



Highline Public Schools Board Action Report

DATE: December 30, 2022

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Scott Logan, Chief Operations Officer, and Ellie Daneshnia, Executive Director of Capital Planning and Construction

For Introduction: January 4, 2023

For Action: January 18, 2023

I. TITLE Resolution No. 04-23 - Highline High School - Acceptance of Building Commissioning Report

Select one: New Item Renewed Item Annual Item Revised Item

II. WHY BOARD ACTION IS NECESSARY

The Highline School District's Board of Directors is required to adopt a resolution accepting the Building Commissioning Report for the Highline High School Replacement Project in accordance with WAC 392-344-165 and the Office of Superintendent of Public Instruction (OSPI) Form D-11, Application to Release Retainage.

III. BACKGROUND INFORMATION

Sazan Environmental Services was selected to provide commissioning services for the Highline High School Replacement Project. The final commissioning report was completed on October 24, 2022. The final report verifies that the building systems have been installed as specified in the construction documents and are performing as designed.

The Highline High School Replacement Project was partially funded through OSPI. OSPI's Form D-11, Application to Release Retainage, is required to be submitted to OSPI at the completion of the project. Form D-11, per WAC 392-344-165, requires a resolution by the board of directors accepting the building commissioning report. The Building Commissioning Report Executive Summary is attached.

IV. RECOMMENDED MOTION

I move that the Highline School Board approve Resolution No. 04-23 - Highline High School - Acceptance of Building Commissioning Report.

V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact of this action will be: No Fiscal impact

Expenditure: One-time Annual

VI. APPLICABLE POLICY(S)

This action is in compliance with the following:
This action is in compliance with WAC 392-344-165 and OSPI Form D-11, Application to Release Retainage

VII. ALTERNATIVES

Failure to adopt this Resolution 04-23 - Highline High School - Acceptance of Building Commissioning Report will preclude OSPI from releasing all designated SCAP funds.

VIII. COMMUNITY ENGAGEMENT

Community Engagement Required: Yes No

If yes, list community engagement conducted for this issue

IX. ATTACHMENTS

1. Resolution No. 04-23 - Highline High School - Acceptance of Building Commissioning Report
2. Highline High School Replacement Project - Sazan Environmental Services Final Commissioning Report Executive Summary [If the report is required in its entirety, please contact Ellie Daneshnia for USB drive access.]

HIGHLINE SCHOOL DISTRICT NO. 401
RESOLUTION NO 04-23
HIGHLINE HIGH SCHOOL REPLACEMENT PROJECT
ACCEPTANCE OF BUILDING COMMISSIONING REPORT

A RESOLUTION of the Board of Directors of Highline School District No. 401, King County, Washington, accepting the Building Commissioning Report for the Highline High School Replacement Project.

WHEREAS, Sazan Environmental Services, LLC provided commissioning services for the Highline High School Replacement Project that included a Building Commissioning Report; and

WHEREAS, the Highline School District Board of Directors has received the final Building Commissioning Report for the Highline High School Replacement Project; and

WHEREAS, the Superintendent and Board of Directors have reviewed this Building Commissioning Report.

THEREFORE, BE IT FURTHER RESOLVED by the Highline School District Board of Directors, that the Building Commissioning Report for the Highline High School Replacement Project is hereby accepted.

ADOPTED this 18th day of January 2023

HIGHLINE SCHOOL DISTRICT NO. 401

Board of Directors

I, Ivan Duran, Secretary to the Board of Directors of Highline School District No. 401, do hereby certify that the above is a true and accurate copy of Resolution No.04-23, for the use and purpose intended.

Ivan Duran, Ed.D
Secretary to the Board

Executive Summary

Säzän Environmental Services (SES) was hired under contract by Highline School District to provide third-party Commissioning Authority (CxA) services for the Highline High School Replacement Project. The SES Commissioning Authority team was led by Kevin David, CCP. Joel Davis served as the Managing Principal and Shane Doig as the Commissioning Operations Manager.

The Highline High School Replacement Project included a new building, HVAC systems with associated controls, lighting and day lighting systems, switched receptacles, and domestic hot water systems. The commissioning scope of this project included new mechanical, electrical, and plumbing systems. Commissioning services were executed per the criteria of the AABC Commissioning Group (ACG), Building Commissioning Association (BCA), LEED 2009 WSSP E4.0 and E4.1. All fundamental and enhanced commissioning, and Washington Sustainable Schools Protocols meet the requirements of the 2015 Washington State Energy Code (WSEC)

A Commissioning Plan was developed and executed by the CxA, and project team as detailed in the attached Executed Commissioning Plan. The Executed Commissioning Plan contains an overview of the process utilized on this project and the results of each step in the process. The specific work products of the commissioning effort are located in the appendices as referenced in the executed commissioning plan.

The commissioning process for the Highline High School Replacement Project was successful in meeting the targeted energy codes and requirements. Installation of equipment was observed to be per construction documents, and system functional testing was completed successfully with all documented issues resolved by the project team. The final TAB report was recently approved by the engineering team.

Säzän Environmental Services appreciated the opportunity to work on this project and looks forward to working with the Highline School District again in the near future.

Cx Project Manager: _____ Date: 10/24/2022
Kevin David, CCP, EIT

Cx Operations Manager: _____ Date: 10/24/2022
Shane Doig, CCP, CxA, LEED AP