



SCHOOL BOARD ACTION REPORT

DATE: January 14, 2019
FROM: Denise Juneau, Superintendent
LEAD STAFF: Stephen Nielsen, Deputy Superintendent
206-252-0169, sjnielsen@seattleschools.org

For Introduction: February 6, 2019
For Action: February 27, 2019

1. TITLE

BEX IV/BTA IV: Approval of Budget Transfer from the BEX IV/BTA IV Food Service Equipment Fund and Award Construction Contract K5108, Bid No. B12838, to _____ for the JSCEE Freezer Upgrade project

2. PURPOSE

This motion would approve a one-time fund transfer in the amount of \$886,800 from the BEX IV and BTA IV Food Service Equipment Fund and authorize the Superintendent to enter into a construction contract in the amount of \$_____ (range \$700,000 to \$900,000) plus Washington State Sales Tax for the John Stanford Center for Educational Excellence (JSCEE) Freezer Upgrade project.

3. RECOMMENDED MOTION

I move that the School Board:

1. approve the transfer of \$886,800 from the BEX IV/ BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade Project budget; and
2. authorize the Superintendent to execute construction contract K5108 with _____ in the amount of \$_____ (range of \$700,000 to \$900,000) plus Washington State Sales Tax, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

4. BACKGROUND INFORMATION

a. Background

The JSCEE Freezer Upgrade project, located at 2445 3rd Avenue South Seattle, WA 98134, is funded through the BEX IV levy (passed by the voters in February 2013) and the BTA IV levy (passed by the voters in February 2016). The JSCEE Freezer Upgrade project is to be completed in time for the start of the 2019-2020 school year.

The JSCEE Freezer Upgrade project will be publicly bid on February 5, 2019. The scope of work for this project includes replacement of failing freezer equipment and associated mechanical equipment.

This motion also requests the transfer of \$886,800 funds from BEX IV/BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade project budget. The transfer of funds will not impact the funding budgeted to do the remaining work identified in the BEX IV/BTA IV Levy Program.

This motion allows the district to execute a construction contract with _____, who was the lowest responsive, responsible bidder.

The JSCEE building serves as the Seattle Public Schools Administration Building and includes offices and support space for District Administration, Facilities and Operations, Food Services and Central Warehouse. Included in the Food Service Area are large walk-in freezers which provide food storage for student meals and require upgrading to remain functional.

The JSCEE opened in October 2001 after being repurposed and renovated from its prior use supporting U.S. Post Office functions. The JSCEE has received Mechanical, Data Center, Television Studio and Auditorium sound system upgrades between 2004 and 2009. No capital funded improvements have been made to the existing freezer equipment.

a. Alternatives

Deny Motion. If motion is denied, the district will not be able to execute the contract to start the construction of the JSCEE Freezer Upgrade project. Additionally, if this work is not performed, it will potentially lead to system failures, unsafe food storage and break in service to provide meals to students. This is not recommended because it would negatively impact the district's commitment to provide meals to students and safe food storage at the work place.

b. Research

- BID SET, proposed date of 1/2/19, for JSCEE Freezer Upgrade project. as submitted by SH Architecture
- Seattle Public Schools Technical Building Standards dated December 2012
- 2015 Seattle Building Code
- Coordination meetings with district facilities and other stakeholders throughout the design process

5. FISCAL IMPACT/REVENUE SOURCE

The fiscal impact to this motion has two parts:

1. Transfer of \$886,800 from the BEX IV/BTA IV Food Service Equipment Fund to the JSCEE Freezer Upgrade project budget; and
2. Award Construction Contract K5108 to _____, in the amount of \$_____, plus Washington State Sales Tax.

The revenue source for this motion is from the BEX IV and the BTA IV Capital Levy.

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

The selection of projects in the BEX IV/BTA IV program went through an extensive community vetting process and ultimately received over 72% approval from voters in February 2016.

7. EQUITY ANALYSIS

This motion was not put through the process of an equity analysis. The selection of projects in the BEX IV/ BTA IV programs was designed to provide equitable access to safe school facilities across the city.

8. STUDENT BENEFIT

It is the goal of the district to continue the process of implementing the BEX and BTA Capital Levy programs and provide students with safe and healthy food services.

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

Per Board Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on January 10, 2019. The Committee reviewed the item and moved it forward to the full Board with a recommendation for consideration.

12. TIMELINE FOR IMPLEMENTATION

Anticipated Notice to Proceed Date:	On or around February 22, 2019
Anticipated Construction Date:	Summer, 2019 and Summer, 2020
Substantial Completion Date:	End of Summer, 2020

13. ATTACHMENTS

- None