



## STAFF REPORT

DATE: January 19, 2021

### **CONSENT**

**AGENDA ITEM:** Approve Pay Request No. 4 for the Well No. 5 Pumphouse Improvements

**SUBMITTED BY:** Chad Isakson, Project Engineer

**REVIEWED BY:** Kristina Handt, City Administrator  
Marty Powers, Public Works Director  
Jack Griffin, City Engineer

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**ISSUE BEFORE COUNCIL:** Should the City Council approve Pay Request No. 4 for the Well No. 5 Pumphouse Improvements?

**BACKGROUND:** Total Mechanical Services, Inc. was awarded a construction contract on July 16, 2020 to complete the Well No. 5 Pumphouse Improvements. Work remains in progress with a substantial completion date of April 18, 2021 and final completion date of June 17, 2021.

**PROPOSAL DETAILS/ANALYSIS:** Total Mechanical Services, Inc. has submitted Partial Pay Request No. 4 in the amount of \$55,121.85. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is \$24,380.40.

**FISCAL IMPACT:** None. Partial payment is proposed in accordance with the Contract for the project. Payment remains within the authorized scope and budget.



**RECOMMENDATION:** Staff is recommending that the City Council approve, *as part of the Consent Agenda*, Pay Request No. 4 for the Well No. 5 Pumphouse Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

***“Move to approve Pay Request No. 4 to Total Mechanical Services, Inc. in the amount of \$55,121.85 for the Well No. 5 Pumphouse Improvements”.***

**ATTACHMENTS:**

1. Partial Pay Estimate No. 4.

# PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. <u>4</u>				<b>FOCUS</b> ENGINEERING, inc.	
PUMPHOUSE NO. 5 PROJECT NO. 2019.129				PERIOD OF ESTIMATE FROM <u>12/1/2020</u> TO <u>12/31/2020</u>	
PROJECT OWNER: <b>CITY OF LAKE ELMO</b> <b>3880 LAVERNE AVENUE NORTH</b> <b>LAKE ELMO, MN 55042</b> <b>ATTN: JACK GRIFFIN, CITY ENGINEER</b>				CONTRACTOR: <b>TOTAL MECHANICAL SERVICES, INC.</b> <b>420 BROADWAY AVENUE</b> <b>SAINT PAUL PARK, MN 55071</b> <b>ATTN: MARK DIESSNER</b>	
CONTRACT CHANGE ORDER SUMMARY				PAY ESTIMATE SUMMARY	
No.	Approval Date	Amount			
		Additions	Deductions		
				1. Original Contract Amount	\$1,083,461.00
				2. Net Change Order Sum	\$0.00
				3. Revised Contract (1+2)	\$1,083,461.00
				4. *Work Completed	\$487,608.00
				5. *Stored Materials	\$0.00
				6. Subtotal (4+5)	\$487,608.00
				7. Retainage* <span style="color: red;">5.0%</span>	\$24,380.40
				8. Previous Payments	\$408,105.75
				9. Amount Due (6-7-8)	<b>\$55,121.85</b>
TOTALS		\$0.00	\$0.00		
NET CHANGE		\$0.00		*Detailed Breakdown Attached	
CONTRACT TIME					
START DATE: <u>7/22/2020</u>		ORIGINAL DAYS <u>270</u>		ON SCHEDULE	
SUBSTANTIAL COMPLETION: <u>4/18/2021</u>		REVISED DAYS <u>0</u>		YES <input checked="" type="checkbox"/>	
FINAL COMPLETION: <u>6/17/2021</u>		REMAINING <u>108</u>		NO <input type="checkbox"/>	
ENGINEER'S CERTIFICATION: The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.				BOLTON AND MENK, Inc.   _____ ENGINEER <u>1/7/21</u> _____ DATE	
CONTRACTOR'S CERTIFICATION: The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.				CONTRACTOR   _____ BY <u>1/8/21</u> _____ DATE	
APPROVED BY OWNER: <b>CITY OF LAKE ELMO, MINNESOTA</b>					
_____ BY			_____ BY		
_____ DATE			_____ DATE		

PARTIAL PAY ESTIMATE NO. 4

PUMPHOUSE NO. 5  
CITY OF LAKE ELMO, MINNESOTA  
PROJECT NO. 2019.129

**FOCUS** ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
DIVISION 1 - PUMPHOUSE NO. 5									
1	General Conditions	LS	1	\$12,961.00	\$12,961.00	0.04	\$520.00	0.89	\$11,500.00
2	Mobilization	LS	1	\$50,000.00	\$50,000.00	0.10	\$5,000.00	0.80	\$40,000.00
3	Bonds/Insurance	LS	1	\$25,000.00	\$25,000.00			1.00	\$25,000.00
4	Permit	LS	1	\$15,000.00	\$15,000.00	0.00	\$3.00	0.81	\$12,108.00
5	Sitework	LS	1	\$100,000.00	\$100,000.00	0.04	\$4,000.00	0.89	\$89,000.00
6	Concrete	LS	1	\$25,000.00	\$25,000.00	0.32	\$8,000.00	0.80	\$20,000.00
7	Masonry	LS	1	\$150,000.00	\$150,000.00	0.02	\$3,500.00	1.00	\$150,000.00
8	Mis Metals	LS	1	\$3,000.00	\$3,000.00			0.83	\$2,500.00
9	Carpentry	LS	1	\$30,000.00	\$30,000.00			0.90	\$27,000.00
10	Insulation and Roofing	LS	1	\$58,000.00	\$58,000.00	0.52	\$30,000.00	0.70	\$40,500.00
11	Doors and Windows	LS	1	\$32,000.00	\$32,000.00			0.88	\$28,000.00
12	Painting	LS	1	\$14,000.00	\$14,000.00			0.00	\$0.00
13	Signs	LS	1	\$3,000.00	\$3,000.00			0.00	\$0.00
14	Chemical Systems	LS	1	\$55,000.00	\$55,000.00			0.00	\$0.00
15	Sprinkler	LS	1	\$500.00	\$500.00			0.00	\$0.00
16	Mechanical	LS	1	\$170,000.00	\$170,000.00	0.04	\$7,000.00	0.16	\$27,000.00
17	Electrical	LS	1	\$275,000.00	\$275,000.00			0.05	\$15,000.00
18	General Construction Allowance	LS	1	\$50,000.00	\$50,000.00				
19	Computer Allowance	LS	1	\$15,000.00	\$15,000.00				
SUBTOTAL - DIVISION 1					\$1,083,461.00	\$58,023.00		\$487,608.00	
TOTALS - BASE CONTRACT					\$1,083,461.00	\$58,023.00		\$487,608.00	