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: March 8, 2017

SUBJECT: Merchants Park Baseball Stadium Renovation – Certificate of Substantial Completion - 2017

Rotert Construction has substantially completed the Merchants Park Baseball Stadium Renovation construction as of March 3, 2017.

RECOMMENDATION: Mayor and City Council consideration and approval of March 3, 2017 as the date of Substantial Completion of the Merchants Park Baseball Stadium Renovation Project - 2017.

CITY OF CARROLL

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: **Merchants Park Baseball Stadium Renovation**
OWNER: City of Carroll, Iowa
CONTRACTOR: Rotert Construction - Halbur, Iowa
ENGINEER: Shive Hattery - West Des Moines, Iowa

OWNER'S Contract No.: 1614

DATE OF SUBSTANTIAL COMPLETION: 03/03/2017

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

To: City of Carroll, Iowa

And To: Rotert Construction

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 04/01/2017.

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: 03/03/2017

CITY of Carroll, Iowa

By: _____

Jack E Wardell, Director of Parks and Recreation

CONTRACTOR accepts this Certificate of Substantial Completion on: 03/03/2017
(Date)

Rotert Construction Company

By: _____

Keith Pottebaum, Rotert Construction

OWNER accepts this Certificate of Substantial Completion on: 03/13/2017

City of Carroll, Iowa

By: _____

Eric P. Jensen, Mayor

PUNCH LIST - Draft

Project:	City of Carroll – Baseball Stadium Renovation			Address:	112 E. 5th Street Carroll, Iowa 51401
Client:	City of Carroll			Project #:	413538-0
Date:	February 8, 2017	Time:	10:00 AM	Temperature:	45° F
Weather:	Partly Cloudy			Present:	Joe Benesh– SH Jack Warell – CoC Keith Pottebaum - Rotert
Work in Progress:	None.				

Observations:

General :

- Clean Construction Debris from Site
- Install Door Handles
- Verify Interior Window Edges are Properly Sealed
- Verify All Door Sweeps Are Installed

1. Main Entry 10:
    a. Install Door handles
    b. Touch up paint at entry to women's locker room
2. Concessions 4:
    a. General cleaning indicated
    b. Install overhead door, trim, repaint
3. Storage 2:
    a. General cleaning indicated
    b. Remove construction debris
    c. Install door locksets
    d. Finish out interior window trim
4. Storage 3:
    a. Clean mortar off planks
    b. General cleaning indicated
    c. Clean off floor cleanout head
5. Storage 1:
    a. General cleaning indicated
    b. Remove construction debris
    c. Finish window casing and trim
    d. Install hardware/lock sets
6. Storage 5:
    a. General cleaning
    b. Masonry around wall penetrations
    c. Verify pipes are parallel and properly supported
    d. Clean mortar off pipes

7. Women's 6:
    a. Install vent cover
    b. General cleaning indicated
    c. Could not test/check toilets/water
    d. Paint touch up at ADA stall
    e. Clean partitions of debris
    f. Clean access hatches
    g. Install cover at pipes near wall / gyp bd cover
    h. 2nd stall doesn't close or latch (from entry side)
    i. 3rd stall doesn't close or latch
    j. 6th stall doesn't close or latch
    k. Touch up paint at accent wall near flush valves
    l. Provide better / more complete finish around ceiling and wall pip penetrations
    m. Clean grout out of drains
8. Men 7:
    a. Missing vents / covers - Install
    b. Paint touch up at pipe
    c. Clean up ceiling detail paint
    d. Provide better / more complete finish around ceiling and wall pip penetrations
    e. Clean up partitions
    f. Clean up edges of wall paint
9. Storage
    a. General cleaning indicated
    b. Cap exposed cable ends
    c. Seal edges of windows
10. Stands:
    a. Finish paint out at ramps (stepped paint pattern?)
    b. General cleaning indicated
11. Press box:
    a. General cleaning
    b. Loose electrical/phone data mount - secure
    c. Paint out trim lines at window
    d. Install door hardware
12. Exterior:
    a. Window trim is uneven in areas
    b. Touch up paint around windows
    c. Reseal at building perimeter / foundation

d. Paint edges and sides of exterior trim

13. Dugouts
    a. Paint touch-ups
    b. Finish steps in dugout expansion
    c. Paint railing extensions
    d. Has Second Floor Drain Been Installed in Extended Dugout?
    e. Verify expansion joint material between existing and new is fully installed
    f. Clean up construction debris
    g. Reinstall seating at dugouts
14. Reinstall fence at Perimeter

This documents items observed at a particular point in time and is not meant to be totally inclusive of all items either installed or not yet complete.

Please contact our office with any omissions or discrepancies.

Report By: Joe Benesh