



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE: November 24, 2025

AGENDA ITEM: Discussion and Consideration of Pay Application #2 Cornerstone Excavating, Inc. – Earth Stockpile Spread Project

ACTION: Approval

Background

The City of Tiffin entered into a contract with Cornerstone Excavating, Inc. for the Earth Stockpile Spread project. The original contract amount was \$138,050.00. Approved change orders have increased the contract sum by \$14,825.25, bringing the total contract amount to \$152,875.25.

- **Total completed and stored to date:** \$151,652.75
- **Retainage (3%):** \$4,549.58
- **Total earned less retainage:** \$147,103.17
- **Less previous payments:** \$141,283.17
- **Current payment due: \$5,820.00**
- **Balance to finish (including retainage):** \$5,772.08

The work has been verified by the Construction Manager and Architect as being in accordance with contract documents.

Recommendation

City Engineer recommends approval of **Pay Application #2** in the amount of **\$5,820.00** to Cornerstone Excavating, Inc.

ATTACHMENTS: Pay Application

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

Page 1

CONTRACTOR: SUBCONTRACTOR: CONTRACT FOR:	Cornerstone Excavating, Inc. PO Box 928 Washington, IA 52353 City of Tiffin	PROJECT: EARTH STOCKPILE SPREAD JOH067 TIFFIN, IA VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	APPLICATION NUMBER: 2 APPLICATION DATE: 11/12/25 PERIOD TO: 11/12/25 PROJECT NOS.: CONTRACT DATE: BJ Miller	Distribution to: ☐ OWNER ☐ CONSTRUCTION MANAGER ☐ ARCHITECT ☐ CONTRACTOR
---	--	--	--	---

CONTRACTOR'S APPLICATION FOR PAYMENT

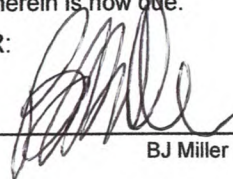
Application is made for payment, as shown below, in accordance with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$138,050.00	
2. Net Change By Change Orders.....	\$14,825.25	
3. CONTRACT SUM TO DATE (Line 1 +2).....	\$ 152,875.25	
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$151,652.75	
5. RETAINAGE:		
a. 3% % of Completed Work (Columns D & E on G703)	\$4,549.58	
b. 3% % of Stored Material (Column F on G703)	\$0.00	
Total Retainage (Line 5a + 5b or Total in Column 1 of G703)	\$4,549.58	
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$147,103.17	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$141,283.17	
8. CURRENT PAYMENT DUE	\$5,820.00	
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 5,772.08	

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 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:

BY:


BJ Miller

DATE

11/12/25

State of: _____ County of: _____
 Subscribed and sworn before me this _____ day of _____, 2016
 Notary Public:
 My Commission Expires: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his 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..... \$ 5,820.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:

By:

Date:

ARCHITECT:

By:

Date: 11/14/2025

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.

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

EARTH STOCKPILE SPREAD

JOH067
TIFFIN, IA

APPLICATION NO: 2
APPLICATION DATE: 11/12/2025
PERIOD TO: 11/12/2025
ARCHITECT'S PROJECT NO:

A	B	C				D	E		F	G		H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE				WORK COMPLETED				MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE 3%
						FROM PREVIOUS APPLICATION (D+E)		THIS PERIOD						
		QTY	UNIT	UNIT \$	TOTAL \$	QTY	TOTAL \$	QTY	TOTAL \$					
1	Excavation, Class 10	1	LS	\$122,500.00	\$122,500.00	1.0	\$122,500.00	-	\$0.00		\$122,500.00	100%	\$0.00	\$3,675.00
2	Fertilizing & Mulching, Type 1	1	LS	\$3,500.00	\$3,500.00	-	\$0.00	1.0	\$3,500.00		\$3,500.00	100%	\$0.00	\$105.00
3	Silt Fence	2,000	LF	\$1.50	\$3,000.00	1,185.0	\$1,777.50	-	\$0.00		\$1,777.50	59%	\$1,222.50	\$53.33
4	& Management	1	LS	\$5,000.00	\$5,000.00	0.5	\$2,500.00	0.5	\$2,500.00		\$5,000.00	100%	\$0.00	\$150.00
5	Mobilization	1	LS	\$4,050.00	\$4,050.00	1.0	\$4,050.00	-	\$0.00		\$4,050.00	100%	\$0.00	\$121.50
0	0	-	0	\$0.00	\$0.00	-	\$0.00	-	\$0.00		\$0.00		\$0.00	\$0.00
0	0	-	0	\$0.00	\$0.00	-	\$0.00	-	\$0.00		\$0.00		\$0.00	\$0.00
TOTALS		\$138,050.00				\$130,827.50		\$6,000.00		\$0.00	\$136,827.50	99.00%	\$1,222.50	\$4,104.83
CHANGE ORDERS														
1	Junk Ditch Clean Out, Excess Class 10	1	LS	\$ 14,825.25	\$ 14,825.25	1.0	\$14,825.25	-	\$0.00		\$14,825.25	100%	\$0.00	\$444.76
TOTAL CHANGE ORDERS		\$14,825.25				\$14,825.25		\$0.00		\$0.00	\$14,825.25	100%	\$0.00	\$444.76
TOTALS & CHANGE ORDERS		\$152,875.25				\$145,652.75		\$6,000.00		\$0.00	\$151,652.75	99%	\$1,222.50	\$4,549.58