



Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Fourteenth day of May in the year Two Thousand Fourteen (*In words, indicate day, month and year.*)

BETWEEN the Owner:

(Name, legal status, address and other information)

Smyrna School District 82 Monrovia Avenue Smyrna, DE 19977

Telephone Number: 302-653-8585 Fax Number: 302-653-3149

and the Contractor:

(Name, legal status, address and other information)

Quality Exteriors, Inc. 60 Hopkins Cemetery Road Harrington, DE 19952

Telephone Number: 302-398-9283 Fax Number: 302-398-9290

for the following Project:

(Name, location and detailed description)

Smyna Elementary School Roof Replacement 121 South School Lane

Smyrna, Delaware 19977

The Project involves removal and replacement of the existing building roof with new insulation and membrane roof system. Approximately 51,470 sq ft of roofing is affected, in addition to related flashing, metal trim, rooftop equipment re-mounting, and other accessories.

The Architect:

(Name, legal status, address and other information)

Fearn-Clendaniel Architects, Inc.

6 Larch Avenue

Suite 398

User Notes:

Wilmington, DE 19804

Telephone Number: 302-998-7615 Fax Number: 302-998-7685

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- **CONTRACT SUM**
- 5 **PAYMENTS**
- DISPUTE RESOLUTION
- TERMINATION OR SUSPENSION
- MISCELLANEOUS PROVISIONS
- **ENUMERATION OF CONTRACT DOCUMENTS**
- 10 **INSURANCE AND BONDS**

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION ARTICLE 3

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner. (Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

n/a

- § 3.2 The Contract Time shall be measured from the date of commencement.
- § 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than () days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

The Contractor shall achieve Substantial Completion of the entire Work not later than August 17, 2014.

Init.

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(Table deleted)

, subject to adjustments of this Contract Time as provided in the Contract Documents. (Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

CONTRACT SUM ARTICLE 4

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Eight Hundred Nine Thousand Fifty Dollars and Zero Cents (\$ 809,050.00), subject to additions and deductions as provided in the Contract Documents. This sum is based on the Base Bid amount of Seven Hundred Seventy Seven Thousand Two Hundred Fifty Dollars and Zero cents plus add Alternate A-1 for an amount of Thirty One Thousand Eight Hundred Dollars and Zero Cents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

Alternate No. A-1: Existing wood fascia and wood soffit improvements (add Thirty One Thousand Eight Hundred Dollars and Zero Cents to base bid)

§ 4.3 Unit prices, if any:

(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Add	Unit (\$ 0.00) Deduct
Unit Price No. 1 – Metal Deck Repair:	 Description: Additional metal deck repair beyond base bid scope identified on drawings and beyond specified allowance for unforeseen decking requiring patching/replacement. Unit of Measurement: Square foot (sf) 	\$9.00	\$7.00

§ 4.4 Allowances included in the Contract Sum, if any: (Identify allowance and state exclusions, if any, from the allowance price.)

Quantity

Allowance No. 1: Metal deck patching.

As part of the Base Bid provide an allowance of One Hundred square feet (100 sf) of metal deck patching to repair deteriorated decking uncovered during the Work. This allowance shall not include specific areas indicated to be patched on the drawings. Unused allowance remaining at the end of the job will be credited to the Owner using the Unit Price No. 1 – Metal Deck Repair cost per square foot.

ARTICLE 5 **PAYMENTS § 5.1 PROGRESS PAYMENTS**

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

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(828600900)

- § 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:
- § 5.1.3 Provided that an Application for Payment is received by the Architect not later than the Twentieth day of a month, after the Architect has approved and issued a Certificate for Payment, payment shall be made by the Owner within 30 days after Owner's receipt of the Certificate for Payment . If an Application for Payment is received by the Architect after the application date fixed above, after the Architect has approved and issued a Certificate for Payment, payment shall be made by the Owner within 30 days after Owner's receipt of the Certificate for Payment. (Federal, state or local laws may require payment within a certain period of time.)
- § 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.
- § 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.
- § 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:
 - Take that portion of the Contract Sum properly allocable to completed Work as determined by .1 multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Five percent (5.00 %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201TM—2007, General Conditions of the Contract for Construction;
 - Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Five percent (5.00%);
 - Subtract the aggregate of previous payments made by the Owner; and .3
 - Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.
- § 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:
 - Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the .1 full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and (Section 9.8.5 of AIA Document A201-2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)
 - .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-2007.
- § 5.1.8 Reduction or limitation of retainage, if any, shall be as follows: (If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)
- § 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

User Notes:

Init.

§ 5.2 FINAL PAYMENT

- § 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when
 - .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and
 - .2 a final Certificate for Payment has been issued by the Architect.
- § 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

Upon receipt of all required closeout documentation, provided all other requirements of the Contract Documents have been met.

ARTICLE 6 DISPUTE RESOLUTION 6 6.1 INITIAL DECISION MAKER

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. (If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 BINDING DISPUTE RESOLUTION

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:

(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

[]	Arbitration pursuant to Section 15.4 of AIA Document A201–2007
[X]	Litigation in a court of competent jurisdiction
[]	Other (Specify)

ARTICLE 7 TERMINATION OR SUSPENSION

- § 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.
- § 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

ARTICLE 8 MISCELLANEOUS PROVISIONS

- § 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.
- § 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. (Insert rate of interest agreed upon, if any.)

Not to exceed twelve % 12% per annum beginning thirty (30) days after the "presentment" as specified.

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5

§ 8.3 The Owner's representative: (Name, address and other information)

Ms. Deborah D. Wicks

Telephone Number: 302-653-8585 Fax Number: 302-653-3149 Mobile Number: 302-270-4458

Email Address: WicksDeborah@smyrna.k12.de.us

§ 8.4 The Contractor's representative: (Name, address and other information)

Michael I. Makdad

Telephone Number: 302-398-9283 Fax Number: 302-398-9290 Mobile Number: 302-423-9640

Email Address: Mike@gexteriorsinc.com

- § 8.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.
- § 8.6 Other provisions:

Per Title 29

ARTICLE 9 **ENUMERATION OF CONTRACT DOCUMENTS**

- § 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in
- § 9.1.1 The Agreement is this executed AIA Document A101–2007, Standard Form of Agreement Between Owner and Contractor.
- § 9.1.2 The General Conditions are AIA Document A201–2007, General Conditions of the Contract for Construction.
- § 9.1.3 The Supplementary and other Conditions of the Contract:

(Table deleted)

Are those contained in the Project manual dated April 17, 2014.

§ 9.1.4 The Specifications:

(Either list the Specifications here or refer to an exhibit attached to this Agreement.) Are those listed in the Project manual dated April 17, 2014 – See Exhibit 'A'

(Table deleted)

§ 9.1.5 The Drawings:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.) Are those listed in the Project manual dated April 17, 2014 – See Exhibit 'B'

(Table deleted)

§ 9.1.6 The Addenda, if any:

Number	Date	Pages
1	April 22, 2014	1
2	April 28, 2014	3

Init.

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

.1 AIA Document E201[™]–2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

n/a

.2 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201–2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

Instructions to Bidders AIA document A701 -1997, Supplemental Instructions to Bidders, and Project Supplemental Instructions to Bidders

All drawing and sketches issued in Addenda.

Exhibit 'A'

Exhibit 'B'

ARTICLE 10 INSURANCE AND BONDS

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201–2007.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201–2007.)

(Table deleted)

Per requirements indicated in specifications under General Requirements, Supplementary Conditions, Project Supplementary Conditions.

This Agreement entered into as of the day and year first written above.

Original on File

OWNER (Signature)

Ms. Deborah D. Wicks, Superintendent

(Printed name and title)

Original on File

CONTRACTOR (Signature)

Michael I. Makdad, President

(Printed name and title)

Init.

Additions and Deletions Report for

AIA® Document A101™ – 2007

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:02:35 on 05/23/2014.

PAGE 1

AGREEMENT made as of the Fourteenth day of May in the year Two Thousand Fourteen

Smyrna School District
82 Monrovia Avenue
Smyrna, DE 19977
Telephone Number: 302-653-8585
Fax Number: 302-653-3149

Quality Exteriors, Inc. 60 Hopkins Cemetery Road Harrington, DE 19952

<u>Telephone Number: 302-398-9283</u> Fax Number: 302-398-9290

Smyna Elementary School Roof Replacement 121 South School Lane

Smyrna, Delaware 19977

The Project involves removal and replacement of the existing building roof with new insulation and membrane roof system. Approximately 51,470 sq ft of roofing is affected, in addition to related flashing, metal trim, rooftop equipment re-mounting, and other accessories.

Fearn-Clendaniel Architects, Inc. 6 Larch Avenue Suite 398 Wilmington, DE 19804 Telephone Number: 302-998-7615 Fax Number: 302-998-7685

PAGE 2

n/a

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User Notes:

1

Portion of Work

Substantial Completion Date

PAGE 3

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be <u>Eight Hundred Nine Thousand Fifty Dollars and Zero Cents</u> (\$ 809,050.00), subject to additions and deductions as provided in the Contract Documents. <u>This sum is based on the Base Bid amount of Seven Hundred Seventy Seven Thousand Two Hundred Fifty Dollars and Zero cents plus add Alternate A-1 for an amount of Thirty One Thousand Eight Hundred Dollars and Zero Cents.</u>

Alternate No. A-1: Existing wood fascia and wood soffit improvements (add Thirty One Thousand Eight Hundred Dollars and Zero Cents to base bid)

Item

Units and Limitations

Price Per Unit (\$0.00)

Unit Price No. 1 – Metal
Deck Repair:

1. Description: Additional metal deck repair
beyond base bid scope identified on drawings and beyond specified allowance for unforeseen decking requiring patching/replacement.

2. Unit of Measurement: Square foot (sf)

Item

Allowance No. 1: Metal deck patching.

Price Quantity

As part of the Base Bid provide an allowance of One Hundred square feet (100 sf) of metal deck patching to repair deteriorated decking uncovered during the Work. This allowance shall not include specific areas indicated to be patched on the drawings. Unused allowance remaining at the end of the job will be credited to the Owner using the Unit Price No. 1 – Metal Deck Repair cost per square foot.

PAGE 4

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the day of the month. Twentieth day of a month, after the Architect has approved and issued a Certificate for Payment, payment shall be made by the Owner within 30 days after Owner's receipt of the Certificate for Payment. If an Application for Payment is received by the Architect after the application date fixed above, after the Architect has approved and issued a Certificate for

<u>Payment</u>, payment shall be made by the Owner not later than () days after the Architect receives the Application within 30 days after Owner's receipt of the Certificate for Payment.

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Five percent (5.00%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201TM_2007, General Conditions of the Contract for Construction;
- Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Five percent (5.00 %);

PAGE 5

Upon receipt of all required closeout documentation, provided all other requirements of the Contract Documents have been met.

[X] Litigation in a court of competent jurisdiction

Not to exceed twelve % 12% per annum beginning thirty (30) days after the "presentment" as specified.

PAGE 6

Ms. Deborah D. Wicks

Telephone Number: 302-653-8585
Fax Number: 302-653-3149
Mobile Number: 302-270-4458

Email Address: WicksDeborah@smyrna.k12.de.us

Michael I. Makdad

<u>Telephone Number: 302-398-9283</u> <u>Fax Number: 302-398-9290</u> <u>Mobile Number: 302-423-9640</u>

Email Address: Mike@gexteriorsinc.com

Per Title 29

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User Notes:

Document	Title	Date	Pages
Are those contained in the	Project manual dated Ap	ril 17, 2014.	
1(000)			
Are those listed in the Pro	ject manual dated April 1	7, 2014 – See Exhibit 'A'	
Section	Title	Date	Pages
(644)			
Are those listed in the Pro	ject manual dated April 1	7, 2014 – See Exhibit 'B'	
Number		Title	Date
•••			
1/2		April 22, 2014	$\frac{1}{2}$
$\frac{\frac{1}{2}}{\frac{3}{2}}$		<u>April 28, 2014</u> <u>May 2, 2014</u>	$\frac{1}{3}$ $\frac{3}{2}$
PAGE 7			
<u>n/a</u>			
POUL DE			
Supplement	s to Bidders AIA docume al Instructions to Bidders and sketches issued in A	3	l Instructions to Bidders, and Project

Type of insurance	or bond	Limit of liability or bond am	ount (\$0.00)
Per requirements indicated Supplementary Conditions		General Requirements, Suppl	ementary Conditions, Project
3			
Ms. Deborah D. Wicks, S	<u>superintendent</u>	Michael I. Makdad	d, President

Certification of Document's Authenticity

AIA® Document D401™ - 2003

I, Kenneth B. Fearnl, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:02:35 on 05/23/2014 under Order No. 7649040050_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101TM - 2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

	Original on File	
(Signed)	7	
(Title)	PRINCIPAL	
	5-23-14	
(Dated)		

Exhibit A

Smyrna School District

Smyrna Elementary School Roof Replacement Bid No. SSD-14-001- SES Roof

TECHNICAL SPECIFICATIONS

VOLUME I

SECTION	TITLE
011000	Summary
012100	Allowances
012200	Unit Prices
012300	Alternates
012600	Contract Modification Procedures
012900	Payment Procedures
013100	Project Management and Coordination
013200	Construction Progress Documentation
013233	Photographic Documentation
013300	Submittal Procedures
014000	Quality Requirements
014200	References
015000	Temporary Facilities and Controls
016000	Product Requirements
017300	Execution
017329	Cutting and Patching
017400	Warranties
017419	Construction Waste Management & Disposal
017700	Closeout Procedures
017823	Operation and Maintenance Data
017839	Project Record Documents
SECTION	TITLE

ARCHITECTURAL

061053	Miscellaneous Rough Carpentry
071519	Preparation for Re-roofing
075323	Ethylene-Propylene-Diene-Monomer (EPDM) Roofing
076200	Sheet Metal Flashing and Trim
077100	Roof Specialties
077200	Roof Accessories
079200	Joint Sealants

End of Exhibit A

Exhibit B

Smyrna School District

Smyrna Elementary School Roof Replacement Bid No. SSD-14-001- SES Roof

LIST OF DRAWINGS:

SHEET NO. DRAWING TITLE

COVER

Smyrna Elementary School – Title Sheet T10-01

ARCHITECTURAL

A10-01	Smyrna Elementary School – Roof Plans and Notes
A10-02	Smyrna Elementary School – Existing Conditions
A30-01	Smyrna Elementary School - Roof Details
A30-02	Smyrna Elementary School – Typical Roof Details

End of Exhibit B



■AIA Document G703[™] – 1992 Instructions

Continuation Sheet

GENERAL INFORMATION

Purpose and Related Documents. AIA Document G703TM, Continuation Sheet, is to be used in conjunction with AIA Document G702TM, Application and Certificate for Payment, or AIA Document G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition. These documents are designed for use on Projects where the Contractor has a direct Agreement with the Owner. Procedures for their use are covered in AIA Documents A201TM, General Conditions of the Contract for Construction, and A232TM, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition.

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COMPLETING G703-1992

Heading. This information should be completed in a manner consistent with similar information on AIA Document G702, Application and Certificate for Payment, or G732TM, Application and Certificate for Payment, Construction Manager as Adviser Edition, whichever is applicable.

Columns A, B and C. These columns should be completed by identifying the various portions of the Project and their scheduled values consistent with the schedule of values submitted to the Architect at the commencement of the Project or as subsequently adjusted. The breakdown may be by sections of the Work or by Subcontractors and should remain consistent throughout the Project. Multiple pages should be used when required. Column C should be subtotaled at the bottom when more than one page is used and totaled on the last page. Initially, this total should equal the original Contract Sum. The total of column C may be adjusted by Change Orders during the Project.

Column D. Enter in this column the amount of completed Work covered by the previous application (columns D & E from the previous application). Values from column F (Materials Presently Stored) from the previous application should not be entered in this column.

Column E. Enter here the value of Work completed at the time of this application, including the value of materials incorporated in the project that were listed on the previous application under Materials Presently Stored (column F).

Column F. Enter here the value of Materials Presently Stored for which payment is sought. The total of the column must be recalculated at the end of each pay period. This value covers both materials newly stored for which payment is sought and materials previously stored which are not yet incorporated into the Project. Mere payment by the Owner for stored materials does not result in a deduction from this column. Only as materials are incorporated into the Project is their value deducted from this column and incorporated into column E (Work Completed—This Period.)

Column G. Enter here the total of columns D, E and F. Calculate the percentage completed by dividing column G by column C.

Column H. Enter here the difference between column C (Scheduled Value) and column G (Total Completed and Stored to Date).

Column I. This column is normally used only for contracts where variable retainage is permitted on a line-item basis. It need not be completed on projects where a constant retainage is withheld from the overall contract amount.

Change Orders. Although Change Orders could be incorporated by changing the schedule of values each time a Change Order is added to the Project, this is not normally done. Usually, Change Orders are listed separately, either on their own G703 form or at the end of the basic schedule. The amount of the original contract adjusted by Change Orders is to be entered in the appropriate location on the G702 or G732 form, whichever is applicable.

Construction Change Directives. Amounts not in dispute that have been included in Construction Change Directives should be incorporated into one or more Change Orders. Amounts remaining in dispute should be dealt with according to Section 7.3 of AIA Document A201 or Section 7.3 of AIA Document A232.

The following is an example of a Continuation Sheet for work in progress. Please note that dollar amounts shown below are for illustrative purposes only, and are not intended to reflect actual construction costs.

. A	В	C	D	E	F	G	14	H	1
			WORK COMPLETED			TOTAL			
ITEM NO	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	COMPLETED AND STORED TO DATE (D + E + F)	% (G + C)	BALANCE TO FINISH (C = G)	RETAINAGE (If variable rate)
1	MOBILIZATION	5,000	5,000	0	0	5,000	100	0	
2	STUMP REMOVAL	5,000	5,000	0	0	5,000	100	0	
3	EARTH WORK	15,000	10,000	5,000	0	15,000	100	0	
4	LOWER RETAINING WALL	10,000	0	5,000	0	5,000	50	5,000	
5	CURBS & MISC. CONC.	5,000	0	0	0	0	0	5,000	
6	PAVING, UPPER DRIVE	20,000	0	0	0	- 0	0	20,000	
7	PAVING, LOWER DRIVE	20,000	0	0	0	0	0	20,000	
8	PAVERS	20,000	0	0	10,000	10,000	50	10,000	
9 10	BRICK WORK	5,000	0	0	0	0	0	5,000	
11	GRAND TOTAL	105,000	20,000	10,000	10,000	40,000		65,000	

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