



## North Branch Bassett Creek Erosion Control Water Quality Project – Final Payment Request

Item 4D.  
BCWMC 12-19-13

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**FROM:** Tom Mathisen, Public Works Director & City Engineer

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**TO:** Ginny Black, Chair – Bassett Creek WMO

**DATE:** December 5, 2013

**RE:** Request for Final Payment Funds – Crystal Project #2010-23

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Per Resolution No. 10-08, dated September 23, 2010, the North Branch Bassett Creek Project was ordered and the City of Crystal was designated as the agent in charge. By that same resolution, \$834,900 was set aside for project construction. Of this amount, \$419,500 is to be paid from the Commission's Closed Project Account, and up to \$415,400 is to be paid from funds received from a county tax levy collected in 2011.

The work is now 100% complete. Below is a summary of relevant billings paid from January 17 through July 31 by the City of Crystal. Also attached is the invoice for Pay Request #2 and copies of related billings. Please note there are three WSB & Associates billings from the prior period that were missed when Pay Request #1 was prepared. A final project closeout pay request will be issued in December.

### Summary of Final Pay Request #3 Billings

Contractors	\$54,419.79
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Total Final PR #3	<u>\$54,419.79</u>
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Fund Summary: \$834,900 - \$177,815.30 (PR1) - \$433,060.04 (PR2) - \$54,419.79  
= \$142,414.82 (Project End Budget Surplus)

Respectfully submitted,

A blue ink signature of Thomas Mathisen, written in a cursive style.

Thomas Mathisen  
Crystal City Engineer/DPW

## Request To Generate Accounts Receivable Invoice

Requested by: Tom Mathisen

Date of Request: December 5, 2013

Authorized by: Tom Mathisen

Department: Engineering

Bill To: Customer #: \_\_\_\_\_

Name: Bassett Creek Watershed Commission

Attn: Ginny Black, Chair

Address: 4700 West 77<sup>th</sup> Street, Edina 55435-4803

Date(s) of service: July - November 2013

Account #: 0515-4902

Amount:

Account #: 0515-1305

Amount: \$54,419.79

Account #: \_\_\_\_\_

Amount: \_\_\_\_\_

**Total Amount to Invoice: \$54,419.79**

Description to appear on invoice:

North Branch Bassett Creek Erosion Control Improvement Project per Bassett Creek Watershed Agreement Pay Request #3

This is Final Pay Request closing out the project.

(If more room is needed, use back of form)

Please attach any supporting documents and indicate here if they should accompany the invoice and any CC's:

Copies of project invoices to accompany AR invoice.

Billing Details:

Include attached memorandum

**No. Branch Bassett Creek Project (Crystal serving as lead agency for BCWMC)  
Expenses incurred by City of Crystal From 8-1-13 through 11-15-13**

<u>Do Ty</u>	<u>G/L</u>	<u>Date</u>	<u>Vendor</u>	<u>Explanation -Remark-</u>	<u>Amount</u>	<u>Invoice Number</u>
<b>Expensed in 2013 / Reimbursement requested in 2013</b>						
PV		11/15/2013	SUNRAM CONSTRUCTION INC	BASSET CRK EROSION CONTROL>SEP	54,419.79	RFP #7 - BASS CRK
					<u>54,419.79</u>	



Owner: City of Crystal  
4141 Douglas Dr No  
Crystal, MN 55422-1609

Date: 10/1/2013

For Period: 6/23/2013 to 9/30/2013  
Contractor: Sunram Construction  
20010 75th Avenue North  
Corcoran, MN 55340

Request No.: 7

FINAL

**Pay Voucher**

CRYS - North Branch of Bassett Creek Erosion Control Project

Client Contract No.:  
Project No.: 01726-01  
Client Project No.:

<b>Project Summary</b>			
1	Original Contract Amount		\$655,385.00
2	Contract Changes - Addition	\$0.00	
3	Contract Changes - Deduction	\$0.00	
4	Revised Contract Amount		\$655,385.00
5	Value Completed to Date		\$570,859.79
6	Material on Hand		\$0.00
7	Amount Earned		\$570,859.79
8	Less Retainage		\$0.00
9	Subtotal		\$570,859.79
10	Less Amount Paid Previously		\$516,440.00
11	Liquidated Damages		\$0.00
12	AMOUNT DUE THIS PAY VOUCHER NO. 7		\$54,419.79

THIS IS TO CERTIFY THAT THE ITEMS OF WORK SHOWN IN THIS CERTIFICATE OF PARTIAL PAYMENT HAVE BEEN ACTUALLY FINISHED FOR THE WORK COMPRISING THE ABOVE MENTIONED PROJECTS IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS HERETOFORE APPROVED.

Recommended for Approval by:  
**WSB & Associates, Inc.**

Construction Observer:

Approved by Contractor:  
**Sunram Construction**

Ryan M. Sunram 10/15/13

Approved by Owner:  
**City of Crystal**

Specified Contract Completion Date:

Date: 11-12-13

Comment:

My  
11-12-13  
0515-1308