City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MPW

FROM: Jack Wardell, Director of Parks and Recreation JW

DATE: May 3, 2017

SUBJECT: Memo to City Council – Certificate of Substantial Completion

Attached to this memorandum is the Certificate of Substantial Completion and the current punch list. The certificate establishes April 14, 2017 as the date of Substantial Completion.

CITY OF CARROLL

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: **Cemetery Maintenance Building**
OWNER: City of Carroll, Iowa
CONTRACTOR: Badding Construction Company - Carroll Iowa
ENGINEER: JEO Consulting Group

OWNER'S Contract No.: 1657

DATE OF SUBSTANTIAL COMPLETION: 04/14/2017

This Certificate of Substantial Completion applies to all Work under the Contract Documents.

To: City of Carroll, Iowa

And To: Badding Construction Company

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR, and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents.

A site punch list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the site punch list shall be completed or corrected by CONTRACTOR by 06/01/2017.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows: See Specifications.

The following documents are attached and made part of this Certificate:

Site Punch List

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

JURISDICTIONAL ENGINEER issues this Certificate of Substantial Completion on: 04/14/2017

CITY of Carroll, Iowa

By: _____

Jack E Wardell, Director of Parks and Recreation

CONTRACTOR accepts this Certificate of Substantial Completion on: 04/20/2017
(Date)

Badding Construction Company

By: _____

Nick Badding, Badding Construction Company

OWNER accepts this Certificate of Substantial Completion on: 04/24/2017

City of Carroll, Iowa

By: _____

Eric P. Jensen, Mayor

ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

City of Carroll
Cemetery Maintenance Building
Clark Street and Grant Road
Carroll, Iowa 51401

Architectural Punch List Review April 21, 2017

Owners' representatives present during the walk-thru:
Randy Krauel – City of Carroll
Jack Wardell – City of Carroll

Contractors' representatives present during the walk-thru:
Nick Badding – Badding Construction

Architects' representatives present during the walk-thru:
Ryan Dorfmeyer – JEO Architecture, Inc.

JEO Project #R150384.00

Hall #100:

1. Adjust door #100A to latch with closure. The latch bolt does not appear to be aligned with the strike plate on the frame.
2. Touch up wall paint at head of Door #100A.
3. Touch up paint on door and frame, Door #101.
4. Touch up paint on door and frame, Door #102.
5. Touch up paint on door and frame, Door #100B.

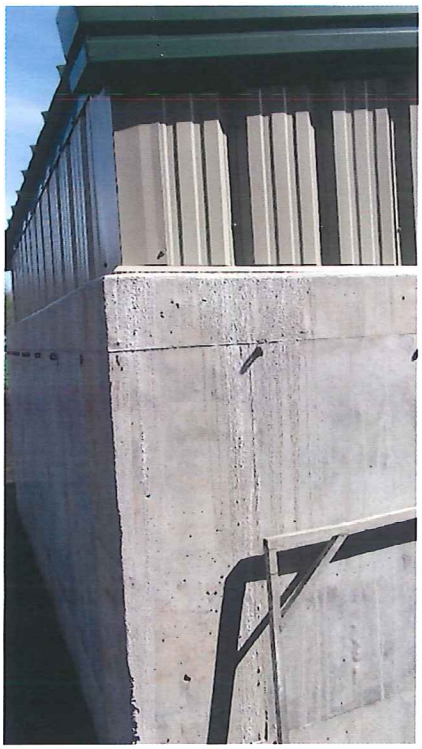
Office #101:

1. East window, remove and replace damaged screen.
2. Touch up paint on door and frame, Door #101.
3. Repair wall ding on west wall above data outlet. Touch up and repaint as required.

Break Room #102:

1. Adjust Door #102 to latch with closure.
2. Repair dent in frame of Door #102, touch up paint as required.
3. Door #102, touch up paint above latch.
4. Touch up paint at window sill. The paint finish feels rough as if the sill was not cleaned before it was painted.
5. Touch up wall ding above window head. Touch up and repaint as required.
6. Touch up window finish at the center mullion.

Photograph #05



Photograph #06

Restroom #103:

1. Fasten pipe insulation to lavatory supply and waste lines.
2. Verify that an ADA water closet was installed.
3. Door #103, touch up paint around door latch.

Mechanical #104:

1. Caulk and seal all through wall penetrations, touch up paint as required.
2. Repair water leak at the backflow preventer.
3. Tough up wall paint throughout room as required for a consistent finish.
4. Stored materials shall not be placed in front of the electrical panel.

Shop Area #105:

1. West Wall
    a. Touch up paint on Door #105A as required for a consistent finish.
    b. Above unit heater located in the southwest corner, add a hangar plate to the pipe hanger located directly above the unit heater.
2. North Wall
    a. No items
3. East Wall
    a. At Overhead Doors #105B and #105C – replace weather-strip at head of door. Weather-strip not sealing tight, daylight coming through.
4. South Wall
    a. Door #100B, touch up paint around door latch.
    b. Touch up paint on Door #104.
    c. Caulk and seal all through wall penetrations. Touch up paint as required.

Site:

1. Remove and replace the concrete panel located in the southeast corner of the parking lot. This panel appears low and is not allowing the water to drain. Refer to Photograph #01.

East Exterior Elevation:

1. Touch up scratches on gutter above window.
2. Touch up window head trim at the south end of the window.
3. Touch up paint on Door #100A as required for a consistent finish.
4. Clean paint from aluminum hinge.
5. Clean and remove rust stain from stone sill, southeast corner. Refer to Photograph #02.

North Exterior Elevation:

1. No Items.

West Exterior Elevation:

1. Touch up scuffed wall panels, north of Door #105A.
2. Caulk and seal gas line entering building.

South Exterior Elevation:

1. Remove forms and finish grading around the double grade cleanout. Refer to Photograph #03.

Soil Retention Bay:

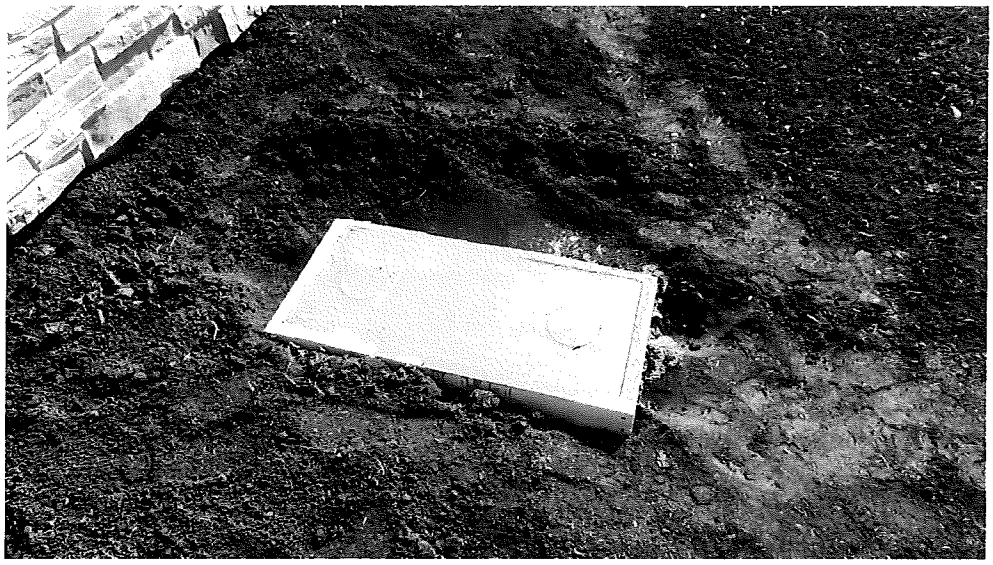
1. Interior
    a. Caulk and seal all penetrations caused by the through wall form ties to prevent water infiltration into the wall. Refer to Photograph #04.
    b. Add additional grout below base plate, southwest corner. Refer to Photograph #05.
2. Exterior
    a. Remove/cut-off exposed through wall form ties. Caulk and seal all penetrations caused by the form ties to prevent water infiltration into the wall. Refer to Photograph #06.
    b. Remove/clean excess grout from C.I.P. wall, southwest corner. Refer to Photograph #06.

Notes:

1. Refer to the attached Punch List from Alvine Engineering dated _____ for all plumbing, mechanical, and electrical items. (____ pages)
2. Contractor to coordinate all final inspections with the proper authorities having jurisdiction.
3. Provide O&M Manuals as specified in the project specifications.
4. Turn over all keys and all overhead door remote operators to the Owner.
5. Submit the following with the final Application and Certificate for Payment;
    a. G706 – Contractor's Affidavit of Payment of Debts and Claims
    b. G706A – Contractor's Affidavit of Release of Liens
    c. G707 – Consent of Surety to Final Payment

Photograph #01

Photograph #02



Photograph #03

Photograph #04