

EXHIBIT B  
CONSTRUCTION MANAGER  
STANDARD SPECIFICATIONS



HERNANDO COUNTY SCHOOL DISTRICT 8016 MOBLEY RD. BROOKSVILLE, FL 134601

## SECTION 00 43 20 – CONSTRUCTION MANAGER’S SUBCONTRACT BID PROCEDURE

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements governing the subcontractor bidding process.
  - 1. The Construction Manager is expected to represent the Owner’s interest in soliciting competitive bids, including:
    - a. Soliciting a sufficient number of bids to ensure that at least three (3) bids are submitted for each bid package
    - b. Obtaining prior **written** approval from the Owner for any Work that the CM proposes to self-perform.
    - c. Soliciting competitive bids on all biddable scopes of Work.
    - d. Obtaining a minimum of three (3) bids for each bid package, unless specifically exempted in the CM Agreement.
    - e. Delaying the opening of bids for any bid package until three (3) or more bids are received, unless directed otherwise by the Owner.
- B. Related Requirements:
  - 1. Section 00 43 30 "GMP Submittal" for procedures governing itemization and breakdown of scopes of work.

#### 1.3 PROPOSED BIDDERS LIST

- A. Prior to soliciting bids, the Construction Manager shall submit a list of proposed bidders to the Owner and Architect/Engineer. The list must be approved prior to distribution of the Bid Documents to the proposed bidders. Once approved, the list may be modified only with the written consent of the Owner and Architect/Engineer.

#### 1.4 INSTRUCTIONS TO BIDDERS

- A. The Construction Manager’s Instructions to Bidders shall specify the level of breakdown that the low bidder must provide prior to award of contract. At a minimum, the bid must be broken down into materials and labor, as well as into line items corresponding with the GMP Breakdown.

- B. The Construction Manager shall include in the Instructions to Bidders a complete listing of plans & specifications. Construction Manager shall distribute the complete set of plans, specifications and addenda to all subcontract bidders. The subcontractor's bids shall include the listing of plans/specifications/addenda along with a signed statement acknowledging receipt of all listed documents. The bid shall also acknowledge receipt of all addenda and supplemental instructions at the time of the bid.

#### 1.5 BID OPENING

- A. The Owner and Architect must be **invited (at least 48 hours in advance)** to attend each bid opening. Bid openings for all trades should be conducted at the same time and date unless extenuating circumstances exist.
- B. All sub-contractor bids must be submitted to the Construction Manager in a sealed envelope, unless specifically exempted in the CM Agreement. Bids from subcontractors who are not listed on the Proposed Bidder List must not be opened, unless authorized by the Owner. Electronic bid submission & opening is acceptable if prior written approval is given by the Owner and provisions are made for the Design Professional and Owner to observe the opening.
- C. All bidding subcontractors are to list their proposed sub-subcontractor(s) in their bid proposal.

#### 1.6 EVALUATION AND AWARD

- A. The Construction Manager is to evaluate the bids and then submit results for the Owner and Architect/Engineer to review. For each bid package, submit the following documents in a single *.pdf* file:
  - 1. *Recommendation Letter* – Provide a cover letter which summarizes the scope of work and the recommended bid, including the subcontractor and total amount requested. This amount must match the amount shown on the GMP breakdown.
  - 2. *Bid Scoping Spreadsheet* – This shall be in the format shown in the attached Sample Bid Spreadsheet, no exceptions. The recommended bidder shall be listed first.
  - 3. *Subcontractor Bids* – Attach the recommended bid first, followed by all remaining bids.
    - a. Mark each page of each bid in the upper right hand corner to indicate the bidder's name.
    - b. Attach a written statement from invited bidders who declined to bid.
    - c. Any adjustments to the subcontractor bids made during the bid scoping process must be itemized on the Bid Scoping Spreadsheet and substantiated with a written statement from the bidder attached to their original bid.

d. In the event multiple bidders excluded scope from their bid, each bidder **must** be given an opportunity to quote the additional work. This opportunity must be given to the bidder in writing.

4. *Instructions to Bidders* – Include any addenda and informal instructions provided to prospective bidders. Attach any documents issued to prospective bidders which were NOT included with the drawings and specifications as issued by the Architect/Engineer. **Include signed statement from each bidder per Section 1.4 B**

B. The Architect/Engineer will review the submitted documents for compliance with the requirements of the Drawings and Specifications and then issue to the Owner a written recommendation to either accept or reject the Construction Manager's recommendation for award.

C. The Owner will then review the Architect's/Engineer's recommendation for final approval.

#### 1.7 ISSUANCE OF SUBCONTRACTS

A. The Construction Manager shall issue subcontracts for the exact amount approved by the Owner, no exceptions. Any subsequent adjustments to subcontracts must be itemized for the Owner's review on the Schedule of Values and noted as an "After-Bid Adjustment" or "Sub-Change Order."

B. Provide Owner with a copy of all executed subcontracts prior to the first pay application.

#### 1.8 CLOSEOUT

A. Upon Final Completion, the Construction Manager shall submit to the Owner a tabulation of the final contract amounts for all awarded subcontracts, including subcontractor change orders and adjustments to allowances.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

#### ATTACHMENTS:

1. Sample Bid Scoping Spreadsheet

# SAMPLE BID SPREADSHEET

<b>Bid Package: Gypsum Board</b>	<b>Bidder 1 [name]</b>	<b>Bidder 2 [name]</b>	<b>Bidder 3 [name]</b>	<b>Bidder 4 [name]</b>
Furnish/Install Gypsum Board as specified	\$384,494 <sup>1</sup>	\$390,000 <sup>1</sup>	\$401,333 <sup>1</sup>	\$420,890 <sup>1</sup>
Cold formed metal framing	Yes	Yes	Yes	Yes
Building insulation	Yes	Yes	Yes	Yes
Furring and lathing	Yes	Yes	Yes	Yes
Portland cement plaster	Yes	Yes	Yes	Yes
Gypsum wallboard systems	Yes	Yes	Yes	Yes
Install frames	\$12,000 <sup>2</sup>	Yes	Yes	Yes
MR gypsum board	Yes	Yes	Yes	Yes
Gyp board column wrapping	Yes	Yes	Yes	Yes
Rated wall assemblies	Yes	Yes	Yes	Yes
Acoustical sealants	Yes	Yes	Yes	Yes
Level 4 finish	Yes	Yes	Yes	Yes
Install access panels	Yes	\$4,100 <sup>2</sup>	Yes	Yes
Operation/Maint manuals	Yes	Yes	Yes	Yes
Bonds	Yes	Yes	Yes	Yes
<b>Total to GMP</b>	<b>\$396,494<sup>3</sup></b>	\$394,100	\$401,333	\$420,890

<sup>1</sup> must match the base bid shown on the attached original bid proposal forms from each bidder

<sup>2</sup> must be documented and attached

<sup>3</sup> this amount to match the amount being requested on the attached approval letter

<sup>4</sup> this amount to match amount shown on GMP breakdown or last approved cost estimate

## SECTION 00 43 30 –COST ESTIMATING, GMP SUBMITTAL AND SCHEDULE OF VALUES

### PART 4 - GENERAL

#### 4.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 4.2 SUMMARY

- A. Section includes administrative and procedural requirements governing Cost Estimating, GMP Submittal and Schedule of Values
  - 1. To set Owner expectations and provide guidance for cost estimates, Guaranteed Maximum Price submissions and the project's Schedule of Values
- B. Related Requirements:
  - 1. Section 00 43 20 "Construction Manager's Subcontract Bid Procedure" for procedures governing Construction Manager's bidding.

#### 4.3 COST ESTIMATING

##### **Schematic Design, Design Development, and 60% Construction Document Cost Estimates**

Cost estimates are to be submitted in the attached format. Extraordinary costs, such as offsite work, are to be included within the appropriate line item so that a total project cost is shown on the TOTAL line. Extraordinary costs are also to be itemized separately at the end of the form.

The CM is expected to take applicable codes, statutes, SREF and HCSD standards into account when estimating costs as part of Preconstruction Services, in addition to the information provided on the design documents.

Provide the level of detail that is appropriate at each design phase.

The CM is expected to work with the Design Professional and simultaneously present a budget at the time each phase of the design documents are delivered to the Owner for review. The CM shall have a representative present at all Design Owner-Architect-Contractor (OAC) meetings which will typically be held bi-weekly.

Pre-construction Services are further addressed in the AIA Contract. The CM shall also provide documentation of the expenses for Pre-Construction Services and shall only bill for the actual costs incurred. This amount shall not exceed the amount listed in the Contract without prior written approval by the Director of Facilities and Construction.

#### 4.4 GUARANTEED MAXIMUM PRICE (GMP)

The GMP is to be provided to the HCSD Project Manager and Design Professional in the format established in the CM Agreement and below. The CM is to submit one original signed copy and one signed digital copy for review by the HCSD Project Manager and Design Professional. After review and approval by both the HCSD Project Manager and Design Professional the CM will execute the AIA GMP Amendment, which shall be prepared by the Director of Facilities & Construction or his designee. The GMP document will be referenced in the GMP Amendment. The GMP Amendment will be placed on a Board agenda for approval. Upon Board approval of the GMP Amendment the Board Chair will execute the amendment. **The Owner may elect to conduct a pre-audit of the GMP using a third party auditor.**

The CM will be given a copy of the HCSD Board meeting schedule (with agenda due dates) by the HCSD Project Manager. The CM shall submit the final GMP to the Owner in ample time, prior to the agenda due date, to allow review by the Design Professional, Auditor and HCSD personnel. This shall be two weeks at a minimum or longer if requested by the District.

The cost breakdown in the attached format is to be included with the GMP Amendment. Extraordinary costs, such as offsite work, are to be included within the appropriate line item so that the TOTAL line represents the total guaranteed maximum cost. Extraordinary costs are also to be itemized separately at the end of the form.

The format included herein is intended to capture the actual subcontract values. The CM is required to modify the attached format as needed to reflect the bid packages for the specific project. For example, if Plaster and Gypsum Board are bid as a single package, show these together in one section on the GMP cost breakdown.

Line items may be added and deleted as needed for the specific project scope. Delete line items that don't apply to the project instead of marking them "not applicable".

The format included herein represents the expected minimum level of detail for the GMP breakdown. Where a line item does apply to a specific project, they may not be combined with other lines. For example, do not enter "included in amount above" or similar language on any line item.

The CM is expected to gather this information with the bids.

GMP Amendment exhibits are invalid and will be rejected in cases where they are not consistent with the requirements of the construction documents or the conditions of the CM Agreement.

Exhibit 1: List of Drawings and Specifications: Provide a list of each drawing, specification section and addendum on which the GMP is based, including the date of each document. The Design Professional is specifically required to review and approve Exhibit 1.

Exhibit 2: Alternates: Prior to preparation of the GMP, acceptable alternates will be incorporated into the base scope of the project by addendum. Exhibit 2 is to list the final status of each alternate.

Exhibit 3: Allowances: Allowances are not to be included in the Guaranteed Maximum Price breakdown unless the cost of the work cannot be accurately estimated due to concealed conditions. Allowances are to include the cost for all work that can be reasonably anticipated. **Allowances must be specifically approved in writing by the Owner and Design Professional prior to submittal of the GMP.**

Exhibit 4: Schedule of Values: GMP cost breakdown. See additional information in this standard related to the required format.

Exhibit 5: List of Itemized General Conditions: CM's proposed staffing and general conditions cost is to be approved prior to submittal of the GMP. **Lump sum General Conditions will not be allowed without prior written approval of the Director of Facilities & Construction.**

Exhibit 6: Completion Schedule: Provide a detailed critical path schedule ending on the contract completion date, as well as milestone events and phases scheduled to complete earlier.

### **Pay Applications**

HCSD will make payment in accordance with the AIA contract and Florida Statutes. Processing begins when the correct and complete pay application is received. The pay application is to be certified and sealed by the Design Professional. **Submit all original pay applications and invoices to the attention of Tiffany Parnell in the Facilities & Construction office copying the HCSD Project Manager.** Delivery to any other office will delay processing.

Facilities & Construction cannot correct minor math errors in order to expedite processing. Corrections must be made by the GC/CM and re-certified by the Design Professional if they deem necessary.

CM/GC Projects – unapproved or pending change orders and Owner Contingency Authorizations are not to be listed on the pay application. Pending changes are not to be recorded on the pay application until executed by the Owner and Design Professional.

CM/GC Projects - Expenditures from the Owner Contingency account are to be itemized and the amounts are to be cross referenced as shown on the attached sample. These expenditures must be approved in advance by the Owner & Design Professional, using the HCSD Owner's Contingency Authorization form.

CM Projects - The Schedule of Values is to be formatted in accordance with the attached Sample.

CM Projects - Submit 1 digital copy to HCSD, with complete back-up documentation in the form of receipts, invoices, subcontractor pay applications, etc., for **every** expenditure with the exception of fee and general conditions. Ensure that the Design Professional has a complete copy (either paper or electronic) in case questions arise during processing.

CM Projects - General Conditions shall be invoiced based on percent complete of the project.

CM Projects - Back up documentation is to be attached in the same order as listed on the Schedule of Values and clearly marked with the line item to which it pertains.

CM Projects - Invoices for reimbursable expenses are to be itemized and sub-totaled for each category on a summary sheet and included in the back-up.

CM Projects – Subcontractor change orders for Owner direct-purchased materials are to be recorded on the Schedule of Values on the pay application or an attached spreadsheet following issuance of the purchase order.

CM Projects - Sub-change orders for direct purchased materials are to be invoiced (credited) in the "this period" column at the same percentage as the percent complete of the overall subcontract to avoid the possibility of overpaying on the lines that include both materials and labor. See attached sample.



CM Projects - Expenditures from the CM Contingency are to be itemized and cross-referenced to the affected subcontract(s).

CM Projects - All expenditures are subject to audit, in accordance with the CM Agreement. General Conditions expenditures will be reviewed at the completion of the project by District staff or District provided third party auditor or CPA. **Owner reserves the right to conduct a pre-audit of the GMP by a third party auditor prior to Board approval.**

**ATTACHMENTS:**

Cost Estimate / GMP Breakdown format  
 Schedule of Values sample format

**[Phase \_\_\_\_ COST ESTIMATE] [GMP BREAKDOWN]**  
**School Name**  
**Date**  
**[note: see instructions on page 1]**

<b><u>General:</u></b>	
General Conditions Allowance	
CM Fee [enter amount shown in CM Agreement]	
CM Payment and Performance Bond cost	
CM Contingency	
Owner Contingency	
Reimbursable expenses listed as follows:	
Document Reproduction	
Safety Equipment	
Waste Disposal (dumpsters)	
Temporary sanitation	
Other (list):	
Subtotal Reimbursable Items:	
Total General Items	
<b><u>Sitework:</u></b>	
Mobilization, Engineering, Submittals	
Construction water and sanitary	
Site Clearing	
Earthwork	
Asphalt Pavement incl striping	
Traffic Signage	

Potable Water Distribution	
Natural Gas (site)	
Sanitary	
Stormwater	
Fire Suppression (site)	
Erosion Control	
Other: (list)	
Total Sitework Subcontract:	[enter amount to be awarded]
<b><u>Surveying</u></b>	
Surveying (breakdown as needed)	
Total Surveying Subcontract:	[enter amount to be awarded]
<b><u>Material Testing</u></b>	
[enter lists of required tests]	
Total Material Testing Subcontract:	[enter amount to be awarded]
<b><u>Landscaping and Irrigation</u></b>	
Plant Materials	
Sod	
Irrigation	
Irrigation well	
Mulch	
Total Landscaping Subcontract:	[enter amount to be awarded]

<b><u>Termite Treatment</u></b>	
Termite Treatment (breakdown as needed)	
Total Termite Treatment Subcontract:	[enter amount to be awarded]
<b><u>Fencing</u></b>	
Temporary Fencing	
Temporary Gates	
Permanent Chain Link Fencing:	
[enter breakdown of fence types]	
PE Backstops	
Decorative Fencing and gate hardware (list separately if bid separately)	
Total Fencing Subcontract:	[enter amount to be awarded]
<b><u>Concrete:</u></b>	
Mobilization, Engineering, Submittals	
Foundations	
Tie Beams	
Columns	
Stairs and ramps	
Slabs on grade	
Playcourts	
Covered Walkway Foundations and Sidewalk	
Misc Site Concrete (other sidewalks, bike storage, equipment pads)	
Other (list)	

Total Concrete Subcontract:	[enter amount to be awarded]
<b><u>Hollowcore</u></b>	
Mobilization, Engineering, Submittals	
Hollowcore	
Total Hollowcore Subcontract:	[enter amount to be awarded]
<b><u>Tilt Wall</u></b>	
Mobilization, Engineering, Submittals	
Tilt Wall (provide breakdown as needed)	
Total Tilt Wall Subcontract:	[enter amount to be awarded]
<b><u>Unit Masonry</u></b>	
Mobilization, Engineering, Submittals	
CMU	
Waterproofing	
Insulation	
Veneer Masonry	
Total Masonry Subcontract:	[enter amount to be awarded]
<b><u>Structural Steel</u></b>	
Mobilization, Engineering, Submittals	
Anchor bolts and embeds	
Fabrication	
Erection	
Misc steel (ladders, etc., list)	
Other (list):	
Total Structural Steel Subcontract:	[enter amount to be awarded]
<b><u>Railings, Decorative Metals</u></b>	
Mobilization, Engineering, Submittals	
Railings	
Sun control devices	
Other (list):	
Total Metals Subcontract:	[enter amount to be awarded]
<b><u>Roofing:</u></b>	
Mobilization, Engineering, Submittals	
Lightweight Concrete	
Insulation	
Roofing	
Sheet Metal	
Total Roofing Subcontract:	[enter amount to be awarded]
<b><u>Thermal and Moisture Protection:</u></b>	
Insulation	
Sealants (breakdown as needed)	
Elevator Pit waterproofing	
Fluid Applied Air / Water Barrier	
Other (list):	

Total Thermal and Moisture Protection Subcontract:	[enter amount to be awarded]
<b><u>Doors, Frames, Hardware (material):</u></b>	
HM Doors	
Wood Doors	
Frames	
Finish Hardware	
Total Doors, Frames, Hardware Material Subcontract:	[enter amount to be awarded]
<b><u>Coiling Doors (material)</u></b>	
Coiling Doors and Hardware	
Total Coiling Doors Subcontract:	[enter amount to be awarded]
<b><u>Doors, Frames, Hardware (installation):</u></b>	
HM Doors	
Wood Doors	
Coiling Doors	
Finish Hardware	
Total Doors, Frames, Hardware Material Subcontract:	[enter amount to be awarded]
<b><u>Windows and Storefront:</u></b>	
Submittals	
Windows	
Misc Glass	
Other (list):	
Total Windows and Storefront Subcontract:	[enter amount to be awarded]

<b><u>Framing and Gypsum Board</u></b>	
Mobilization, Engineering, Submittals	
Exterior Framing and Sheathing	
Interior Framing, Gypsum Board	
Other (list):	
Total Framing and Gypsum Board Subcontract:	[enter amount to be awarded]
<b><u>Plaster and Stucco</u></b>	
Mobilization, Engineering, Submittals	
Lath	
Plaster and Stucco	
Scaffolding	
Other (list):	
Total Plaster and Stucco Subcontract:	[enter amount to be awarded]
<b><u>Acoustical Ceilings</u></b>	
Grid	
Panels	
Other (list):	
Total Acoustical Ceilings Subcontract:	[enter amount to be awarded]
<b><u>Flooring - Resilient</u></b>	

Floor Prep	
Carpet	
Vinyl Tile	
Waxing	
Stair accessories	
Vinyl Base	
Protection of finished floor	
Other (list):	
Total Resilient Flooring Subcontract:	[enter amount to be awarded]
<b><i>Final Clean</i></b>	
Final Cleaning	
Floor Waxing	
Other (list):	
Total Final Cleaning Subcontract:	[enter amount to be awarded]
<b><i>Tile</i></b>	
Surface Prep	
Ceramic Floor Tile	
Ceramic Wall Tile	
Quarry Tile	
Window Sills, floor transitions and Accessories	
Protection of finished floor	
Other (list):	
Total Tile Subcontract:	[enter amount to be awarded]

<b><u>Painting</u></b>	
Interior Walls	
Interior Ceilings	
Interior floor sealer and coatings	
Interior Exposed Structure	
Exterior Walls and Columns	
Exterior Soffits	
Traffic Toppings	
Door Frames	
Playcourt Striping	
Other (list):	
Total Painting Subcontract:	[enter amount to be awarded]
<b><u>Miscellaneous Specialties (group by subcontract):</u></b>	
Markerboards and Tackboards	
Exterior Louvers	
Lockers	
Fire Extinguishers and Cabinets	
Toilet Partitions and toilet accessories	
Misc (flagpole, bike racks, etc., list)	
Clocks	
PE and Athletic equip (list, ie basketball goals, scoreboards, etc)	
Other (list)	
Total Miscellaneous Specialties Subcontract:	[enter amount to be awarded]
<b><u>Signage:</u></b>	
Signage	
Total Signage Subcontract:	[enter amount to be awarded]
<b><u>Residential Appliances:</u></b>	
Residential Appliances	
Total Residential Appliance Subcontract:	[enter amount to be awarded]
<b><u>Kitchen Equipment:</u></b>	
Kitchen Equipment	
Cooler / Freezer	
Exhaust Hood	
Fire Suppression System	
Metal Fabrications	
Total Kitchen Equipment Subcontract:	[enter amount to be awarded]
<b><u>Library Shelving:</u></b>	
Library Shelving	
Total Library Shelving Subcontract:	[enter amount to be awarded]
<b><u>Stage Curtains:</u></b>	
Stage Curtains	
Total Stage Curtains Subcontract:	[enter amount to be awarded]

<b><u>Pre-Engineered Walkway Canopy:</u></b>	
Engineering, Submittals, Mobilization	
Walkway Canopy	
Total Walkway Canopy Subcontract:	[enter amount to be awarded]
<b><u>Casework:</u></b>	
Casework	
Total Casework Subcontract:	[enter amount to be awarded]
<b><u>Lab Equipment:</u></b>	
Service Islands	
Student Tables	
Fume Hood	
Emergency Shower/eyewash	
Other (list):	
Total Lab Equipment Subcontract:	[enter amount to be awarded]
<b><u>Window Treatment</u></b>	
Vertical Blinds	
Total Window Treatment Subcontract:	[enter amount to be awarded]
<b><u>Motorized Projection Screens:</u></b>	
Projection Screens	
Total Projection Screens Subcontract:	[enter amount to be awarded]
<b><u>Elevator</u></b>	
Elevator	
Elevator Finishes	
12 Month Preventative Maintenance	
Total Elevator Subcontract:	[enter amount to be awarded]
<b><u>Mechanical</u></b>	
Engineering, Submittals, Mobilization	
HVAC Equipment	
Ductwork	
Underground Chilled Water Piping	
Above Ground Chilled Water Piping	
Controls	
Other (list)	
Total Mechanical Subcontract:	[enter amount to be awarded]
<b><u>Test and Balance</u></b>	
Test and Balance	
Total Test and Balance Subcontract:	[enter amount to be awarded]
<b><u>Plumbing</u></b>	
Natural Gas (within building)	
Fixtures	
Water	
Sanitary	

Storm	
Grease	
Condensate	
Insulation	
Total Plumbing Subcontract:	[enter amount to be awarded]
<b><u>Fire Protection</u></b>	
Engineering, Submittals, Mobilization	
Fire Protection	
Total Fire Protection Subcontract:	[enter amount to be awarded]
<b><u>Electrical</u></b>	
Temporary Construction Power and Lighting	
Power	
Lighting	
Site Lighting	
Other (specify)	
Stage sound and lighting system	
Total Electrical Subcontract:	[enter amount to be awarded]
<b><u>Low Voltage Systems</u></b>	
Security	
Voice/Data	
Fire Alarm	
Intercom	
AV System	
Total Low Voltage Systems Subcontract:	[enter amount to be awarded]
<b>Total GMP:</b>	

**Extraordinary Costs included above**




A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	PREVIOUS APPLICATION	THIS PERIOD	MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			<b>WORK COMPLETED</b>						
1	<b>GENERAL CONDITIONS</b>	154,222.00							
2	<b>CM FEE</b>	57,000							
3	<b>REIMBURSABLE ITEMS</b>								
	1) Payment and Performance Bond	16,800.00							
	2) Dumpsters	1,500.00							
	Transfer from line 2.5	200.00							
	3) Portable toilets	\$3,000.00							
	4) Job site office	\$10,000.00							
	5) Printing	10,000.00							
	Transfer to line 2.2	-200.00							
4	<b>SITework: \$31,000 [SUBCONTRACTOR NAME]</b>								
	1) Site Clearing	7,000.00							
	2) Earthwork	10,000.00							
	3) Potable water	1,000.00							
	4) Sanitary System	13,000.00							
	Sub CO#1 – OCA 01 - additional clearing	4,000.00							
	Sub CO#2 – Owner Direct Purchase credit	-5,000.00							
	Sub CO#3 – re-grade damaged areas – xfer from line 5	700.00							
	Revised contract value:	\$30,700							

Typical: amounts must match GMP

Typical: list the reimbursable amounts in the same order, same description, and same starting value as listed in the GMP, and itemize adjustments as shown

Typical: starting value to match the amount approved on the Planning and Construction database

Typical: total must match the amount in column B

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 2 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATION	THIS PERIOD					
<b>5</b>	<b>LANDSCAPE \$7,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Plant Materials	6,000.00							
	2) Irrigation	1,000.00							
	Sub CO#1 – Owner Direct Purchase Credit	-200.00							
	Sub CO#2 – backcharge for regrading – xfer to line 4	-700.00							
	Revised contract value:	<b>\$6,100.00</b>							
<b>6</b>	<b>CONCRETE: \$95,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Foundation	20,000.00	15,000.00	5,000.00		15,000.00	100%	0.00	1,500.00
	2) Reinforcing Steel	14,000.00	14,000.00			14,000.00	100%	0.00	1,400.00
	3) Cast-in-place concrete	21,000.00	10,000.00			10,000.00	48%	11,000.00	1,000.00
	4) Form Work	21,000.00	21,000.00			21,000.00	100%	0.00	2,100.00
	5) Playcourt expansion	15,000.00		10,000.00		10,000.00	67%	5,000.00	1,000.00
	6) Sidewalks	4,000.00					0%	4,000.00	
	Sub CO#1 - Owner Direct Purchase credit	-30,000.00				(20,700.00)	69%	(9,300.00)	(2,070.00)
	Sub CO#2 – replace broken sidewalk – xfer from CM cont	800.00					0%	800.00	
	Revised contract value:	<b>\$64,200.00</b>							
<b>7</b>	<b>MASONRY: \$188,000.00 [SUBCONTRACTOR NAME]</b>								
	1) CMU inc. insulation	28,000.00							
	2) CMU reinforcing steel	10,000.00							
	3) Brick masonry	150,000.00							
	Sub CO#1 – Owner Direct Purchase credit	-50,000.00							
	Revised contract value:	<b>138,000.00</b>							

← Typical: backcharge subcontractors where appropriate

Typical: percent complete for direct purchase credit must equal or exceed the percent complete of the work, where material and labor costs are combined in the line items of the breakdown

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 3 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATION	THIS PERIOD					
<b>8</b>	<b>STEEL \$121,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Elevated Floor & Roof Framing	10,000.00							
	2) Steel Joists	12,000.00							
	3) Steel Columns	33,000.00							
	4) Steel Beams	66,000.00							
	Sub CO#1 – Owner Direct Purchase credit	-50,000.00							
	Revised contract value:	<b>71,000.00</b>							
<b>9</b>	<b>CARPENTRY: \$12,000 [SUBCONTRACTOR NAME]</b>								
	Rough Carpentry, misc	12,000.00							
	Sub CO#1 – additional blocking – xfer from buyout	300.00							
	Revised contract value:	<b>12,300.00</b>							
<b>10</b>	<b>ROOFING \$46,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Insulation	10,000.00							
	2) Built Up Roofing	34,000.00							
	3) Preformed Metal Roofing	2,000.00							
	Sub CO#1 – OCA 02 – repair existing roof drains	1,000.00							
	Sub CO#2 – Owner Direct Purchase credit	-10,300.00							
	Revised contract value	<b>36,700.00</b>							
<b>11</b>	<b>DOORS, FRAMES &amp; HRDWE \$19,600 [SUBCONTRACTOR NAME]</b>								
	1) Hollow Metal Frames	5,000.00							
	2) Wood Doors	2,000.00							

← Typical: itemize all adjustments and note funding source

	3) Finish Hardware	10,000.00							
	4) Door Installation	2,600.00							
	Sub CO#1 – Owner Direct Purchase credit	-10,000.00							
	Revised contract value:	<b>9,600.00</b>							
AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 4 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
			WORK COMPLETED						
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	PREVIOUS APPLICATION	THIS PERIOD	MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
12	<b>FLOORING \$15,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Hard Tile	4,000.00							
	2) VCT	11,000.00							
	Revised contract value:	<b>15,000.00</b>							
13	<b>GYP BOARD &amp; FRAMING – 140,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Gyp Board Systems	100,000.00							
	2) Metal Framing & Gyp boards	40,000.00							
	Sub CO#1 - Owner Direct Purchase credit	-40,000.00							
	Revised contract value:	<b>100,000.00</b>							
14	<b>ACOUSTICAL CEILINGS \$7,800.00 [SUBCONTRACTOR NAME]</b>								
	1) Acoustical Ceilings	7,800.00							
	Revised contract value:	<b>7,800.00</b>							
15	<b>PLASTER &amp; STUCCO \$104,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Stucco	100,000.00							
	2) Plaster Ceilings	4,000.00							
	Sub CO#1 – Owner Direct Purchase credit	-3,000.00							
	Revised contract value:	<b>101,000.00</b>							

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16	<b>PAINTING \$31,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Exterior Painting	14,000.00							
	2) Interior Painting	17,000.00							
	Sub CO#1 - caulk exterior expansion joints – xfer from buyout	1,000.00							
	Revised contract value:	<b>32,000.00</b>							

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 5 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATION	THIS PERIOD					
<b>17</b>	<b>CABINERY \$35,000.00 [SUBCONTRACTOR NAME]</b>								
	) Cabinets	35,000.00							
	Sub CO#1 – repair damage – xfer from line #21	900.00							
	Revised contract value:	<b>35,900.00</b>							
<b>18</b>	<b>MARKERBOARDS \$6,800.00 [SUBCONTRACTOR NAME]</b>								
	) Marker boards	6,800.00							
	Sub CO#1 – Owner Direct Purchase credit	-1,000.00							
	Revised contract value:	<b>5,800.00</b>							
<b>19</b>	<b>SPECIALTIES: \$5,000.00 [SUBCONTRACTOR NAME]</b>								
	1) All Specialties	4,700.00							
	Sub CO#1 – overtime work – xfer from CM contingency	200.00							
	Revised contract value:	4,900.00							
<b>20</b>	<b>SPRAYED FIRE RESISTIVE \$14,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Sprayed fire proofing	14,000.00							
	Sub CO#1 - patch beams – xfer from CM contingency	2,000.00							
	Revised contract value:	<b>16,000.00</b>							

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 6 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATION	THIS PERIOD					
<b>21</b>	<b>HVAC: \$98,000.00 [SUBCONTRACTOR NAME]</b>								
	1) HVAC equipment	53,000.00							
	2) Ductwork	31,000.00							
	3) Piping	1,000.00							
	4) Controls	13,000.00							
	Sub CO#1 - Owner Direct Purchase credit	-7,000.00							
	Sub CO#2 - repair damage to cabinetry – xfer to line #17	-900.00							
	Revised contract value:	<b>90,100.00</b>							
<b>22</b>	<b>ELECTRICAL: \$99,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Power	40,000.00							
	2) Lighting	30,000.00							
	3) Security	4,000.00							
	4) Data/telephones	6,000.00							
	5) Fire alarm	6,000.00							
	6) Intercommunications	13,000.00							
	Sub CO#1 - repair fixtures at kitchen – xfer from CM cont	1,800.00							
	Sub CO#2 – Owner Direct Purchase credit	-10,000.00							
	Revised contract value:	<b>90,800.00</b>							
<b>23</b>	<b>PLUMBING \$34,000.00 [SUBCONTRACTOR NAME]</b>								
	1) Plumbing	34,000.00							
	Revised contract value:	<b>34,000.00</b>							

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT								Page 7 of 7	Pay App #
A	B	C	D	E	F	G	H	I	
ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIAL STORED THIS PERIOD	COMPLETE & STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATION	THIS PERIOD					
24	<b>Owner Contingency \$70,000.00</b>								
	OCA #1 – additional site clearing – to line 4	-4,000.00							
	OCA #2 – repair roof drains – to line 10	-1,000.00							
	<b>Current Contingency Balance:</b>	<b>65,000.00</b>							
25	<b>C.M. Contingency \$70,000.00</b>								
	Transfer to Line 6 – repair broken sidewalk	-800.00							
	Transfer to Line 19 - overtime expense	-200.00							
	Transfer to Line 20 – patch beams	-2,000.00							
	Transfer to Line 22 – repair fixtures	-1,800.00							
	<b>C.M. Contingency Balance:</b>	<b>\$65,200.00</b>							
26	<b>GMP dollars remaining (buyout balance)</b>	<b>21,939.00</b>							
27	Change Order #1 – Owner Direct Purchase Initial Credit	<b>-300,000.00</b>							
	Amounts recorded above as subcontractor change orders	203,500.00							
28	<b>TOTAL</b>	000.00							

Reconcile direct purchase adjustments shown under individual subcontracts here, to avoid duplication in the total below

This amount is to match the **current contract value** shown on the certification page



END OF SECTION 00 43 30