



AIA® Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address)
TPSD, Carver Elementary Window Replacement

PROJECT NUMBER: 13021.00/
CONTRACT FOR: General Construction
CONTRACT DATE: May 16, 2013

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)
Maloney Glass and Overhead Door
711 Robert E. Lee Drive
PO Box 896 - 38802
Tupelo, MS 38801

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

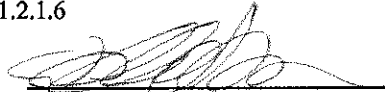
The entire project is deemed Substantially Complete as of August 1, 2013.

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 **Date of Commencement**
As per Contract Documents, warranties begin at date of Substantial Completion. See Section 00 22 13 Supplementary Conditions, Article 1.2.1.6 August 1, 2013

JBHM Architects, P.A.

ARCHITECT



BY

August 5, 2013

DATE OF ISSUANCE

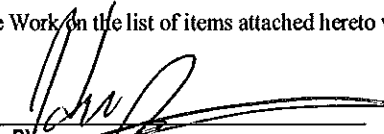
A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties 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: \$5,486.48

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.

Maloney Glass and Overhead Door

CONTRACTOR



BY

08/02/13

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 12:00 noon (time) on August 1, 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 1, 2013, at 12:00 noon. Contractor shall coordinate and assist in transfer of utilities to Owner.



ARCHITECTS OBSERVATION REPORT

P.O. Box 1643 Tupelo, MS 38802

662.844.1822 fax 662.844.0971

Project: Carver Elementary Window Replacement

PN: 13021.00

Date/Time: Wednesday, July 31, 2013 / 10:00 am

Weather: Cloudy 88°

Owner: Tupelo Public School District, 72 South Green Street, Tupelo, MS 38801

Contractor: Maloney Glass and Overhead Door, 711 Robert E. Lee Drive, Tupelo, MS 38801

Present: Julie Hinds – Tupelo Public School District; Mark Simpson – Maloney Glass and Overhead Door; Brandon P. Bishop, AIA – JBHM Architects

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

Outside General Notes:

1. _____ General cleaning is needed on the outside of all glass for fingerprints and markings.
2. _____ General site clean up is needed. All broken glass on site is to be removed immediately.
3. _____ Contractor to clean up any excess caulk that is present on storefront or glass.
4. _____ Contractor to straighten gaskets at new storefront glass
5. _____ Replace any and all bent break metal around storefront.
6. _____ Where storefront goes down to ground level, clean mud and dirt from construction off the storefront.
7. _____ Ensure all plastic is removed from the windows.
8. _____ There should be no jagged edges on any of the sub-sills. Contractor is inspect all sub-sills to insure that any jagged edges are rectified.
9. _____ All temporary glass is to be removed and permanent glass installed.
10. _____ The tack nails on the break metal must be replaced with nails that will not rust.
11. _____ Confirm all sub-sills are straight, clean, and free of all debris.
12. _____ Ensure none of the sub-sills have been caulked over.
13. _____ Clean parking lot of glass and storefront debris.

Exterior of the building

1. _____ HVAC unit pad is cracked. Needs to be repaired.
2. _____ Courtyard, Storage Room C: Clean off clear silicone from break metal. Architect to review quality of break metal once clear sealant is removed.
3. _____ Upstairs, above Storage Room C: If the asbestos abatement contractor damaged the top of the window rough opening, it will be Maloney's responsibility to patch concrete that was damaged.
4. _____ Top floor, back of building east side: Asbestos Abatement contractor damaged the brick in this area and repaired the damage in this area. The mortar is running onto the brick. The brick is out of line with the rest of the brick. Every area that was damaged and then repaired needs to be torn out and replaced. All this work needs to comply with existing work and will be re-inspected.

5. _____ _____ Mortar from the above-mentioned repairs (no. 9) has dripped down onto all sub-sills and needs to be cleaned off so that all mortar is removed.
6. _____ _____ Basement windows on west side: Sub-sill break metal was cut too short on all windows and needs to be cut to length.
7. _____ _____ Where break metal laps occur, check seams and break metal seals.
8. _____ _____ Window P: Remainder of aluminum frame to be installed. Glass is sitting in the frame with spacers only at the bottom.
9. _____ _____ Window Q, basement area front of building, east side: Contractor is to confirm that sub-sill is present behind caulk. It does not appear to be.
10. _____ _____ ADA dimpled crosswalk marker – check necessity of crosswalk dimples at access to media center, east side of building. If not necessary, Maloney Glass to pull up. If necessary, Maloney Glass to secure because it is broken.

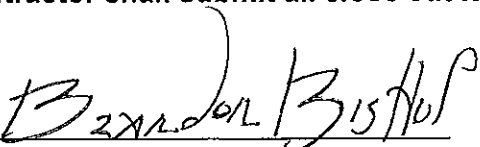
Interior of Building General Notes:

1. _____ _____ Where the painters have sanded the inside trim, Contractor is to ensure that all sanded areas have been repainted.
2. _____ _____ Ensure all ceiling panels are back in place in every room.
3. _____ _____ Check all walls inside to ensure that all tape is removed.
4. _____ _____ Painter is to come back and check knots to ensure that there are no holes where knots are in the wood. Touch up as necessary.
5. _____ _____ Clean storefront and glass. Remove any excess caulk. Check and straighten gaskets, as needed.
6. _____ _____ Painter is to check interior sealant between storefront and wood trim. Ensure there is no break in the sealant.
7. _____ _____ When straightening gaskets, check for any short gaskets and replace as necessary.
8. _____ _____ Clean all painter's tape from around windows.
9. _____ _____ Check all windows for aluminum stops install any missing stops.

Interior of Building:

1. _____ _____ 2nd floor hallway, Window F: Damaged walls around windows need to be repaired.
2. _____ _____ Replace broken window in Room 211.
3. _____ _____ Room 206, at the break metal dividing the classroom from the restrooms, clean off pencil marks on the break metal and caulk.
4. _____ _____ Room 209, there are gouges/knots in the new wood trim sill around the inside of the window that need to be repaired and repainted.
5. _____ _____ Room 205, the outside edges of the flat wood trim need to be sanded and repainted.
6. _____ _____ Room 201 – trim needs to be sanded and repainted.
7. _____ _____ Middle glass in Room 201: It appears there is condensation in between the panes. This should be removed and corrected.
8. _____ _____ Room 202 – sand the wood trim around the windows and repaint.
9. _____ _____ Window K, basement, west side: Install the remainder of the ceiling tile at the window.

This project may be considered substantially complete as of 12:00 noon, August 1, 2013. The Contractor shall submit all close out items as required in the Contract Documents.

By: 
Brandon P. Bishop, AIA

pc: Julie Hinds – Tupelo Public School District; Mark Simpson – Maloney Glass and Overhead Door;
JBHM #13021.00.08