



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE: October 17, 2025

AGENDA ITEM: Discussion and Consideration of Pay Application #1 – Cornerstone Excavating – Earth Stockpile Spreading Project

ACTION: Approval

Purpose

To request Council approval of Pay Application #1 from Cornerstone Excavating for work completed on for the Earth Stockpile Spreading project.

Background

Cornerstone Excavating is under contract with the City of Tiffin for the spreading of stockpile of material at Forevergreen Road and Bailey Way, east towards North Park Road. The original contract amount is \$138,050, with a net change order of \$14,825.25, bringing the current contract total to \$141,283.17, holding \$4,369.58 in retainage.

The application has been reviewed and recommended for approval by MSA Professional Services, the City's engineering consultant.

Recommendation

Staff recommends approval of Pay Application #1 in the amount of \$141,283.17 to Cornerstone Excavating for the work on the Earth Stockpile Spreading project.

ATTACHMENTS: Pay Application

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

Page 1

CONTRACTOR: Cornerstone Excavating, Inc.
PO Box 928
Washington, IA 52353

SUBCONTRACTOR:

CONTRACT FOR: City of Tiffin

PROJECT: EARTH STOCKPILE SPREAD

JOH067
TIFFIN, IA

APPLICATION NUMBER: 1
APPLICATION DATE: 09/23/25
PERIOD TO: 09/23/25
PROJECT NOS.:
CONTRACT DATE:

Distribution to:
☐ OWNER
☐ CONSTRUCTION
MANAGER
☐ ARCHITECT
☐ CONTRACTOR

VIA CONSTRUCTION MANAGER: BJ Miller
VIA ARCHITECT:

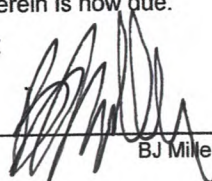
CONTRACTOR'S APPLICATION FOR PAYMENT

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)	\$145,652.75
5. RETAINAGE:	
a. 3% % of Completed Work (Columns D & E on G703)	\$4,369.58
b. 3% % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Line 5a + 5b or Total in Column 1 of G703)	\$4,369.58
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$141,283.17
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$0.00
8. CURRENT PAYMENT DUE	\$141,283.17
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 11,592.08

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:  DATE _____

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..... \$ 141,283.17
(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.)

CITY OF TIFFIN:

By: _____ Date: _____

ARCHITECT:

By:  Date: 10/06/2025

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.

CONTINUATION SHEET AIA DOCUMENT G703

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: 1
APPLICATION DATE: 9/23/2025
PERIOD TO: 9/23/2025
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	-	\$0.00	1.0	\$122,500.00		\$122,500.00	100%	\$0.00	\$3,675.00
2	Fertilizing & Mulching, Type 1	1	LS	\$3,500.00	\$3,500.00	-	\$0.00	-	\$0.00		\$0.00		\$3,500.00	\$0.00
3	Silt Fence	2,000	LF	\$1.50	\$3,000.00	-	\$0.00	1,185.0	\$1,777.50		\$1,777.50	59%	\$1,222.50	\$53.33
4	& Management	1	LS	\$5,000.00	\$5,000.00	-	\$0.00	0.5	\$2,500.00		\$2,500.00	50%	\$2,500.00	\$75.00
5	Mobilization	1	LS	\$4,050.00	\$4,050.00	-	\$0.00	1.0	\$4,050.00		\$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				\$0.00		\$130,827.50		\$0.00	\$130,827.50	95.00%	\$7,222.50	\$3,924.83
CHANGE ORDERS														
1	Junk Ditch Clean Out, Excess Class 10	1	LS	\$ 14,825.25	\$ 14,825.25	-	\$0.00	1.0	\$14,825.25		\$14,825.25	100%	\$0.00	\$444.76
TOTAL CHANGE ORDERS		\$14,825.25				\$0.00		\$14,825.25		\$0.00	\$14,825.25	100%	\$0.00	\$444.76
TOTALS & CHANGE ORDERS		\$152,875.25				\$0.00		\$145,652.75		\$0.00	\$145,652.75	95%	\$7,222.50	\$4,369.58