



**CITY OF KIRKLAND**  
**Department of Public Works**  
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www.ci.kirkland.wa.us

## MEMORANDUM

**To:** David Ramsay, City Manager

**From:** Daryl Grigsby, Public Works Director  
Erin Leonhart, Public Works Facilities & Administrative Manager

**Date:** June 19, 2008

**Subject:** Carter House Hazard Mitigation and Deconstruction with City Hall Annex Hazard Mitigation Award Hazard Mitigation and Deconstruction Contract

### RECOMMENDATION:

It is recommended that City Council award the contract for the *Carter House Hazard Mitigation and Deconstruction with City Hall Annex Hazard Mitigation Project* to Performance Abatement Services, Inc, Seattle, WA, in the amount of \$75,864.00.

### BACKGROUND DISCUSSION:

The City Hall Annex and the "Carter House" are separate structures on the south side of the City Hall Campus (Attachment A). The renovation of the City Hall Annex, located at 320 1<sup>st</sup> Street, will provide up to 6,500 square feet of useable office space for City Hall staff while preserving an historic building. The City Hall Annex needs significant renovation in order to make it useable for office space but before the building can be renovated it must first have all lead and asbestos materials removed. The City Hall Renovation Project is a fully funded CIP project with a total budget of \$1.8M; money for this hazard mitigation element will come from the construction funds set aside for the larger renovation project that is scheduled to begin in the fall of this year.

The Carter House, located 120 3rd Avenue, is no longer a viable rental property and is not considered to be historically significant. In its current state the building is unsightly and a potential liability. In 2007 Staff recommended that the property be demolished and, by prior agreement, in 2008 the house underwent a significant "harvesting" of salvageable building materials by members of the Carter family. Through the *Carter House Hazard Mitigation and Deconstruction with City Hall Annex Hazard Mitigation Project* contract the Carter House will be cleared of all asbestos and lead containing materials before the deconstruction of the structure is accomplished. It is recommended that money to fund the hazard mitigation and deconstruction of the Carter House come from the Rental Property Reserves (Attachment B).

By utilizing the City's Small Works Roster a number of general contractors were contacted and offered the opportunity to receive Project plans and specifications. On June 12, 2008, with an engineer's estimate of \$76,150, we received three contractor bids with Performance Abatement Inc., being the lowest responsive bidder.

| <b>Contractor</b>                  | <b>Carter House</b> | <b>City Hall Annex</b> | <b>TOTAL</b>       |
|------------------------------------|---------------------|------------------------|--------------------|
| <b>Performance Abatement, Inc.</b> | <b>\$47,960.00</b>  | <b>\$27,904.00</b>     | <b>\$75,864.00</b> |
| <i>Engineer's Estimate</i>         | \$51,400.00         | \$24,750.00            | \$76,150.00        |
| 3 Kings Environmental, Inc.        | \$62,334.41         | \$19,840.18            | \$82,174.59        |
| Pattison Construction              | \$87,216.71         | \$61,576.78            | \$148,793.49       |

With an award of the contract by Council at their July 1<sup>st</sup> meeting, mitigation and deconstruction will begin near the end of July with project completion expected by October 1, 2008.

Attachments: (2)



Vicinity Map

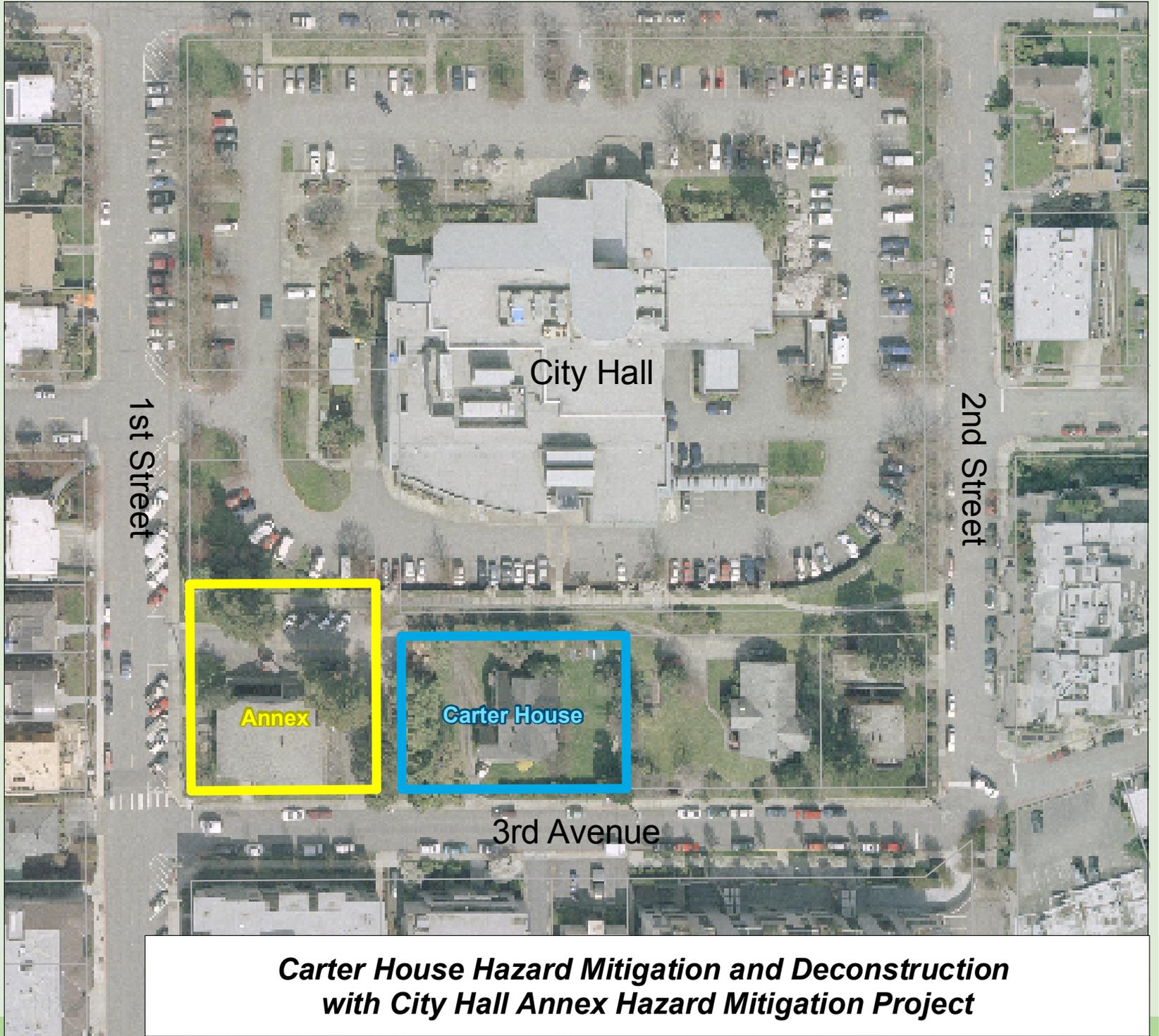
0 2,500 5,000 7,500  
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0 25 50 75  
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1st Street

City Hall

2nd Street

Annex

Carter House

3rd Avenue

***Carter House Hazard Mitigation and Deconstruction  
with City Hall Annex Hazard Mitigation Project***

**FISCAL NOTE**

| Source of Request   |  |                         |                             |                                  |                        |                             |                |
|---|--|-------------------------|-----------------------------|----------------------------------|------------------------|-----------------------------|----------------|
| Daryl Grigsby, Public Works Director  |  |                         |                             |                                  |                        |                             |                |
| Description of Request  |  |                         |                             |                                  |                        |                             |                |
| Request funding of \$47,960 from the Rental Property Reserve that resides in the Facilities Maintenance Fund for the hazard mitigation and deconstruction of the Carter house.  |  |                         |                             |                                  |                        |                             |                |
| Legality/City Policy Basis  |  |                         |                             |                                  |                        |                             |                |
| The City's rental properties receive rental income that is accounted for separately in the Facilities Maintenance Fund. Any repairs, small renovations or equipment replacement, as well as property management administrative costs, are paid from the rental property reserve. The balance in the rental property reserve is \$317,215. The reserve is treated as a revolving account for which rental property income is received and from which expenditures related to the rental properties are expended. |  |                         |                             |                                  |                        |                             |                |
| Fiscal Impact   |  |                         |                             |                                  |                        |                             |                |
| <b>One-time use of \$47,960 of the Rental Property Reserve.</b> The reserve is able to fully fund this request.   |  |                         |                             |                                  |                        |                             |                |
| Recommended Funding Source(s)   |  |                         |                             |                                  |                        |                             |                |
| <b>Reserve</b>  | Description  | 2008 Est<br>End Balance | Prior Auth.<br>2007-08 Uses | Prior Auth.<br>2007-08 Additions | Amount This<br>Request | Revised 2008<br>End Balance | 2008<br>Target |
|   | Rental Property Reserve  | 0                       | 0                           | 0                                | 47,960                 | 0                           | N/A            |
|   | The rental property reserve does not have a target or calculated balance. The reserve functions as a revolving account for rental income being received and as a source for expenditures related to the rental properties. |                         |                             |                                  |                        |                             |                |
| <b>Revenue/Exp<br/>Savings</b>  |  |                         |                             |                                  |                        |                             |                |
| <b>Other Source</b>   |  |                         |                             |                                  |                        |                             |                |
| Other Information   |  |                         |                             |                                  |                        |                             |                |
|   |  |                         |                             |                                  |                        |                             |                |

|             |   |      |               |
|-------------|---|------|---------------|
| Prepared By | Sandi Hines, Financial Planning Manager | Date | June 18, 2008 |
|-------------|---|------|---------------|