

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** SE SW Magazine Road Sidewalk Upgrades - Phase 3 (Design)  
**Contractor:** MSA Professional Services, Inc.  
**Address:** 1555 SE Delaware Avenue, Suite F Ankeny, IA 50021  
**Finance Budget Code:** 936.2936.4210 **Finance Project #** 936.4210  
**Vendor Project or Invoice #:** \_\_\_\_\_ **PO #** \_\_\_\_\_  
**Original Contract Date:** March 4, 2019 **Vendor #** 6447

**Date of Council Meeting:** October 7, 2019 **PAYMENT REQUEST #** 5  
**PAYMENT PERIOD:** From: July 21, 2019 Through: September 21, 2019

## Contract Summary

Original Contract Amount:	\$	<u>38,200.00</u>	
Net change by Change Orders:	\$	<u>31,400.00</u>	
Contract Amount to Date: (line 1 ± 2)	\$		<u>69,600.00</u>
Total completed and stored to date:	\$	<u>51,203.77</u>	
Retainage: <u>0</u> % of Completed Work:	\$	<u>-</u>	
Total Earned less Retainage:	\$		<u>51,203.77</u>
Less previous applications for payment:	\$		<u>38,199.47</u>
<b>SUBTOTAL</b>			<u>\$ 13,004.30</u>

OTHER CHARGES (Attach an itemized list) \$ -

**CURRENT PAYMENT DUE** \$ 13,004.30

Balance to finish, including retainage: \$ 18,396.23

Contract Time Remaining (If applicable) - Working Days

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**Construction Contractor Approval:** Not Applicable  
 \_\_\_\_\_  
 Firm Name

**Engineer / Consultant Approval:** MSA Professional Services, Inc.  
 \_\_\_\_\_  
 Firm Name  
 Signature: Nichole Jungren Date: 09/27/19

**City of Ankeny Staff Approval:**  
 Signature: [Signature] Date: 9/30/19

**Submit to:** Aaron Putnam, Public Works Operations Manager  
**E-mail:** aputnam@ankenyiowa.gov **Phone:** (515) 963-3525 **Fax:** (515) 963-3535

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	May 6, 2019	\$ 14,528.67
2	June 3, 2019	\$ 12,235.25
3	July 1, 2019	\$ 6,576.30
4	August 5, 2019	\$ 4,859.25
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Previous Applications for Payment

No.	Date	Amount
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TOTAL \$ 38,199.47

Record of Change Orders

No.	Date	Amount
1	July 15, 2019	\$ 31,400.00
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TOTAL \$ 31,400.00

## Contract Time Remaining

Contract Period: Working Days  
 Original Contract Date: \_\_\_\_\_  
 Original Contract Time: \_\_\_\_\_  
 Added by Change Order: \_\_\_\_\_  
 Contract Time to Date: -  
 Time Used to Date: \_\_\_\_\_  
 Contract Time Remaining: -

## SE Magazine Road Sidewalk Upgrade – Phase 3 (Construction)

### CONTACT INFORMATION:

Nichole Sungren

Phone: (515) 964-1920

[nsungren@msa-ps.com](mailto:nsungren@msa-ps.com)

### DATE:

September 27, 2019

### PROJECT NUMBERS:

City of Ankeny:

SDW-00-001

MSA:

09085042



Looking east towards SE. Delaware intersection

### TASK 1: CONSTRUCTION ADMINISTRATION PHASE

Task 1: 51.54% Complete

Additional working days have been added to the project due to the City's request for additional ramp removal to help minimize the number of pedestrian crossings through the corridor (minor arterial) to help improve safety.

### TASK 2: CONSTRUCTION STAKING

Task 2: 43.96% Complete

Staking has been completed for the south side sidewalk and ramps. Staking for the north side ramps will occur at the end of the week of September 30<sup>th</sup>, weather permitting.

### TASK 3: CONSTRUCTION OBSERVATION PHASE

Task 3: 39.63% Complete

Part-time inspection for the construction operations has occurred throughout the project. Weekly construction meetings have occurred with the Contractor onsite and weekly working day reports have been submitted to the Contractor and the City for review.

### TASK 4: SIDEWALK AND CURB RAMP COMPLIANCE

Task 4: 30.27% Complete

Four of the thirteen ramps have been reviewed and the as-built forms have been completed. One ramp has found to be out of compliance and has since been removed and replaced.

### TASK 5: POST CONSTRUCTION PHASE

Task 5: 0% Complete



**Remit to:**

MSA Professional Services, Inc.  
1230 South Boulevard  
Baraboo, WI 53913

**INVOICE**

PAYMENT DUE UPON RECEIPT OF INVOICE.  
INTEREST AT THE RATE OF 1.5% PER MONTH  
ON UNPAID BALANCE WILL BE ADDED TO  
YOUR NEXT STATEMENT.

For questions, contact: (800) 362-4505

City of Ankeny IA  
410 West First Street  
Ankeny, IA 50023

September 27, 2019  
Project No: R09085042.0  
Invoice No: 1

00-04-28  
Project Manager Nichole Sungren  
Client Liaison Nichole Sungren

Project R09085042.0 Ankeny IA SE Magazine Sidewalk Construction 2019  
Professional Services from July 15, 2019 to September 21, 2019

Description	Contract Amount	Percent Complete	Amount Earned	Previous Invoices	This Invoice
Construction Administration	9,000.00	51.54	4,639.32	0.00	4,639.32
Construction Staking	6,500.00	43.96	2,857.75	0.00	2,857.75
Construction Observation	12,600.00	39.62	4,992.50	0.00	4,992.50
Sidewalk Curb Ramp Compliance	1,700.00	30.27	514.73	0.00	514.73
Post Construction	1,600.00	0.00	0.00	0.00	0.00
Total Fee	31,400.00		13,004.30	0.00	13,004.30
			<b>Total Fee</b>		<b>13,004.30</b>
<b>AMOUNT DUE THIS INVOICE:</b>					<b>\$13,004.30</b>

**For ACH notification, remit to:**

ach@msa-ps.com

Account Number: 101065930 Routing Number: 075901590

Bank Information: Baraboo State Bank, 101 3<sup>rd</sup> Ave., PO Box 50., Baraboo, WI 53913, (608) 356-7703

MSA ENABLES PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.

We are proud to be a 100% employee-owned firm.



September 27, 2019

Mr. Aaron Putman  
Public Works Operations Manager  
City of Ankeny  
220 W. 1st Street  
Ankeny, IA 50023

Re: SE Magazine Sidewalk Upgrades – Phase 3  
Project # 0908542

Dear Mr. Putnam:

Please find attached the Engineering Invoice #5 for work completed between July 21, 2019 and September 21, 2019. Please refer to the attached Project Update for a summary of the work completed to date.

The design contract is complete and construction administration and observation began on September 3, 2019. The contractor is approximately 40% complete with construction at this time and anticipates construction to be complete in mid-October.

We will be in attendance at the October 7<sup>th</sup> Ankeny City Council meeting if you have any questions regarding the information in this submittal. We appreciate the opportunity to work with the City of Ankeny and look forward to a successful project.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in blue ink that reads "Nichole Sungren".

Nichole Sungren, P.E.  
Project Manager

Cc: Mark Mueller, City of Ankeny

1555 SE Delaware Ave  
Suite F  
Ankeny, IA 50021

P (515) 964-1920  
TF (800) 844-4122  
F (515) 964-4003

[www.msa-ps.com](http://www.msa-ps.com)

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Enc.