

# AIA<sup>®</sup> Document G704<sup>™</sup> – 2000

## Certificate of Substantial Completion

**PROJECT:**  
*(Name and address)*  
14076.00 TPSD, Carver  
Elementary Safe Room  
Tupelo, MS

**PROJECT NUMBER:** 14076.00/  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** October 17, 2016

**OWNER:**   
**ARCHITECT:**   
**CONTRACTOR:**   
**FIELD:**   
**OTHER:**

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

**TO CONTRACTOR:**  
*(Name and address)*  
CIG Contractors, Inc.  
2072 South Tate Street  
Corinth, MS 38834

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

The entire portion is deemed substantially complete as of February 26, 2018.

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**

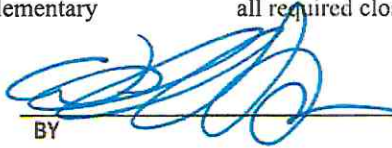
As per contract documents, warranties begin at date of Final Completion. See Section Supplementary Conditions 00 22 13.

**Date of Commencement**

Final Completion - to be determined upon acceptance of all required close out documents.

JBHM Architects, P.A.

ARCHITECT



BY

March 1, 2018

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:** \$14,871.50

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.

CIG Contractors, Inc.

CONTRACTOR



BY

3-7-18

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 11:00 a.m. (time) on February 26, 2018 (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 February 26, 2018, at 11:00 a.m. Contractor shall coordinate and assist in transfer of utilities to Owner.

## ARCHITECTS OBSERVATION REPORT

JBHM Architects, P.A. ▪ 105 Court Street, Tupelo MS 38804 ▪ Phone 662 844 1822 ▪ Fax 662 844 0971

**Project:** Carver Safe Room **PN:** 14076.00  
**Date/Time:** February 26, 2018 / 10:30 AM  
**Weather:** Cloudy 50 Degrees  
**Owner:** Tupelo Public School District, 72 South Green Street, Tupelo, MS 38804  
**Contractor:** CIG Contractors, Inc., 2072 South Tate Street, Corinth, MS 38834  
**Present:** JBHM – Gregg Garner TPSD – Missy Hunter, Kirk Kitchens CIG - Rick

**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

1. \_\_\_\_\_ Touch up paint at all doors and frames
2. \_\_\_\_\_ Caulk around all doors
3. \_\_\_\_\_ Touch up paint on plywood walls. Appeared to be only 1 final coat on walls. Requires 2 per documents
4. \_\_\_\_\_ All areas need final cleaning

### Restroom 1/2

1. \_\_\_\_\_ Clean drains
2. \_\_\_\_\_ Replace broke lighting Lens

### Shelter

1. \_\_\_\_\_ Touch up paint where colors overlap between black and white (boxes, overspray, etc.)

### Exterior

1. \_\_\_\_\_ Maintain seed/sod and established grass per specs
2. \_\_\_\_\_ Seal around vents
3. \_\_\_\_\_ Caulk around doors, holes, and openings in walls
4. \_\_\_\_\_ Grade sight per plan and specs
5. \_\_\_\_\_ Cut down clean out drains to specs.



**This project may be considered substantially complete as of 11:00 am on February 26, 2018, with owner approval. Owner's insurance shall take effect at this time.**

**All punch list items, close out requirements, and warranty information is to be fully completed and approved ASAP as required by MEMA/FEMA regulations.** Contractor is urged to provide corrected warranties and close outs as quickly as possible in order to allow ample time to meet this deadline.

By: \_\_\_\_\_  
Gregg Garner – Construction Administration

pc: Newforma Project Team; JBHM File # 14076.00.08

