



## INFORMATIONAL MEMORANDUM

TO: **Transportation & Infrastructure Services Committee**  
FROM: **Hari Ponnekanti, Public Works Director/City Engineer**  
BY: **Michael Ronda, Public Works Project Manager**  
CC: **Mayor Allan Ekberg**  
DATE: **June 11, 2021**  
SUBJECT: **Public Works Shops- Minkler Restroom Remodel**  
**Project No. 91930606, Contract No. 20-048**  
**Project Completion and Acceptance**

### **ISSUE**

Accept contract as complete and authorize release of retainage and performance bond.

### **BACKGROUND**

Contract No. 20-048 with Saybr Contractors, Inc was issued on July 1, 2020 for the bathroom remodel at the Minkler Public Works Maintenance Shop. This project provided an ADA accessible bathroom, shower and locker room facilities for members of the Public Works Operation and Maintenance Staff. The contract was performed through a Job Order Contract (JOC) so payment included a Job Order component to Saybr and a Management Fee to The Gordian Group for their support of the contract. This closeout will apply to both portions of the Job Order.

### **DISCUSSION**

Construction for this JOC component was physically completed on May 6, 2021. Two change orders for a total of \$4,198.77 were executed to include a modification to the materials used for the bathroom partitions, different locker hardware, and some permit fees which were a direct reimbursable item in the contract.

### **PROJECT PHOTOS**





**FINANCIAL IMPACT**

The construction contract at award was \$272,061.44, which included the costs for both the Saybr contract and the Gordian fee. The total project budget was set at \$308,000 to include in-house construction support, project management and other soft costs. No explicit contingency was dedicated to the project. The final contract cost was within budget and the remaining \$31,739.79 will be used on security upgrades and lighting upgrades as approved by Council in March 2020.

	<b><u>Project Costs</u></b>
Initial Construction Contract	\$272,061.44
Changes and Net Over/Under Quantities	<u>4,198.77</u>
<b>Final Construction Contract Amount</b>	<b>\$276,260.21</b>

**RECOMMENDATION**

Council is being asked to formally accept the Minkler Restroom Remodel Project with Saybr Contractors Inc and The Gordian Group, in the amount of \$276,260.21 and authorize release of the bonds, subject to standard claim and lien release procedures, and consider this item on the Consent Agenda at the June 21, 2021 Regular Council Meeting.

ATTACHMENTS: Notice of Completion – Saybr  
Contract #20-048 - Final Pay Estimate



**CONTRACT VOUCHER**

Today's Date: 6/7/2021

Contract No. 20-048

Vendor	Saybr Contractors, Inc.
Project No.	91930606
Project Title	Minkler Shop Restroom Remodel
Contract Title	Minkler Shop Restroom Remodel
Expires Date	12/31/2020
Thru Last Change Order / Supplement No.	Change Order 2
Date Submitted to Finance	5/20/2021

This Payment #	7	<input checked="" type="checkbox"/> Notice of completion?
Invoice Date	5/12/2021	
Invoice No	26645	

BARs This payment applies to	Amount	CheckNo
91930606.3000.178	\$465.62	
Total: 306.98.594.480.62.00	\$465.62	

Total Previously Invoiced	\$263,372.56
This Invoice Amount	\$465.62
Total Invoiced To Date	\$263,838.18

Checked by:

eSigned via SeamlessDocs.com  
*Hari Ponnekanti*  
Key: 605abd2d00e7facec58b960286a08c14

eSigned via SeamlessDocs.com  
*Michael Ronda*  
Key: 4b7482fb6b0814803bbdd0830fba7439

BR

Approved by:

HARI PONNEKANTI

MIKE RONDA

Paid Date:	Warrant No:	Amount:
Total Encumbered:	\$263,801.58	Remaining Contract Balance: (\$36.60)

WITHIN 10% OVERAGE ALLOTTED



**INVOICE**

**INVOICE NO**  
26645

3852 S 66th Street  
Tacoma, WA 98409-2472  
Phone: (253) 531-2144  
Fax: (253) 536-2068

SOLD TO City of Tukwila  
11210 Tukwila International Bl  
Tukwila, WA 968188

SHIP TO COT Minkler Bldg Restroom Reno  
600 Minkler Blvd  
Tukwila, WA 98188

ACCOUNT NO	PO NUMBER	JOB NUMBER	TERMS	INVOICE DATE	PAGE
CITTUK	91930606	2202087	Net 30	5/12/2021	1

Contract No. 20-048  
Project No. 91930606  
Budget Item: 91930606.300.178 and 402.98.594.353.48.00

CLIN	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
	1	Contract Billing No. 7  100% Complete	422.91	422.91

ITEM TOTAL	422.91
TAX	42.71
<b>TOTAL AMOUNT</b>	<b>465.62</b>

**TO OWNER/CLIENT:**

City of Tukwila  
6200 Southcenter Boulevard  
Tukwila, Washington 98188

**PROJECT:**

COT Minkler Public Works Building Modular  
Restroom Installation  
600 Minker Blvd  
Tukwila, Washington 98188

**APPLICATION NO:** 7**INVOICE NO:** 7**PERIOD:** 05/01/21 - 05/30/21**PROJECT NO:** 2202087**CONTRACT DATE:** 7/1/2020**FROM CONTRACTOR:**

Saybr Contractors, Inc.  
3852 S. 66th St.  
Tacoma, Washington 98409

**VIA ARCHITECT/ENGINEER:****CONTRACT FOR:** COT Minker Bldg Restroom Remodel Prime Contract**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$236,174.69
2. Net change by change orders	\$3,644.93
3. Contract Sum to date (Line 1 ± 2)	\$239,819.62
4. Total completed and stored to date (Column G on detail sheet)	\$239,819.62
5. Retainage:	
a. 0.00% of completed work	\$0.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$239,819.62
7. Less previous certificates for payment (Line 6 from prior certificate)	\$239,396.71
8. Current payment due:	\$422.91
9. Balance to finish, including retainage (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$3,644.93	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$3,644.93	\$0.00
Net change by change orders:	\$3,644.93	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Saybr Contractors, Inc.

By: \_\_\_\_\_



Date: 5/12/2021

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before

me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_

My commission expires: \_\_\_\_\_

**ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$422.91

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 7

APPLICATION DATE:

PERIOD: 05/01/21 - 05/30/21

**Contract Lines**

A ITEM NO.	B COST CODE	C DESCRIPTION OF WORK	D SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
1	None	10 ft Overhang / Canopy	\$21,145.40	\$20,722.49	\$422.91	\$0.00	\$21,145.40	100.00%	\$0.00	\$0.00
2	None	26 LF of Steel Locker	\$7,067.68	\$7,067.68	\$0.00	\$0.00	\$7,067.68	100.00%	\$0.00	\$0.00
3	None	Electrical	\$14,675.33	\$14,675.33	\$0.00	\$0.00	\$14,675.33	100.00%	\$0.00	\$0.00
4	None	Engineer and Architecture, Modular Coordination	\$31,531.36	\$31,531.36	\$0.00	\$0.00	\$31,531.36	100.00%	\$0.00	\$0.00
5	None	Modular	\$133,924.39	\$133,924.39	\$0.00	\$0.00	\$133,924.39	100.00%	\$0.00	\$0.00
6	None	Plumbing	\$1,831.54	\$1,831.54	\$0.00	\$0.00	\$1,831.54	100.00%	\$0.00	\$0.00
7	None	Stairs and Landing	\$25,998.99	\$25,998.99	\$0.00	\$0.00	\$25,998.99	100.00%	\$0.00	\$0.00
<b>TOTALS:</b>			<b>\$236,174.69</b>	<b>\$235,751.78</b>	<b>\$422.91</b>	<b>\$0.00</b>	<b>\$236,174.69</b>	<b>100.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Change Orders**

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
<b>8</b>	<b>PCCO#001</b>								
8.1	17-099 Awning and Locks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
<b>9</b>	<b>PCCO#002</b>								
9.1	17-001 Toilet Partitions	\$1,826.80	\$1,826.80	\$0.00	\$0.00	\$1,826.80	100.00%	\$0.00	\$0.00
9.2	17-001 Awning Design & Locks	\$1,818.13	\$1,818.13	\$0.00	\$0.00	\$1,818.13	100.00%	\$0.00	\$0.00
<b>TOTALS:</b>		<b>\$3,644.93</b>	<b>\$3,644.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,644.93</b>	<b>100.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Grand Totals**

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
<b>GRAND TOTALS:</b>		<b>\$239,819.62</b>	<b>\$239,396.71</b>	<b>\$422.91</b>	<b>\$0.00</b>	<b>\$239,819.62</b>	<b>100.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>



# NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT

Department Use Only	
Assigned to:	Date Assigned:

Date 05/19/2021	Form Version Original	Revision Reason
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Awarding Agency Information		Prime Contractor Information	
Name TUKWILA, CITY OF	UBI 179000208	Name SAYBR CONTRACTORS INC	UBI 601795367
Address 6300 S CENTER BLVD #100 TUKWILA,WA-98188		Address 3852 S 66th St. Tacoma,WA-98409	
Email Address Mike.Ronda@TukwilaWA.gov		Email Address ggegax@saybr.com	
Contact Name Michael Ronda	Phone 206-433-7194 x_____	Contact Name SAYBR CONTRACTORS INC	Phone 253-531-2144

Project Information			
Project Name Minkler Restroom		Contract # 20-048	Affidavit ID 1025089
Jobsite Address 600 Minkler Blvd Tukwila, WA 98188			
Date Awarded 07/01/2020	Date Work Commenced 12/14/2020	Date Work Completed 04/23/2021	Date Work Accepted 05/06/2021
Federally Funded Transportation Project <i>If yes, attach Contract Bond Statement.</i> <input type="checkbox"/>			
Bond Waived?	Retainage Waived?	Subcontractors Used? <i>If yes, complete Addendum A.</i> <input checked="" type="checkbox"/>	
Detailed Description of Work Completed Provide new modular restroom			

DOR Tax Information			
<i>*Right-click on the total field and select Update Field to auto-calculate.</i>			
Contract Amount	\$236,174.69	Liquidated Damages	\$ 0.00
Additions (+)	\$3,644.93	Amount Disbursed	\$263,838.18
Reductions (-)	\$ 0.00	Amount Retained	\$ 0.00
<b>Sub-Total*</b>	<b>\$239,819.62</b>	Other	\$ 0.00
Sales Tax Amount	\$24,018.56	Sales Tax Rate <i>If multiple rates, attach a list.</i>	10.10%
<b>TOTAL*</b>	<b>\$263,838.18</b>	<b>TOTAL*</b>	<b>\$263,838.18</b>
<i>These two totals must be equal.</i>			

Apprentice Utilization Information	
Was Apprentice Utilization Required? <i>If yes, complete this entire section.</i> <input type="checkbox"/>	Engineer's Estimate \$ 0.00
Utilization % 3.60%	Was a Good Faith Effort approved?

Comments
First four payments of \$203,214.86 were taxed at 10%. Total Tax was \$20,321.48. Final three payments of \$36,604.76 were taxed at 10.1%. Total Tax was \$3,697.08

The Disbursing Officer must submit this completed notice immediately after acceptance of the work done under this contract. NO PAYMENT SHALL BE MADE FROM THE RETAINED FUNDS until receipt of all release certificates and affidavits.

**Submitting Form:** Submit the completed form by email to all three agencies below.



**Addendum A: Please List all Subcontractors and Sub-tiers Below**

This addendum can be submitted in other formats.

Provide known affidavits at this time. No L&I release will be granted until all affidavits are listed.

<b>Subcontractor's Name:</b>	<b>UBI Number: (Required)</b>	<b>Affidavit ID*</b>
ADEPT	601443349	<b>996643</b>
ASPHALT PATCH SYSTEMS	601290396	<b>1019153</b>
EVERGREEN HOUSE	603492821	<b>1022527</b>
EZ SYSTEMS	602619251	<b>1024728</b>
THOMPSON ELECT CONSTRS INC	602011056	<b>1022689</b>
VESTA HOUSING SOLUTIONS LLC	603595759	<b>1011828</b>
WELCOME RAMP SYSTEMS INC	602096666	<b>1019184</b>