



CITY OF KIRKLAND

123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Anneke Davis, P.E., Senior Project Engineer
Rod Steitzer, P.E., Capital Projects Manager
Chris Dodd, Facilities Services Manager
Julie Underwood, Director of Public Works

Date: October 22, 2020

Subject: PARKS MAINTENANCE CENTER—ACCEPT WORK

RECOMMENDATION:

It is recommended that the City Council accept the work performed by Klinge and Associates of Kirkland, Washington, to renovate an existing building into a new Parks Maintenance Center, thereby establishing the statutory lien period and approve a fiscal note allocating surplus funds to the original funding source.

By taking action on this item 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:

With the annexation of North Juanita, Finn Hill, and Kingsgate in 2011, the City Council established three major facility initiatives:

1. Constructing a facility to co-locate Police, an expanded jail, and the Municipal Court, and accommodate increased staffing and vehicles. This goal was achieved in 2014 with the opening of the Kirkland Justice Center.
2. Renovating City Hall to improve customer service, house additional staff, and consolidate Human Resources and Parks and Community Services from 505 Market Street. The public areas of the project were completed in 2016.
3. Expanding the Parks Maintenance Center capacity for Public Works and Parks to serve the larger City.

The 2015-2016 work program included a task to develop options to address the Council's goal to create additional maintenance center capacity. At the time, the Parks maintenance center was located at 1129-8th Avenue, a little north of the City's Public Works maintenance center campus.

The preferred option was to construct a separate facility for Parks maintenance, which would allow Public Works maintenance to expand its operations into the former Parks maintenance building and also make use of increased parking and space there.

At its March 6, 2018 meeting, the City Council authorized the City Manager to enter into a Purchase and Sale Agreement to purchase real property at 12006-120th Place NE, which was used previously as an Office Max store, for creating a new Parks Maintenance Center (see Attachment A, maps). The property is located advantageously to facilitate parks maintenance services throughout the City.

A design for transforming the former Office Max into the new Parks Maintenance Center was developed, which included staff offices and workspaces, conference rooms, staff showers and locker rooms, a lunchroom, indoor and outdoor vehicle parking, a carpentry shop, a welding shop, herbicide storage, and several equipment storage areas.

The City Council awarded the construction contract on May 21, 2019, in the amount of \$2,246,459.00. Construction began on June 3, 2019. The work was physically complete on January 31, 2020, and the total amount earned by the contractor was \$2,619,014.63. There was one administrative correction change order to include sales tax within the contract total. There also were three change orders for additional work: 1) one was for unforeseen but relatively minor mechanical, plumbing, and electrical adjustments; 2) another was for revisions to the site fencing and cantilever gate; and 3) a third was for a reconfiguration of the storage areas.

Though the project was physically complete earlier this year, there were continued negotiations with the architect regarding a request for increased fees related to change orders, which delayed bringing this construction acceptance to the Council. Final payment was issued to the architect on September 22, 2020.

With current final project expenses at \$3,091,952.58 and a total budget of \$3,108,351.00, there is an anticipated budget surplus of \$16,398.42. At the completion of the project close-out tasks, staff recommends returning all remaining funds from subject project to original funding source at full Project close-out.

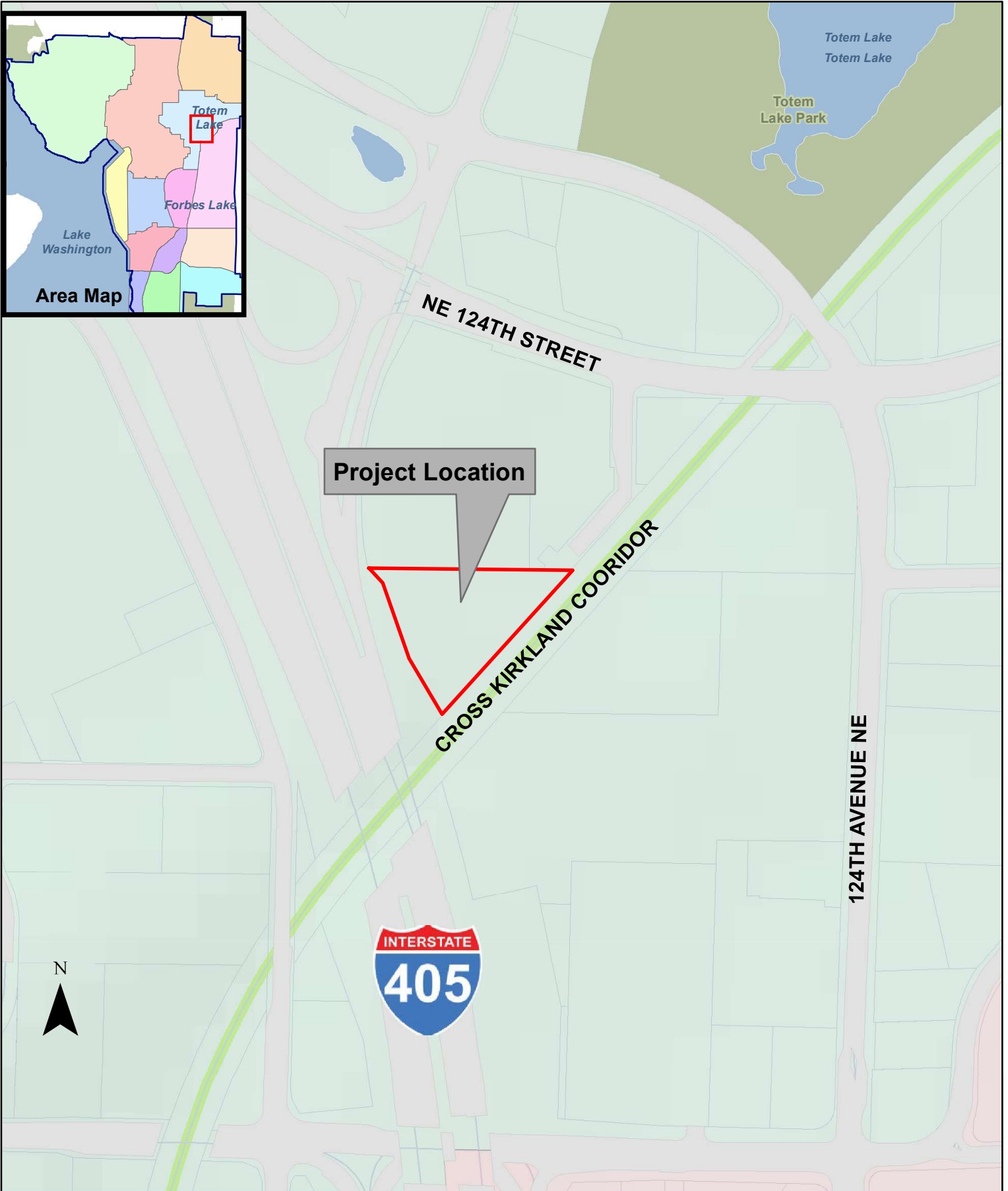
Table 1: Parks Maintenance Center Funding and Expenses

Item	Amount
Funding	
Total	\$3,108,351.00
Expenses	
Soft costs	(\$472,937.95)
Construction	(\$2,619,014.63)
Total	(\$3,091,952.58)
Balance	\$16,398.42

Attachment A: Vicinity Map with Area Map Inset

Attachment B: Fiscal Note

This is project PKC 147 1000



Vicinity Map
Parks Maintenance Center
12006 120th Place NE, Kirkland, WA 98034
PKC 147 1000

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Julie Underwood, Interim Director of Public Works							
Description of Request							
One-time transfer of approximately \$16,398 in available funding from the Parks Maint Bldg Design (PKC1471000) to the General Fund working capital to close out the project.							
Legality/City Policy Basis							
Fiscal Impact							
A transfer of approximately \$16,398 in General Fund cash from PKC1471000 to the General Fund working capital.							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
<i>Revenue/Exp Savings</i>							
<i>Other Source</i>							
Other Information							

Prepared By	Kevin Lowe Pelstring, Budget Analyst	Date	October 29, 2020
-------------	--------------------------------------	------	------------------