Project as final.

## **4. BACKGROUND INFORMATION**

### **a. Background**

This project was funded by BTA III and BEX IV Capital Levy funds. The project involved replacement of the aging roofing systems at the school. Other related minor modifications were also performed.

Miller Hayashi Architects designed the project. The district sought bids to reroof the school in the spring of 2016 and Bate's Roofing LLC was awarded the project for a contract amount of \$1,065,150 plus Washington State Sales Tax (WSST). The scope of work included removal of the aging roofing materials, installation of new roof insulation and plywood sheathing diaphragm, and installation of new roofing and sheet metal flashing and downspouts at the existing Leschi Elementary School. The work was completed in December, 2016.

Bate's Roofing LLC has satisfactorily completed the contract work and the consulting architect, Miller Hayashi Architects, agrees and recommends Board final acceptance of the project.

In accordance with WAC 392-344-160 Board approval of final acceptance is required to

release project retainage.

**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 Building Excellence (BEX) IV and Buildings, Technology and Academics (BTA) III Capital levy funds. No outstanding invoices remain.

During the course of the project two Change Orders were issued. Change Orders totaled \$26,569 plus WSST. Change order expenditures totaled 2.5% of the construction contract amount with the most significant expenditures associated with additional shingle nailing to achieve the 140 mph high wind warranty. Change orders were reasonable for a project of this magnitude.

Contractor:	Bate's Roofing LLC
Contract Amount	\$ 1,065,150
Change Orders	\$ 26,569
WSST	<u>\$ 104,805</u>
Total Contract including WSST	\$ 1,196,524
Project Retention	\$ Bond

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 a full racial equity analysis. The selection of projects in the BTA III and BEX IV programs were designed to provide equitable access to safe school facilities across the city.

**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 March 8, 2018. The Committee moved this forward to the full Board for approval.

**12. TIMELINE FOR IMPLEMENTATION**

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

April 4, 2018  
Approx. May 2018  
December 1, 2017

**13. ATTACHMENTS**

- None