



DATE: March 8, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: City Hall HVAC Project Payment No. 3 to Air Express

Budgeted Amount: \$303,800 **Cost to Date:** \$160,075 of \$280,783 **Funding Source:** Building/Equipment Fund

Council Should Consider

Motions to approve, table, or deny the following:

- Payment No. 3 to Air Express for the City Hall HVAC Project in the amount of \$134,710.

All items need a simple majority for action unless otherwise noted.

Discussion

On October 12, 2020, the City Council awarded the City Hall HVAC Project to Air Express in the amount of \$268,560.00 (an additional five percent contingency (\$12,223) was built into the project for a total project cost of \$280,783). The contractor is requesting payment, less five percent (\$7,090) in retainage, in the amount of \$134,710. The City’s engineering consultant, Paulson and Clark, has reviewed and agrees with the payment request. Previous payments made to the contractor and the requested payment are below:

Payment #	Work Completed	Retainage	Payment
Payment #1	\$ 14,200	\$ 710	\$ 13,490
Payment #2	\$ 12,500	\$ 625	\$ 11,875
Payment #3	\$ 141,800	\$ 7,090	\$ 134,710
Total to date	168,500	8,425	160,075

Budget Impact

This payment is inline with the expected cost of the project and will not have an adverse effect on the budget.

Attachment

- Attachment A: Application and Certificate for Payment
- Attachment B: Air Express Invoice for Payment
- Attachment C: Schedule of Values