

OWNER

AIA Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address)
Tupelo Middle School Renovations

PROJECT NUMBER: 15047.01/
CONTRACT FOR: General Construction
CONTRACT DATE: March 21, 2017

OWNER:
ARCHITECT:
CONTRACTOR:

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

TO CONTRACTOR:
(Name and address)
Sullivan Enterprises
100 Industrial Park
Magee, MS 39111

FIELD:
OTHER:

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

The entire project has reached a state of Substantial Completion as of July 18, 2017.

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 per the Tupelo Public School District. See Section 00 22 13 Supplementary Conditions, Article 1.2.1.6.

Date of Commencement

Date of Final Completion as dictated on the Final Completion Certificate.

JBHM Architects, P.A.



7/24/17

ARCHITECT

BY

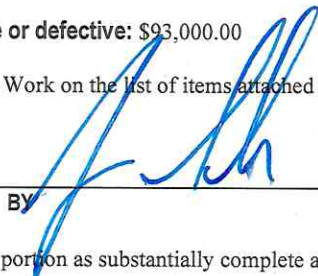
DATE OF ISSUANCE

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: \$93,000.00

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.

Sullivan Enterprises



8/11/17

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00 pm (time) on July 18, 2017 (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 July 18, 2017, at 5:00 pm. 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: Tupelo Middle School Renovations **PN:** 15047.01
Date/Time: July 18, 2017
Weather: Sunny and clear
Owner: Tupelo Public School District
Contractor: Sullivan Enterprises
Present: Missy Hunter, Kirk Kitchens, Charles Laney, TPSD; Rickey Parkman, Sullivan; Gregg Garner, Leslie Pitts, JBHM

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 Items

1. _____ Several switch plate covers are missing. All switch plate covers or necessary cover plates shall be installed throughout the campus as needed, including on covering holes left by demolished exit signs
2. _____ Clean smudges and debris from all light fixtures as needed
3. _____ General cleanup is needed throughout project, both exterior and interior.

Cafeteria

1. _____ Repair or replace kitchen light with black scratch
2. _____ Light is out in the laundry room

Cheer/Dance Room

1. _____ Secure & cap the loose wire hanging next to light

HVAC Overhead Closets in Dance Room

1. _____ Clean up is needed in the HVAC closets
2. _____ Finish electrical/mechanical work in these areas and ensure all panel covers are in place
3. _____

Gym Storage Room (Equipment and Games)

1. _____ Install two lights as called for

Gym Hallway at Stairs

1. _____ Install three lights as called for at the slanted ceiling at steps

Girls' Locker Room

1. _____ General clean up and light clean up

Boys' Locker Room

1. _____ Light needs trim work



2. _____ Touch-up all drywall/paint at all lights or areas where damage occurred

Gym

1. _____ Green tag needs to be removed from light cage

Janitor Closet

1. _____ Missing ceiling tiles need to be replaced

Women's Restroom

1. _____ Lights are not coming on

Men's Restroom

1. _____ Put diffuser back in place

Restroom by the Security Office

1. _____ Finish installing lights

A Building Foyer Lights

1. _____ Install lights as called for at all floors

Main Office

1. _____ In storage closet, install lights as called for
2. _____ In data closet, install some sort of light if power is connected to switch
3. _____ Touch up paint

Fine Arts Hall

1. _____ Main Corridor light at the bottom of the stairs needs to be replaced

Drama Room Storage

1. _____ One light is not working
2. _____ Motion sensor needs to be installed

Transploreum

1. _____ Track lights are still needed. It is noted that contractor is waiting on track. Replace as much as possible then come back and get track in

Room 601

1. _____ Light is out and needs to be replaced or corrected

Room 603

1. _____ Ceiling tiles are needed in vacant areas. Replace one damaged tile.

Room 605/606 – Band Hall / Music Rooms

1. _____ Repair or replace light that is out
2. _____ Lights are different colors and appear to be a soft light and a natural light. All lights shall match

Band Hall Office and Ensemble Room 2

1. _____ Pop tiles into place



Room 609

1. _____ One light still needs to be exchanged old for new

Women's Restroom just past Room 609

1. _____ Rewire the electric – motion sensors should work properly

Room 412

1. _____ In the storage/prep closet lights do not turn on

Room 407B

1. _____ Cable or data wire is hanging loose – secure

F Corridor

Room 502

1. _____ Globe is missing

Room 506

1. _____ Install missing ceiling tiles

Janitor Closet

1. _____ Install light as called for

Building K

TE1

1. _____ Globe missing in restroom

Building E – 3rd Floor Round

1. _____ Check on exit signs to see if they are to be demolished

Girls' Restroom

1. _____ Check lights. No lights at time of inspection. Ensure this is corrected when breaker is turned back on.

Room 314B

1. _____ In storage, replace missing ceiling tile
2. _____ Motion sensor is hanging and should be fully installed

7th Grade Hall

Room 27 Hall

1. _____ Adjust light

Room 28

1. _____ Light in hallway has a piece of metal preventing it from being able to lay down in the track

Boys' Restroom by Housekeeping Closet

1. _____ Globe is broken and should be replaced



Room 32A

1. _____ Touch up paint
2. _____ Check light in data closet in 32A corridor
3. _____ Finish out the demo of old exit light

Room 33

1. _____ In the hallway by Mrs. Griggs' room, a nightlight is missing (battery pack light)

Building A First Floor

Case by Rom 9

1. _____ New fixture should be installed in glass showcase

The major portions of this project have been inspected as of the date of this report. However, some few areas were not available due to floor waxing by Owner's staff. The second-floor round Building E, the Civic Center, and outside grounds will be inspected Monday, July 24, 2017, to prepare punch list for those areas. The roof will be inspected as soon as it has been finished and inspected by the manufacturer's representative, which is anticipated for July 28, 2017.

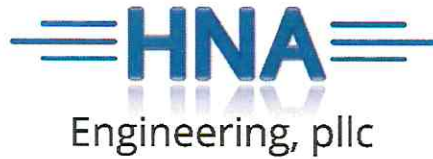
This project may be considered substantially complete as of 5:00 pm on July 18, 2017, with owner approval. Owner's insurance shall take effect now. All punch list items, close out requirements, and warranty information is to be completed/approved within 30 days of the date of FINAL Completion. Therefore, Contractor is strongly urged to submit all required items as soon as possible for review. See Articles 9.8.2.1 and 9.8.5 in Section 00 22 13 Supplementary Conditions.

By: 

Gregg Garner, Construction Administrator

pc: JBHM File # 15047.01.15





Project: Tupelo Middle School
Owner: Tupelo Public School District
Architect: JBHM
HNA Project Number: 15201
Date: 7/18/17
Attendees: Matt Pulliam, Josh Holtgrewe
Weather: 95 Degrees F, Sunny

Punch List

Mechanical:

1. Clear all debris off roof and units throughout.
2. Condensate drainage serving roof top units not currently routed to nearest roof drain/gutter as called out on plan.
3. Isolation valve should be installed on all gas piping prior to connection to replaced/new unit.
4. All condensing units / heat pumps shall be anchored to pad.
5. All external wall penetrations shall be sealed completely weather-tight.
6. For suspended AHUs, brace refrigerant piping in a manner that prevents piping from moving during unit operation.
7. Ensure float switch is installed in drain pans for all units.
8. Ensure duct smoke detectors are installed/operating correctly at all units requiring per code.
9. Loose cabling at suspended AHUs shall be secured in a neat, clean manner.
10. For all suspended AHUs, ensure filters can be removed and replaced.
11. Clean debris, dust off condensing units / heat pumps.
12. AHU-H3 appears to have elec conduit resting upon refrigerant piping, route/brace conduit separating from piping.
13. Gymnasium AHUs do not appear to be completed, panels missing, refrigerant piping not braced, etc.
14. Refrigerant piping penetrations thru wall serving gymnasium units shall be sealed.
15. Floor drain in both gymnasium AHU rooms shall be cleared of debris prior to unit operation.
16. Clean all SAGs and RAGs.
17. Auditorium CO2 sensors, humidity sensors not installed.
18. Condensate serving new auditorium units not routed to dry well per drawings.

Electrical:

1. Contractor shall install remaining lights at entry.
2. Contractor shall install remaining exterior lights and pole mounted lights.
3. Contractor shall provide switch cover plates in room "Nurse Adams".
4. Contractor shall provide all training for telephone system with owner.
5. Contractor shall deliver all attic stock to owner.
6. Contractor shall provide type "R" fixtures in crawl space under library as well as electrical room in adjacent space.
7. Work ongoing with exit signs throughout the project. Contractor shall install all exit signs as required.
8. Provide switch cover in room "McElroy".
9. All occupancy sensors shall be set to the max time-out.
10. Contractor shall install missing light fixture over stairs adjacent to gym.
11. Contractor shall provide missing cover for restroom in office.
12. In Band Rooms 605 and 607, some of the fixtures are a different lamp temperature. Contractor shall replace fixtures such that all fixtures are 4000k lamp temperature to match remainder of building.
13. Lights are not operable in girls' restroom near concessions. Verify correct operation.
14. Exit sign in cafeteria needs to be adjusted – see picture.
15. Install missing fixture in laundry room.
16. Provide fixture in storage room near coach's office from attic stock.
17. Provide fixture in storage area off of prep/storage room off of Science Lab 412A.
18. Contractor to install track lighting and downlights in Transplorium.
19. Test all emergency lighting throughout building.
20. Contractor shall provide test reports from all data cabling as detailed in the specifications.
21. Contractor shall replace missing lens in Classroom 502.
22. Contractor shall verify correct operation of sump pumps in crawl space.
23. Complete all remaining work in Auditorium – lighting and fire alarm is not complete in these areas. Engineer to inspect this area again.
24. Contractor shall verify that all fire, burglar alarm, intercom, and security system is operational.
25. Remove all debris and demolished equipment from mechanical spaces above gym.
26. Install panel cover on panel on old stage area in gym.



Install panel cover



Exit sign to be installed to ceiling grid in cafeteria.



Install missing fixture in laundry area.



Fixtures in band rooms with different lamp temperatures.