

# AIA® Document G704™ – 2000

## Certificate of Substantial Completion

**PROJECT:**  
*(Name and address)*  
Lake View Elementary & Emma Booker  
Elementary - Cooler and Freezer  
Replacement  
Sarasota, Florida

**PROJECT NUMBER:** 1/16010  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** May 25, 2016

**OWNER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO OWNER:**  
*(Name and address)*  
The School Board of Sarasota County,  
Florida  
1960 Landings Boulevard  
Sarasota, Florida 34231

**TO CONTRACTOR:**  
*(Name and address)*  
Willis A. Smith Construction, Inc.  
5001 Lakewood Ranch Boulevard N.  
Sarasota, Florida 34240

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

Emma Booker Elementary - Cooler and Freezer Replacement

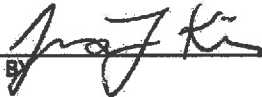
The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

**Warranty**  
One (1) Year

**Date of Commencement**  
8-9-2016

Fawley Bryant Architects, Inc.

ARCHITECT

BY 

8/7/16  
DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective:** \$TBD, per attached punch list.

The Contractor will complete or correct the Work on the list of items attached hereto within Ninety (90) days from the above date of Substantial Completion.

Willis A. Smith Construction, Inc.

CONTRACTOR

BY 

8-9-2016  
DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 10:30 a.m. (time) on 8-9-2016 (date).

The School Board of Sarasota  
County, Florida

OWNER

BY 

Don Hampton  
8/9/16  
DATE

Digitally signed by Don Hampton  
DN: cn=Don Hampton, o=SCSB,  
ou=Facilities Services,  
email=don.hampton@sarasotaco  
untyschools.net, c=US  
Date: 2017.01.24 14:44:02 -05'00'

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

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User Notes:

(1953461868)

Owner - Maintenance, security, HVAC/heat, utilities and insurance.  
Contractor - All guarantees and warranties as provided in the Contract Documents.

August 09, 2016

## Emma Booker Elementary Freezer/Cooler - Punch List

Project Name: Emma Booker Elementary Freezer/ Cooler  
Owner: SBSC  
Architect: Fawley Bryant Architects, Inc.  
Construction Manager: Willis Smith

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### Attendees:

Jenna Kiser	FBA
Angel Ortiz	WS
Chris Kutscher	WS
CJ Fishman	Fishman
Bryan Zapf	ME3
Mike Osborne	SBSC
Cecil Peel	SBSC
Allen	SBSC

A walk through of Project Name building was held on August 09, 2016. The following is a detailed list of findings.

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### General:

1. The GC shall provide a PVC jacket over the condensate drains in both the freezer and cooler for some degree of protection over the condensate drain insulation.
2. The mechanical subcontractor shall provide a surface mounted raceway to protect the thermostat wiring in the dry storage room.
3. The electrical subcontractor shall aim the emergency egress fixture lighting heads in the direction of egress.
4. The GC/electrical subcontractor shall provide an additional safety switch for the freezer evaporator labeled "Defrost". This safety switch should be located immediately adjacent to the existing evaporator safety switch inside the freezer. Capture, extend and modify as required the defrost cycle conductors to ensure all conductors (between both safety switches) allow the evaporator to be safe while being worked-on by the Owner's maintenance personnel.
5. The electrical subcontractor shall provide final engraved equipment labels and panelboard schedules.
6. The GC shall anchor the condensing units on their respective pads.
7. Remove the stainless steel cover over the condensate drain line of the Walk ins and extend the drain to about a 1" air gap length over the floor drain
8. Provide white PVC cover over the drain lines in both walk ins.

Emma Booker Elementary Freezer/Cooler – Punch List

August 09, 2016

Page 2 of 2

9. Fill all gaps with caulking where the diamond tread plate meet the walls of the outside cooler and freezer.
10. Caulk the diamond tread plate in the dry storage room where there are any gaps.
11. Add a wire mold at dry storage.
12. Remove MC Cable from old lighting

**End of punch list**



# AIA® Document G704™ – 2000

## Certificate of Substantial Completion

**PROJECT:**  
*(Name and address)*  
Lake View Elementary & Emma Booker  
Elementary - Cooler and Freezer  
Replacement  
Sarasota, Florida

**PROJECT NUMBER:** 1/16010  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** May 25, 2016

**OWNER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

**TO OWNER:**  
*(Name and address)*  
The School Board of Sarasota County,  
Florida  
1960 Landings Boulevard  
Sarasota, Florida 34231

**TO CONTRACTOR:**  
*(Name and address)*  
Willis A. Smith Construction, Inc.  
5001 Lakewood Ranch Boulevard N.  
Sarasota, Florida 34240

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

Lakeview Elementary - Cooler and Freezer Replacement

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

**Warranty**  
One (1) Year

**Date of Commencement**  
8-2-2016

Fawley Bryant Architects, Inc.

ARCHITECT

BY

8-2-16  
DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective:** \$TBD, per attached punch list.

The Contractor will complete or correct the Work on the list of items attached hereto within Ninety (90) days from the above date of Substantial Completion.

Willis A. Smith Construction, Inc.

CONTRACTOR

BY

8-2-2016

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 2:30 p.m. (time) on 8-2-2016 (date).

The School Board of Sarasota  
County, Florida

OWNER

BY

Don Hampton

Digitally signed by Don Hampton  
DN: cn=Don Hampton, o=SCSB, ou=Facilities Services,  
email=don.hampton@sarasotacounty.k12.fl.us, c=US  
Date: 2017.01.05 09:42:20 -05'00'

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

(Con't. next page)

Owner - Maintenance, security, HVAC/heat, utilities and insurance.  
Contractor - All guarantees and warranties as provided in the Contract Documents.

August 02, 2016

## Lakeview Elementary Freezer/Cooler - Punch List

Project Name: Lakeview Elementary Freezer/ Cooler  
Owner: SBSC  
Architect: Fawley Bryant Architects, Inc.  
Construction Manager: Willis Smith

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### Attendees:

Jenna Kiser	FBA
Nathan Carr	WS
Chris Kutscher	WS
CJ Fishman	Fishman
Bryan Zapf	ME3
Mike Osborne	SBSC
Jody Dumas	SBSC
Tracy	FNS

A walk through of Project Name building was held on August 02, 2016. The following is a detailed list of findings.

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### General:

- The electrical subcontractor shall provide additional sealant to stop condensation of the conduit entering the freezer/coolers as per NEC Article 300.7(A). Provide a seal-off fitting if the sealant cannot be effective.
- The electrical subcontractor shall provide a continuous equipment ground in the fenced condensing unit yard for all service disconnects.
- The electrical subcontractor shall support all MC flexible cables as per code above the freezer/coolers in the locations detailed by the electrical inspector.
- The GC/electrical subcontractor shall contact the freezer/cooler manufacturer and confirm that a timer that controls the defrost cycle can be made safe at the condensing unit when the safety switch is opened. If it cannot be made safe (due to the controls sequence), then provide additional signage indicating that the evaporator safety switch must be opened for any service and/or maintenance tasks. The Engineer recommends that the manufacturer provide a remedy to ensure that this equipment can be made safe during servicing and/or maintenance tasks. Report the results (in writing) to the Owner, Architect, Kitchen consultant and Engineer.

### Walk in Freezer:

- Need to put Stainless steel screws in existing holes to fill openings
- Caulking needs to be installed where the diamond tread plate meets the box at the lower right corner by the door on the outside of the freezer

**Lakeview Elementary Freezer/Cooler – Punch List**

August 02, 2016

Page 2 of 2

- Need to finish the stainless steel trim piece on top of the box to the ceiling filling the open space. Then run a bead of caulking across the outside top of the trim strips across the entire width to seal it to the ceiling
- Need to install a 90 degree PVC for the condensate drain tube to eliminate any chance of kinking

**Walk in Cooler and Freezer:**

- Need to add nonskid strips inside both boxes on the thresh holds to avoid possible slipping

**Dry Storage Room:**

- Need to caulk all areas of the diamond tread plate on the side of the Walk in to the floor and walls filling all gaps

**End of punch list**





CONTRACTOR'S APPLICATION AND CERTIFICATE FOR PAYMENT

FROM: Willis A Smith Construction, Inc.  
5001 Lakewood Ranch Blvd N  
Sarasota, FL 34240  
941-366-3116 Fax (941) 954-5509

TO: School Bd. of Sarasota County  
1960 Landings Boulevard  
Sarasota, FL 34231

CUSTOMER: 1-0108

INVOICE #: 12014194

INVOICE DATE: 12/31/2016

PERIOD TO: 12/31/2016

ARCHITECT:

PROJECT: 1-16010-1

Emma Booker ES and Lakeview ES

CONTRACT DATE:

APPLICATION #: 1-16010-00004

APPLICATION FOR PAYMENT

1. ORIGINAL CONTRACT SUM \$426,481.00

2. Net Change by Change Orders -\$75,870.96

3. CONTRACT SUM TO DATE (Line 1 +/- 2) \$350,610.04

4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet) \$350,610.04

5. RETAINAGE:

a. Completed Work (Column D+E on Continuation Sheet) 0.00

b. Stored Material (Column F on Continuation Sheet) 0.00

Total Retainage (Line 5a +5b) or Total in Column I on Continuation Sheet \$0.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$350,610.04

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$343,742.32

8. SALES TAX (if applicable) \$0.00

9. CURRENT PAYMENT DUE **FINAL** \$6,867.72

10. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6) \$0.00

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 amounts have been paid by the Contractor for the Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

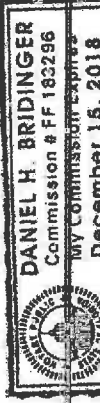
CONTRACTOR: Willis A Smith Construction, Inc.

By: WAS Date: 1/3/2017

State of Florida County of Sarasota

Personally known to me and Subscribed and sworn to before me this 3rd day of January 2017

Notary Public: W. B. B. B.



CERTIFICATE FOR PAYMENT In accordance with the Contract Documents, based on the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$6,867.72

ARCHITECT:

By: proykin Date: 1/4/17

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Don Hampton  
Digitally signed by Don Hampton  
DN: cn=Don Hampton, o=SCSB, ou=Facilities Services,  
email=don.hampton@sarasotaco  
untyschools.net, c=US  
Date: 2017.01.05 07:48:15 -05'00'

# REQUEST FOR PAYMENT DETAIL

Project: 1-16010-1 / Emma Booker ES and Lakevi  
 12014194  
 Period Ending Date: 12/31/2016 Detail Page 1 of 1 Pages

Item ID A	Description B	Total Contract Amount C	Previously Completed Work D	Work Completed This Period E	Presently Stored Materials F	Completed, And Stored To Date G	% Comp H	Balance To Finish H	Retainage Balance I
1-010	General Requirements	74,518.00	70,326.00	4,192.00		74,518.00	100.00		
1-020	Construction Contingency								
1-030	Preconstruction Expenses	3,640.00	3,640.00			3,640.00	100.00		
1-040	General Liability Insurance	3,490.00	3,490.00			3,490.00	100.00		
1-050	Payment/Performance Bond	3,241.00	3,241.00			3,241.00	100.00		
1-060	Contractor Fee	25,731.04	25,222.32	508.72		25,731.04	100.00		
2-100	Demolition	14,235.00	14,235.00			14,235.00	100.00		
3-100	Concrete/Masonry	12,957.00	12,957.00			12,957.00	100.00		
5-100	Structural Steel	14,990.00	14,990.00			14,990.00	100.00		
5-200	Ornamental Metals	5,540.00	3,614.00	1,926.00		5,540.00	100.00		
6-100	Rough Carpentry	220.00	220.00			220.00	100.00		
8-100	Doors/Frames/Hardware	1,253.00	1,253.00			1,253.00	100.00		
9-100	Stucco/Drywall	1,800.00	1,800.00			1,800.00	100.00		
9-200	Flooring	8,537.00	8,537.00			8,537.00	100.00		
9-300	Acoustical Ceiling	595.00	595.00			595.00	100.00		
9-400	Painting	675.00	675.00			675.00	100.00		
10-100	Signage								
11-100	Equipment	152,154.00	151,913.00	241.00		152,154.00	100.00		
21-100	Fire Suppression	5,900.00	5,900.00			5,900.00	100.00		
22-100	Plumbing	6,500.00	6,500.00			6,500.00	100.00		
25-100	Electrical	14,434.00	14,434.00			14,434.00	100.00		
<b>Totals</b>		<b>350,610.04</b>	<b>343,742.32</b>	<b>6,867.72</b>		<b>350,610.04</b>	<b>100.00</b>		