

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE CONCRETE REPLACEMENT PROJECT ACCEPTANCE,  
FINAL COMPLETION, AND RELEASE OF UNPAID BALANCE**

**BACKGROUND:**

CyRide’s concrete replacement project began in March 2017 and included replacement of concrete on the east side of its facility, which was in a deteriorated, crumbling condition. This project was awarded to JAS Construction LLC of Altoona, Iowa for a total cost of \$62,891. This cost included the base bid (\$58,491) for the concrete work, as well as an alternate for a new light at the east entrance to CyRide’s parking lot (\$4,400). The summary below outlines the original contract, change orders, actual payments, remaining balance, and retainage amounts.

Original Contract Base Bid Sum	\$58,491
Add Alternate Number 1 (New Parking Lot Light)	<u>\$ 4,400</u>
Total Contract Sum	\$62,891
Payment Made To-Date	<u>\$58,491</u>
Unpaid Balance – Retainage (Parking Lot Light)	\$ 4,400

The “Unpaid Balance” is higher than the typical 5% retainage, as the light project was delayed due to back order of the light. Therefore, the entire amount of the light has been withheld pending its completion. The project was substantially complete on August 3, 2017.

As of January 5, 2018, all conditions of the contract were met by JAS Construction. Therefore, with completion of the project, the project is ready for close-out based on satisfactory completion of the following items:

- Punch-List Items
- Operating and Maintenance Manuals
- As-Built Drawings
- Lien Waivers
- Final Pay Application

Acceptance of the project as complete and release of the unpaid balance was approved by the Transit Board of Trustees on January 16, 2018.

**ALTERNATIVES:**

1. Accept final completion and approve final payment in the amount of \$4,400 to JAS Construction LLC for completion of CyRide's concrete replacement project.
2. Do not accept the Ames Transit Agency security system project as complete and withhold payment of the unpaid balance to address City Council identified issues.

**MANAGER'S RECOMMENDED ACTION:**

With all documents, lien waivers, and punch list items completed, all conditions of the project have been satisfied, allowing for final acceptance of the project and payment of the retainage amount.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting CyRide's concrete replacement project as complete and releasing the unpaid balance of \$4,400 to JAS Construction LLC.