

COUNCIL ACTION FORM

SUBJECT: CYRIDE INTERCEPTOR PIT UPGRADES 2016 PROJECT CLOSEOUT

BACKGROUND:

CyRide’s Interceptor Pit Upgrades 2016 Project (Bid No. 2016-234) was released on July 1, 2016. Bid plans and specifications called for the replacement of in-ground pits and associated floor drains at CyRide’s facility located at 601 N. University Blvd. Woodruff Construction LLC of Ames, Iowa submitted the low base bid of \$229,915.

Four change orders were required during the project totaling \$36,577, thereby increasing the total contract amount to \$266,492. Project closeout was delayed due to the contractor only being allowed to work on the facility during winter break and over the summer of 2017. Closeout was further delayed when the contractor had to return in the summer of 2018 to remove and replace areas of substandard work. **All work under the bid/contract has now been completed to the satisfaction of CyRide staff and the A & E consultant.**

The following information details the original contract information, payments, remaining balance and retainage amounts.

Original Contract Base Bid Sum	\$229,915
Add Alternate Number 1 (New Skylights)	\$36,577
Total Contract Sum	\$266,492
Payment Made To-Date	\$253,167
Unpaid Balance – Retainage	\$13,325

All but the remaining \$13,325 in retainage has been paid to-date.

As of June 11, 2018, all conditions of the contract were met by Woodruff Construction LLC. Therefore, with completion of the project, the project is ready for close out. Close out requirements, and the status of each for the pit project, are described as follows:

- **Punch-List Items** – All items contained in the contract and subsequent corrective action plan have been completed to the architect’s satisfaction.
- **Operating and Maintenance Manuals** – CyRide has received all manuals required to maintain the pits, drains, and concrete, as well as warranty information.
- **As-Built Drawings** – CyRide has received all drawings, as it was actually constructed/installed, as opposed to the original drawings.

- **Lien Waivers** – Woodruff Construction LLC has submitted all lien waivers as required.
- **Final Pay Application** –CyRide has received an invoice for the balance of \$13,325.

The Transit Board of Trustees approved acceptance, final completion and release of retainage of CyRide’s pit project at their June 28, 2018 meeting.

ALTERNATIVES:

1. Accept final completion and approve the release of retainage/final contract amount of \$13,325 to Woodruff Construction LLC, of Ames, Iowa for the completion of the CyRide Interceptor Pit Upgrades 2016 Project.
2. Do not accept final completion and release of retainage to Woodruff Construction LLC and direct staff to address City Council concerns.

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 pit project as complete and releasing the retainage amount of \$13,325 to Woodruff Construction LLC of Ames, Iowa.