



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	October 3, 2025
AGENDA ITEM:	Discussion and Consideration of Pay Application #5 – Miron Construction, Recreation Center
ACTION:	Approval

Purpose

To request Council approval of Pay Application #5 from Miron Construction Co., Inc. for work completed on the Tiffin Recreation Center project.

Background

Miron Construction is the general contractor for the Tiffin Recreation Center project. The original contract amount was \$12,435,142.00. A change order approved on September 25, 2025 reduced the contract by \$1,042,001.88, resulting in a revised contract total of \$11,393,140.12.

Pay Application #5 covers the period ending September 30, 2025, and includes:

- Total completed and stored to date: \$749,806.93
- Retainage (5%): \$37,490.35
- Total earned less retainage: \$712,316.58
- Less previous payments: \$519,083.09
- Current payment due: \$193,233.49
- Balance to finish, including retainage: \$10,680,823.54

This application has been reviewed and certified by Atura Architecture, the project architect, and is recommended for approval.

Recommendation

Staff recommends approval of Pay Application #5 in the amount of \$193,233.49 to Miron Construction Co., Inc. for work completed on the Tiffin Recreation Center project.

ATTACHMENTS: Pay App

APPLICATION AND CERTIFICATE FOR PAYMENT

Page: 1 of 4

TO OWNER: City of Tiffin
300 Railroad St
Tiffin, IA 52340
USA

PROJECT: City of Tiffin Community Recreation Center
105 S Park Road
Tiffin, IA 52340
USA

FROM Miron Construction Co., Inc.
CONTRACTOR: PO Box 1372
Green Bay, WI 54305-1372

ARCHITECT: Atura Architecture
912 North 13th Street
Clear Lake, IA 50428

APPLICATION NO.: 5
PERIOD TO : 09/30/2025
PROJECT NOS.: 250120
INVOICE NO.: 250120-0005
CONTRACT DATE : 11/19/2024

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐
☐

CONTRACT FOR: City of Tiffin Community Recreation Center

APPLICATION AND CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	12,435,142.00
2. Net change by change orders	\$	-1,042,001.88
3. CONTRACT SUM TO DATE (Line1 +/- 2)	\$	11,393,140.12
4. TOTAL COMPLETED & STORED TO DATE	\$	749,806.93
(Column G on G703)		
5. RETAINAGE:		
(Total retainage Column I of G703)	\$	37,490.35
6. TOTAL EARNED LESS RETAINAGE	\$	712,316.58
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		
(Line 6 from prior Certificate)	\$	519,083.09
8. CURRENT PAYMENT DUE	\$	193,233.49
9. BALANCE TO FINISH, INCLUDING RETAINAGE		
(Line 3 less Line 6)	\$	10,680,823.54

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		0.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
CO001	09/25/2025		-1,042,001.88
Current Total:		0.00	-1,042,001.88
Net Change by Change Orders			-1,042,001.88

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.

WARNING: DO NOT CHANGE ESTABLISHED PAYMENT INSTRUCTIONS FOR PAYMENTS TO MIRON CONSTRUCTION CO., INC.. Miron Construction Co., Inc. does not change its bank routing or account numbers. Do not accept or rely upon emails or correspondence requesting changes to Miron Construction Co., Inc.'s established payment instructions. Any change to Miron Construction Co., Inc.'s payment instructions can only be made by a fully executed Change Order to the Agreement between Owner and Miron Construction Co., Inc..

Contractor: Miron Construction Co., Inc.

By: [Signature] Date: September 30, 2025

State of: Wisconsin

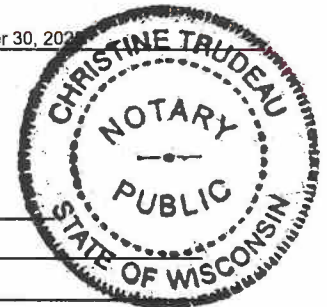
County of: Winnebago

Subscribed and sworn to before

me this 30 day of September 2025

Notary Public:

My Commission expires: 10/31/26



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising 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 Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$

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

By: _____
City of Tiffin

ARCHITECT: Atura Architecture

By: _____ Date: _____

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.

Miron Construction Co., Inc.

CONTINUATION SHEET

AIA DOCUMENT G703

Page: 2

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 5

APPLICATION DATE: 09/30/2025

INVOICE NO.:

PERIOD TO: 09/30/2025

250120-0005

PROJECT NO: 250120

A	B	C			D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C)	BALANCE TO FINISH	RETAINAGE
		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
005	General Conditions	503,136.00	0.00	503,136.00	78,615.00	31,446.00	0.00	110,061.00	22	393,075.00	5,503.05
010	General Requirements	206,878.00	0.00	206,878.00	14,336.53	6,760.58	0.00	21,097.11	10	185,780.89	1,054.86
015	Construction Manager Contingency	567,585.00	-64,310.00	503,275.00	0.00	0.00	0.00	0.00	0	503,275.00	0.00
016	Owner Contingency	0.00	350,492.00	350,492.00	0.00	0.00	0.00	0.00	0	350,492.00	0.00
020	Construction Fee	500,822.00	-42,001.00	458,821.00	229,717.80	8,198.62	0.00	237,916.42	52	220,904.58	11,895.81
025	Preconstruction Services	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	500.00
030	Railroad Insurance	5,050.00	0.00	5,050.00	5,050.00	0.00	0.00	5,050.00	100	0.00	252.50
035	Cast In Place Concrete	813,985.00	71,716.00	885,701.00	0.00	400.00	0.00	400.00	0	885,301.00	20.00
040	Masonry	344,553.00	-167,058.00	177,495.00	0.00	0.00	0.00	0.00	0	177,495.00	0.00
045	Steel Fabrication and Erection	987,710.00	97,290.00	1,085,000.00	0.00	15,912.50	0.00	15,912.50	1	1,069,087.50	795.63
050	General Trades	327,150.00	62,793.00	389,943.00	0.00	76.97	0.00	76.97	0	389,866.03	3.85
055	Rolling Doors and Shutters	6,890.00	1,870.00	8,760.00	0.00	0.00	0.00	0.00	0	8,760.00	0.00
060	Alum Windows, Entrances, Glass/Glazing	611,932.00	-222,632.00	389,300.00	0.00	0.00	0.00	0.00	0	389,300.00	0.00
065	Gypsum Board Systems	320,909.00	-103,119.00	217,790.00	0.00	0.00	0.00	0.00	0	217,790.00	0.00
070	Tile	13,129.00	2,934.00	16,063.00	0.00	0.00	0.00	0.00	0	16,063.00	0.00
075	Suspended Acoustical Ceiling and Panels	117,427.00	-27,246.00	90,181.00	0.00	0.00	0.00	0.00	0	90,181.00	0.00
080	Resilient Athletic Flooring	269,255.00	-42,255.00	227,000.00	0.00	0.00	0.00	0.00	0	227,000.00	0.00
085	Wood Athletic Flooring	240,000.00	-40,307.00	199,693.00	0.00	0.00	0.00	0.00	0	199,693.00	0.00
090	Resilient Flooring, Base and Carpet	67,829.00	-46,219.00	21,610.00	0.00	0.00	0.00	0.00	0	21,610.00	0.00
095	Painting and Wall Covering	161,504.00	-73,358.00	88,146.00	0.00	0.00	0.00	0.00	0	88,146.00	0.00
100	Building Signage	80,097.00	4,003.00	84,100.00	0.00	0.00	0.00	0.00	0	84,100.00	0.00
105	Athletic Equipment	300,600.00	12,745.00	313,345.00	0.00	0.00	0.00	0.00	0	313,345.00	0.00

Miron Construction Co., Inc.

CONTINUATION SHEET

AIA DOCUMENT G703

Page: 3

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 5

APPLICATION DATE: 09/30/2025

INVOICE NO.:

PERIOD TO: 09/30/2025

250120-0005

PROJECT NO: 250120

A	B	C			D E		F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C)	BALANCE TO FINISH	RETAINAGE
		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
110	Metal Building Systems	1,997,300.00	0.00	1,997,300.00	0.00	0.00	0.00	0.00	0	1,997,300.00	0.00
115	Elevators	122,000.00	0.00	122,000.00	0.00	0.00	0.00	0.00	0	122,000.00	0.00
120	Fire Suppression	204,120.00	-75,443.00	128,677.00	0.00	0.00	0.00	0.00	0	128,677.00	0.00
125	Plumbing	383,200.00	-63,900.00	319,300.00	0.00	0.00	0.00	0.00	0	319,300.00	0.00
130	HVAC	935,847.00	-215,897.00	719,950.00	0.00	0.00	0.00	0.00	0	719,950.00	0.00
135	Electrical	823,355.00	-145,415.00	677,940.00	0.00	5,230.00	0.00	5,230.00	1	672,710.00	261.50
140	Earthwork	315,386.00	0.00	315,386.00	173,521.18	0.00	0.00	173,521.18	55	141,864.82	8,676.06
145	Aggregate Piers	135,379.00	0.00	135,379.00	0.00	135,379.00	0.00	135,379.00	100	0.00	6,768.95
150	Asphalt Paving	169,606.00	0.00	169,606.00	0.00	0.00	0.00	0.00	0	169,606.00	0.00
155	Concrete Site Work	82,800.00	0.00	82,800.00	0.00	0.00	0.00	0.00	0	82,800.00	0.00
160	Athletic Turf Surfacing	45,000.00	-5,500.00	39,500.00	0.00	0.00	0.00	0.00	0	39,500.00	0.00
165	Site Utilities	64,708.00	7,300.12	72,008.12	31,692.50	0.00	0.00	31,692.50	44	40,315.62	1,584.63
166	Landscaping	0.00	96,515.00	96,515.00	0.00	0.00	0.00	0.00	0	96,515.00	0.00
170	Testing & Inspections Allowance	40,000.00	0.00	40,000.00	3,470.25	0.00	0.00	3,470.25	9	36,529.75	173.51
175	New Utility Services Allowance	40,000.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0	40,000.00	0.00
180	Mill & Overlay N Parking Lot Allowance	101,000.00	0.00	101,000.00	0.00	0.00	0.00	0.00	0	101,000.00	0.00
185	Flood Insurance Deductible Allowance	25,000.00	0.00	25,000.00	0.00	0.00	0.00	0.00	0	25,000.00	0.00
190	CMU Enhancements Allowance	35,000.00	-35,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
195	Lobby Alternate Ceiling Allowance	45,000.00	-45,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
200	Data Cabling & Backbone Allowance	250,000.00	-250,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
205	Access Control Allowance	34,000.00	0.00	34,000.00	0.00	0.00	0.00	0.00	0	34,000.00	0.00
210	CCTV Allowance	45,000.00	0.00	45,000.00	0.00	0.00	0.00	0.00	0	45,000.00	0.00

Miron Construction Co., Inc.

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		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
215	Landscaping Allowance	75,000.00	-75,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
220	Unreleased Add #3 Allowance	10,000.00	-10,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
<i>Project Total:</i>		<i>12,435,142.00</i>	<i>-1,042,001.88</i>	<i>11,393,140.12</i>	<i>546,403.26</i>	<i>203,403.67</i>	<i>0.00</i>	<i>749,806.93</i>	<i>7</i>	<i>10,643,333.19</i>	<i>37,490.35</i>

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT

THE AMERICAN INSTITUTE OF ARCHITECTS 1735 NEW YORK AVENUE NW WASHINGTON DC 20006