MEMORANDUM

To: Kurt Triplett, City Manager

From: Anneke Davis, P.E., Senior Project Engineer
       David Snider, P.E., Capital Projects Manager
       Kathy Brown, Public Works Director

Date: June 20, 2019

Subject: FIRE STATION 25 RENOVATION—ACCEPT WORK

RECOMMENDATION:

City Council accepts the work for the Fire Station 25 Renovation Project (Project) performed by Western Ventures Construction, Inc. of Mountlake Terrace, Washington, thereby establishing the statutory lien period, and approves the fiscal note directing remaining funds to the Fire Station 24 Replacement Project.

By taking action on this memo during approval of the consent calendar, the City Council is accepting the work performed by the contractor on the referenced Project, establishing the statutory lien period, and approving the fiscal note.

BACKGROUND DISCUSSION:

Fire Station 25 is a 45-year-old facility located at 12033-76th Place NE that had never undergone a major renovation (see Attachment A, Vicinity Map). The scoping and design phase for Station improvements began in the fall of 2016 and the construction phase began in the fall of 2017. The Project modernized the Station by providing seismic upgrades and the replacement of all mechanical, plumbing, and electrical systems to energy efficient and code compliant systems. The renovation also included a small, two-story addition on the back of the existing building, which made the required seismic retrofit less costly and provided the additional space needed to meet operational needs and achieve more efficient flow between work spaces.

The City Council awarded the contract for the Project on October 3, 2017, in the amount of $2,746,700.00, and construction began on October 30, 2017. The work was physically complete on September 6, 2018 and the total amount earned by the contractor was $3,013,590.80, including eight change orders for additional work. The change order work included the rehabilitation and resurfacing of the driveway, apron, and parking lot; the Northshore Utility District’s permit requirements for a new fire hydrant, check valve, and vault; and owner-directed revisions to improve the function of the emergency response alerting system. With the change orders included, the Project has been completed under budget with a
current net positive balance of approximately $81,000 (see Attachment B, Project Budget Report).

There are a few other Project close-out tasks remaining that should total less than $1,000 in administrative time charges. Staff is recommending that the City Council approves the transfer of all remaining Project funds to the Fire Station 24 Replacement Project (CPS 3002 002) at full Project close-out through the adoption of the Fiscal Note included as Attachment C.

Attachment A: Vicinity Map
Attachment B: Project Budget Report
Attachment C: Fiscal Note
Fire Station 25 Renovation (CPS 3001 000)

**PROJECT BUDGET REPORT**

**APPROVED BUDGET**
- Estimated Cost: $617,763
- Funding: $3,817,000

**AWARD**
- Estimated Cost: $617,763
- Funding: $3,817,000

**ACCEPT**
- Estimated Cost: $570,564
- Funding: $3,817,000

**LEGEND**
- ARCH & ENGR
- ART
- FFE*
- CONSTRUCTION
- CONTINGENCY
- FUNDING

*Furniture, Fixtures, & Equip & Moving

City Funds $3,817,000
## Fiscal Note

**City of Kirkland**

### Source of Request

Kathy Brown, Public Works Director

### Description of Request

Accept the work on the Fire Station 25 Renovation project (PSC 3001) and return excess project funds of $80,000 to the Fire Station 24 Replacement Project (CPS 3002 002).

### Legality/City Policy Basis

Accept the work on the Fire Station 25 Renovation project (PSC 3001) and return excess project funds of $80,000 to the Fire Station 24 Replacement Project (CPS 3002 002).

### Fiscal Impact

One-time transfer of the remaining balance ($80,000) from the Fire Station 25 Renovation project (PSC 3001) to the Fire Station 24 Replacement Project (CPS 3002 002).

### Recommended Funding Source(s)

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### Other Information

Prepared By Kimberly Auman, Senior Accounting Associate

Date June 18, 2019