

**APPLICATION FOR PARTIAL PAYMENT OF CONTRACT**



**Project Title:** SE 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:** November 4, 2019      **PAYMENT REQUEST #** 6  
**PAYMENT PERIOD:** From: September 22, 2019 Through: October 19, 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>60,744.41</u>	
Retainage: <u>0</u> % of Completed Work:	\$	<u>-</u>	
Total Earned less Retainage:			\$ <u>60,744.41</u>
Less previous applications for payment:			\$ <u>51,203.77</u>
<b>SUBTOTAL</b>			\$ <u>9,540.64</u>

OTHER CHARGES (Attach an itemized list) \$ -

**CURRENT PAYMENT DUE** \$ 9,540.64

Balance to finish, including retainage: \$ 8,855.59

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: \_\_\_\_\_ Date \_\_\_\_\_  
Signature

Engineer / Consultant Approval: MSA Professional Services, Inc.  
Firm Name

Nichole Jungren 10/23/19  
Signature Date

City of Ankeny Staff Approval: \_\_\_\_\_  
Signature 10/28/19  
Signature Date

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
5	October 7, 2019	\$ 13,004.30
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		

**Previous Applications for Payment**

No.	Date	Amount
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		
49		
50		
51		
52		
53		
54		
55		
56		
57		
58		
59		
60		
61		
62		
63		
64		
65		
66		
67		
68		
69		
70		

TOTAL      \$ 51,203.77

**Record of Change Orders**

No.	Date	Amount
1	July 15, 2019	\$ 31,400.00
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

TOTAL      \$ 31,400.00

**Contract Time Remaining**

Contract Period:	<u>Working Days</u>
Original Contract Date:	_____
Original Contract Time:	_____
Added by Change Order:	_____
Contract Time to Date:	-
Time Used to Date:	_____
Contract Time Remaining:	-



**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

October 23, 2019  
 Project No: R09085042.0  
 Invoice No: 2  
  
 00-04-28  
 Project Manager Nichole Sungren  
 Client Liaison Nichole Sungren

Project R09085042.0 Ankeny IA SE Magazine Sidewalk Construction 2019  
Professional Services from September 22, 2019 to October 19, 2019

Phase 100 SE Magazine Sidewalk Construction

Description	Contract Amount	Percent Complete	Amount Earned	Previous Invoices	This Invoice
Construction Administration	9,000.00	77.74	6,996.57	4,639.32	2,357.25
Construction Staking	6,500.00	52.64	3,421.50	2,857.75	563.75
Construction Observation	12,600.00	85.46	10,767.50	4,992.50	5,775.00
Sidewalk and Curb Ramp Compliance	1,700.00	79.96	1,359.37	514.73	844.64
Post Construction	1,600.00	0.00	0.00	0.00	0.00
Total Fee	31,400.00		22,544.94	13,004.30	9,540.64

**Total Fee 9,540.64**

**Total this Phase \$9,540.64**

**AMOUNT DUE THIS INVOICE: \$9,540.64**

**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.

**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:**

October 23, 2019

**PROJECT NUMBERS:**

City of Ankeny:

SDW-00-001

MSA:

09085042



Looking east between Michael and Hayes.

**TASK 1: CONSTRUCTION ADMINISTRATION PHASE**

Task 1: 77.74% Complete

Final pay application and closeout documentation will occur upon project completion at the end of this month, weather permitting.

**TASK 2: CONSTRUCTION STAKING**

Task 2: 52.64% Complete

Staking for the north side ramps has occurred. Remonumentation will occur after project completion along with other review and closeout.

**TASK 3: CONSTRUCTION OBSERVATION PHASE**

Task 3: 85.46% Complete

Construction is winding down on the project. The contractor has 5 working days remaining. The south side of the sidewalk should be complete this week and the north side is anticipated to be completed next week.

**TASK 4: SIDEWALK AND CURB RAMP COMPLIANCE**

Task 4: 79.96% Complete

All of the south ramps have been reviewed with one requiring a re-review. The north ramps will be reviewed upon completion.

**TASK 5: POST CONSTRUCTION PHASE**

Task 5: 0% Complete



October 23, 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 #6 for work completed between September 22, 2019 and October 19, 2019. Please refer to the attached Project Update for a summary of the work completed to date.

The contractor is approximately 80% complete with construction at this time. They will be complete with the sidewalk this week and anticipate completing the north ramp work next week.

We will be in attendance at the November 4<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". The signature is written in a cursive, flowing style.

Nichole Sungren, P.E.  
Project Manager

Cc: Mark Mueller, City of Ankeny

nes  
Enc.

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)