



## STAFF REPORT

DATE: June 19, 2018  
CONSENT  
ITEM 8

**AGENDA ITEM:** Public Library Site Improvements – Pay Request No. 1

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

**REVIEWED BY:** Kristina Handt, City Administrator  
Jack Griffin, City Engineer

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**ISSUE BEFORE COUNCIL:** Should the City Council approve Pay Request No. 1 for the Public Library Site Improvements?

**BACKGROUND:** Miller Excavating, Inc. was awarded a construction contract to complete the Public Library Site Improvements in accordance with a Construction Contract dated December 7, 2017.

**PROPOSAL DETAILS/ANALYSIS:** Miller Excavating, Inc. has submitted Partial Pay Request No. 1 in the amount of \$51,924.96. 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 \$2,732.89.

**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. 1 for the Public Library Site Improvements project. If removed from the consent agenda, the recommended motion for the action is as follows:

*“Move to approve Pay Request No. 1 to Miller Excavating, Inc. in the amount of \$51,924.96 for the Public Library Site Improvements project”.*

**ATTACHMENTS:**

1. Partial Pay Estimate No. 1.

# PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. <u>1</u>			<b>FOCUS</b> ENGINEERING, inc.		
PUBLIC LIBRARY PARKING LOT IMPROVEMENTS PROJECT NO. 2016.132			PERIOD OF ESTIMATE FROM <u>5/1/2018</u> TO <u>6/7/2018</u>		
PROJECT OWNER: <b>CITY OF LAKE ELMO</b> 3880 LAVERNE AVENUE NORTH, SUITE 100 LAKE ELMO, MN 55042 ATTN: JACK GRIFFIN, CITY ENGINEER			CONTRACTOR: <b>MILLER EXCAVATING, INC</b> 3241 STAGECOACH TRAIL N STILLWATER, MN 55082 ATTN: STEVE ST. CLAIRE		
CONTRACT CHANGE ORDER SUMMARY			PAY ESTIMATE SUMMARY		
No.	Approval Date	Amount			
		Additions      Deductions			
			1. Original Contract Amount <u>\$71,401.80</u>		
			2. Net Change Order Sum <u>\$0.00</u>		
			3. Revised Contract (1+2) <u>\$71,401.80</u>		
			4. *Work Completed <u>\$54,657.85</u>		
			5. *Stored Materials <u>\$0.00</u>		
			6. Subtotal (4+5) <u>\$54,657.85</u>		
			7. Retainage* <u>5.0%</u> <u>\$2,732.89</u>		
			8. Previous Payments <u>\$0.00</u>		
TOTALS		\$0.00      \$0.00	9. Amount Due (6-7-8) <u>\$51,924.96</u>		
NET CHANGE		\$0.00	*Detailed Breakdown Attached		
CONTRACT TIME					
START DATE: <u>5/1/2018</u>		ORIGINAL DAYS <u>52</u>		ON SCHEDULE	
SUBSTANTIAL COMPLETION: <u>6/22/2018</u>		REVISED DAYS <u>0</u>		YES <input checked="" type="checkbox"/>	
FINAL COMPLETION: <u>6/22/2018</u>		REMAINING <u>15</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.			FOCUS ENGINEERING, Inc.  ENGINEER <u>6/8/2018</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>6/8/18</u> DATE		
APPROVED BY OWNER: <b>CITY OF LAKE ELMO, MINNESOTA</b>					
BY _____			BY _____		
DATE _____			DATE _____		

PARTIAL PAY ESTIMATE NO. 1

PUBLIC LIBRARY PARKING LOT IMPROVEMENTS  
CITY OF LAKE ELMO, MINNESOTA  
PROJECT NO. 2016.132

**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									
1	MOBILIZATION	LS	1	\$3,400.00	\$3,400.00	1.00	\$3,400.00	1.00	\$3,400.00
2	COMMON EXCAVATION (P)	CY	792	\$11.00	\$8,712.00	792.00	\$8,712.00	792.00	\$8,712.00
3	SELECT GRANULAR – MOD. 5% (CV) (P) (12-INCH DEPTH)	CY	325	\$12.50	\$4,062.50	325	\$4,062.50	325	\$4,062.50
4	AGG. BASE, CL. 6 (CV) (PV) (6-INCH DEPTH)	CY	165	\$20.50	\$3,382.50	165	\$3,382.50	165	\$3,382.50
5	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (3-INCH DEPTH)	TN	150	\$115.00	\$17,250.00	147.69	\$16,984.35	147.69	\$16,984.35
6	15” RC PIPE SEWER, DES 3006	LF	60	\$48.00	\$2,880.00	0	\$0.00	0	\$0.00
7	CONST DRAINAGE STRUCTURE TYPE 406 (W/ CASTING) (INCLUDES DIAMET	EA	1	\$3,260.00	\$3,260.00	1	\$3,260.00	1	\$3,260.00
8	CONST DRAINAGE STRUCTURE TYPE 404-2'x3' (W/ CASTING)	EA	1	\$2,266.00	\$2,266.00	0	\$0.00	0	\$0.00
9	5-INCH CONCRETE WALK	SF	221	\$7.40	\$1,635.40	93	\$688.20	93	\$688.20
10	CONCRETE CURB & GUTTER DESIGN B618	LF	330	\$22.65	\$7,474.50	362	\$8,199.30	362	\$8,199.30
11	5-INCH CONCRETE FLUME	LF	10	\$40.00	\$400.00	0	\$0.00	0	\$0.00
12	PEDESTRIAN CURB RAMP	EA	2	\$550.00	\$1,100.00	2	\$1,100.00	2	\$1,100.00
13	TRUNCATED DOMES	SF	24	\$75.00	\$1,800.00	24	\$1,800.00	24	\$1,800.00
14	SIGN TYPE C	SF	6	\$45.00	\$270.00	0	\$0.00	0	\$0.00
15	SILT FENCE, TYPE MS	LF	230	\$5.00	\$1,150.00	0	\$0.00	0	\$0.00
16	STORM DRAIN INLET PROTECTION	EA	2	\$100.00	\$200.00	0	\$0.00	0	\$0.00
17	SODDING TYPE LAWN	SY	459	\$7.00	\$3,213.00	0	\$0.00	0	\$0.00
18	IMPORT TOPSOIL (CV) (6-INCH DEPTH)	CY	92	\$40.00	\$3,680.00	32	\$1,280.00	32	\$1,280.00
19	PAVT MESSAGE (HANDICAP SYMBOL) – EPOXY	EA	2	\$500.00	\$1,000.00	0	\$0.00	0	\$0.00
20	4” SOLID LINE WHITE – EPOXY	LF	642	\$3.95	\$2,535.90	0	\$0.00	0	\$0.00
21	4” PVC SCH 40 DRAINTILE WITH COARSE FILTER AGGREGATE (MNDOT SPE	LF	100	\$14.00	\$1,400.00	116	\$1,624.00	116	\$1,624.00
22	DRAINTILE CLEANOUT	EA	2	\$165.00	\$330.00	1	\$165.00	1	\$165.00
SUBTOTAL - DIVISION 1					\$71,401.80		\$54,657.85		\$54,657.85
TOTALS					\$71,401.80		\$54,657.85		\$54,657.85