

# AIA Document G704™ – 2000

## Certificate of Substantial Completion

**PROJECT:**  
(Name and address)  
TPSD Carver Elementary Flooring  
Renovations

**PROJECT NUMBER:** 13022.00/  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** May 15, 2013

**OWNER:**   
**ARCHITECT:**   
**CONTRACTOR:**

**TO OWNER:**  
(Name and address)  
Tupelo Public School District  
72 South Green Street  
Tupelo, MS 38804

**TO CONTRACTOR:**  
(Name and address)  
Continental Flooring Company  
9319 N 94th Way, Suite 1000  
Scottsdale, AZ 85258

**FIELD:**   
**OTHER:**

### PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

The entire project is deemed Substantially Complete as of August 26, 2013 at 3:00 pm.

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

#### Warranty

As per Contract Documents, warranties begin at date of Substantial Completion. See Section 00 22 13 Supplementary Conditions, Article 1.2.1.6

#### Date of Commencement

August 26, 2013

JBHM Architects, P.A.

ARCHITECT

BY 

September 4, 2013

DATE OF ISSUANCE


A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective:** \$20,000.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Continental Flooring Company

CONTRACTOR

BY   
Gerald F. McMahon  
VP-Operations

September 19, 2013

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 3:00 pm (time) on August 26, 2013 (date).

Tupelo Public School District

OWNER

BY \_\_\_\_\_

DATE \_\_\_\_\_

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

Owner shall assume responsibility for security, maintenance, heating/AC, utilities, and damage to this portion of the work by Owner's personnel and insurance on August 26, 2013 at 3:00 pm. Contractor shall coordinate and assist in transfer of utilities to Owner.

# OBSERVATION REPORT

Tupelo, MS 38802

662.844.1822 fax 662.844.0971



**Project:** Carver Elementary Flooring Renovations

**PN:** 13022.00

**Date/Time:** Monday, August 26, 2013 / 3:00 pm

**Weather:** Partly cloudy, 90°

**Owner:** Tupelo Public School District, 72 South Green Street, Tupelo, MS 38804

**Contractor:** Continental Flooring, 9319 N 94th Way, Suite #1000, Scottsdale, AZ 85258

**Present:** Julie Hinds – TPSD; Brandon Bishop, AIA – JBHM Architects, PA

The purpose of this observation is to determine if the project is substantially complete and make a punch list if needed. Punch list follows:

## General Notes:

1. GM 9/2/16 \_\_\_\_\_ Install rubber base in the hallways on first and second floors.
2. GM 9/2/16 \_\_\_\_\_ Temporary stair treads are in place. Install all permanent stair treads and risers on all stairs.
3. GM 9/2/16 \_\_\_\_\_ Check all rubber base to ensure it is fully glued to the walls.
4. GM 9/2/16 \_\_\_\_\_ Ensure all rubber base is straight and is not indented, bent or crooked.
5. GM 9/2/16 \_\_\_\_\_ Ensure there are no visible gaps between pieces of rubber base at straight runs of rubber base.
6. GM 9/2/16 \_\_\_\_\_ Make sure all thresholds are properly and completely secured to the floor.
7. GM 9/2/16 \_\_\_\_\_ Ensure all stair treads and risers are secured to the concrete steps below.
8. GM 9/2/16 \_\_\_\_\_ Provide and install wall base at all stair landings.
9. GM 9/2/16 \_\_\_\_\_ At classroom HVAC closet doors, tile under closet door so that no carpet is visible.
10. GM 9/2/16 \_\_\_\_\_ Remove any floor patch from classroom walls.

## First Floor:

1. \_\_\_\_\_ Room 103 – Floor in this room is unacceptable. Floor needs to be removed and replaced.
2. \_\_\_\_\_ Room 105 – Floor in this room is unacceptable. Floor needs to be removed and replaced.
3. \_\_\_\_\_ Room 109 – This room is to be fully tiled as indicated in the Contract Documents. Remove and replace all carpet in the room with tile.
4. GM 9/2/16 \_\_\_\_\_ Room 109 – Re-roll room to remove all air bubbles in floor.
5. GM 9/2/16 \_\_\_\_\_ Room 104 A – Tile to be replaced to meet wall in southwest corner of room.
6. GM 9/2/16 \_\_\_\_\_ Media Center Closet – Tile cannot ramp up to cover the carpet at the threshold of the door to the Server Room. Re-tile so that tile is flat against concrete floor.
7. GM 9/2/16 \_\_\_\_\_ Make sure tile is adhered fully and there are no ridges, bumps, or bubbles at the storefront of the Media Center.
8. GM 9/2/16 \_\_\_\_\_ Room 104 – At threshold, continue black threshold beyond door to connect with rubber base inside of classroom.

### Basement

1. GM 8-4-14 \_\_\_\_\_ Room B01 There is damage at the basement southeast corner wall rubber base. The rubber base needs to be repaired.

### Second Floor

1. GM 8-4-14 \_\_\_\_\_ A stair tread is missing at the top of the red stairs. Install missing tread.
2. GM 8-4-14 \_\_\_\_\_ A stair tread is missing at the top of the blue stairs. Install missing tread.
3. GM 8-4-14 \_\_\_\_\_ Complete installation of purple stair treads and risers.
4. GM 8-4-14 \_\_\_\_\_ Coordinate with F.L. Crane at back staircase, first floor top step. F.L. Crane is going to be grinding down metal pipe edge sticking up from floor. Coordinate with F.L. Crane on re-installation of floor at cut stair tread that currently notches around the pipe edge.
5. GM 8-4-14 \_\_\_\_\_ Install stair treads on second floor corridor steps.
6. GM 8-4-14 \_\_\_\_\_ Room 202 – Remove ridges from tiles in room.
7. GM 8-4-14 \_\_\_\_\_ Where thresholds have been put down between rooms and hallways, Contractor to ensure that hallway tile has not been pushed up by threshold. If it has, tile is to be replaced (201 and 213 show apparent signs of this but all areas are to be checked).
8. GM 8-4-14 \_\_\_\_\_ Room 201 - Contractor to remove ridge in tile at HVAC door.
9. GM 8-4-14 \_\_\_\_\_ Gypsum board is ripped where rubber base was removed from the front staircase (green) landing wall. Gypsum board needs to be replaced and repainted.
10. GM 8-4-14 \_\_\_\_\_ Green stair tread nosing needs to be applied to the end of the tile at the top of the green stair case.

**This project may be considered substantially complete as of 3:00 pm on August 26, 2013. The Contractor shall submit all close out items as required in the Contract Documents.**

By:   
Brandon Bishop, AIA

pc: Julie Hinds – TPSD; JBHM 13022.00.08